



**Keep Duncanville Beautiful Board
Regular Meeting
Duncanville City Hall Briefing Room
203 E. Wheatland Road
Friday, June 2, 2017 @ 8:30 A.M.**

Item No. AGENDA

Explanation

1. Public discussion period.
2. Consider approval of minutes of the regular meeting held May 5, 2017.
3. Identify KDB marketing/social media opportunities and those willing to assist.
Discussion with Chad Jackson from the Social Engagement Commission.
4. Nominate August 2017 Business Beautification Award recipient.
5. Discuss Keep Texas Waterways Clean Event held on June 10, 2017.
6. Discuss new board volunteers for Curb Appeal Nominations.
7. Receive staff report/updates:
 - Volunteer Hours Tracking Sheet
 - SL Hamilton Staff Report

Agenda Posted Friday, May 26, 2017 by 5:00 P.M.

Pam Willis, Recording Secretary

Keep Duncanville Beautiful

2017 Event Calendar

| January 2017 | February 2017 | March 2017 |
|---|---|---|
| 02 New Year's Day (Closed) 06 KDB January Meeting KDB Business Beautification Award (BBA) – due to Board 14 Litter Survey @ 9 a.m. 16 MLK Observance (Closed) 17 BBA – City Council Approval | 03 KDB February Meeting *Spring Curb Appeal* Nominations due to Pam <hr/> *District 1 – Lee Burton *District 2 – Patti Clemmer *District 3 – Barbara McComb *District 4 – Joe Veracruz *District 5 – Lonnie McKnight *BBA – Daniel Flores | 07 Spring Curb Appeal City Council Recognition 10 KDB March Meeting 11 Annual Garden Workshop 25 Household Hazardous Waste |
| April 2017 | May 2017 | June 2017 |
| 07 KDB April Meeting May Business Beautification Award (BBA) – due to Board 08 Don't Mess with Texas Trash-off 14 Good Friday (Closed) 18 BBA – City Council Approval 22 Earth Day | 02 BBA – City Council Recognition 05 KDB May Meeting 05 *Summer Curb Appeal* Nominations due to Pam 29 Memorial Day (Closed/Monday) | 02 KDB June Meeting 06 Summer Curb Appeal City Council Recognition 10 Keep Texas Waterways Clean 12-14 KTB's 50th Annual Conference in San Antonio, Texas |
| July 2017 | August 2017 | September 2017 |
| 04 Independence Day (Closed) 07 August Business Beautification Award (BBA) – due to Board 18 BBA – City Council Approval | 01 BBA – City Council Recognition 04 *Fall Curb Appeal* Nominations due to Pam | 04 Labor Day (Closed) 08 KDB September Meeting 19 Fall Curb Appeal City Council Recognition |
| October 2017 | November 2017 | December 2017 |
| 03 National Night Out 06 KDB Annual Retreat November Business Beautification Nominations – due to Board 17 BBA – City Council Approval | 03 BBA – City Council Recognition 03 KDB November Meeting *Winter Curb Appeal* Nominations due to Pam 03 Arbor Day Participation 06 Toy/Coat Recycling Begin 23 Thanksgiving (Closed) 24 Friday After Thanksgiving | 01 KDB December Meeting 01 Duncanville Christmas Parade 05 Winter Curb Appeal City Council Recognition 08 Toy/Coat Recycling Last Pickup |

Month - Complete



**KEEP DUNCANVILLE BEAUTIFUL
REGULAR MEETING
Council Briefing Room
203 E. Wheatland Road
May 5, 2017
Minutes**

Board Members Present: Lee Burton (8:35), Sylvia Clark, Patti Clemmer, Sylvia Clark, Cindy Copeland, Chair Bobby Hill, Barbara McComb, Dotti Pennebaker, Curtis Smith, and Vice- Chair Joe Veracruz were present for the meeting.

Board Members Absent: Frank Alegria, Daneshé Bethune, Daniel Flores, Emily Gwynn, Lonnie McKnight, and Dorothy Wolverton were absent from the meeting.

City Staff Present: Mayor David Green, Dr. Ron Dotson, Council Liaison, Timothy Hamilton, Parks Superintendent and KDB Staff Liaison (SL), Pam Willis, Recording Secretary (RS), and Jessica Smith (SWC) were city staff in attendance.

Chair Cutler-Hill noted a quorum and called the meeting to order at 8:31 a.m.

1. Public Discussion Period:

No one was in attendance for public discussion.

2. Consider approval of minutes of the regular meeting held on April 7, 2017:

Chair Hill asked if everyone had had time to read over the April 7, 2017 minutes. Vice-Chair Veracruz made a motion to accept the minutes as written. A second motion was made by Board member Smith. The minutes were accepted by a vote of 8 in favor and 0 opposed. Board member Burton had not yet arrived, so she was not included on the vote. Board members Alegria, Bethune, Flores, Gwynn, McKnight, and Wolverton were not in attendance.

3. Discuss success of Operation Clean Duncanville (OCD) held on April 8, 2017:

SL Hamilton announced the event was a huge success. He didn't have particulars for the event because those would come from SWC Smith when she received them from Dallas County, but he knew that over 400 cars went through and that there was three (3) truckloads of paper shredding. He noted that the Duncanville High School Swim Team had helped picking up trash across the city. SL Hamilton noted that he and SWC

Smith were planning be a fall event on October 7, 2017. It would be part of "Sweep it Out Saturday" at Armstrong Park. He explained that at the end of September Dallas County would host a Hazmat event at Red Bird Center. He would try to have more information at the next meeting.

4. Discuss and finalize which board member will be attending the 50th Annual Keep Texas Beautiful Conference:

SL Hamilton had spoken with Board member Copeland regarding the KTB conference. He had asked her if she were available to go and she said yes. Board member Copeland confirmed this at the meeting. The Board was very excited for her and encouraged her to have fun, enjoy herself and take lots of pictures.

5. Discuss Summer 2017 Curb Appeal nominations:

In conferring with RS Willis, SL Hamilton said that he had everyone's curb appeal nominations early. RS Willis told SL Hamilton the only district that she did not have was for District 4. Vice-Chair Veracruz, District 4, said he had emailed his nominations to her that morning. RS Willis told SL Hamilton that she would have all of the nominations to him this afternoon. SL Hamilton thanked the Board for having the nominations in early so that he could begin the process of narrowing them down for presentation to Council.

6. Receive Staff Report/Updates:

- **Volunteer Hours Tracking Sheet:** RS Willis passed around the Volunteer Hours Tracking Sheet requesting Board members to list their volunteer hours for April. She encouraged Board members to be diligent and fill in any empty blanks.
- **Staff Report:** SL Hamilton informed the Board that the City Council would no longer be part of the Business Beautification Award (BBA) process. This allows the Board to make the determination and not have to go before Council for approval. SL Hamilton asked the Board to consider enhancing the "Adopt-A-Park" program to include streets. He said he would include it on the agenda for June for discussion. SL Hamilton reminded the Board that the Boards and Commissions banquet was next week on Thursday, May 11, 2017. It will be held at the Duncanville Fieldhouse and begin at 6 p.m. RS Willis reminded everyone that received a reappointment letter from the City Secretary, Mary Jones, should have it returned to her by May 15, 2017. The Board was reminded that the next meeting on June 2nd was the last meeting before the summer hiatus.

Adjournment was made by Chair Hill. The meeting was adjourned at 9:13 a.m.

| KDB Board Member and Volunteer Hours | | | | | | | | | | | | | |
|--------------------------------------|------------|-----------|-----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|------------|
| 2017 Calendar Year | | | | | | | | | | | | | |
| Month | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | Totals |
| Alegria, Frank | 2 | 3 | 7 | | | | | | | | | | 12 |
| Bethune, Daneshé | 5 | 2 | 7 | | | | | | | | | | 14 |
| Burton, Lee | 3 | 4 | 8 | 7 | | | | | | | | | 22 |
| Clark, Sylvia | 3.5 | 1 | 4 | 6 | | | | | | | | | 14.5 |
| Clemmer, Patricia | 2 | 2 | 6 | 8 | | | | | | | | | 18 |
| Copeland, Cindy | 1 | 2 | 8 | 2 | | | | | | | | | 13 |
| Cutler-Hill, Bobby | 6 | 2 | 6 | 5 | | | | | | | | | 19 |
| Flores, Daniel | | | 3 | | | | | | | | | | 3 |
| Gwynn, Emily | 9.5 | 4 | 10 | | | | | | | | | | 23.5 |
| McComb, Barbara | 5 | 7 | 7 | 10 | | | | | | | | | 29 |
| McKnight, Lonnie | | 3 | 4 | | | | | | | | | | 7 |
| Pennebaker, Dotti | | | 4 | 3 | | | | | | | | | 7 |
| Smith, Curtis | | | | | | | | | | | | | 2 |
| Veracruz, Joe | 12 | 6 | 6 | 8 | | | | | | | | | 32 |
| Wolverton, Dorothy | 1 | | | | | | | | | | | | 1 |
| Recycle Man | | | | | | | | | | | | | 0 |
| Rudy the Reindeer | | | | | | | | | | | | | 0 |
| Other Volunteers | | | | | | | | | | | | | 0 |
| TOTAL 2017 | 50 | 36 | 80 | 49 | 0 | 217 |
| Grand Total - 2017 | 217 | | | | | | | | | | | | |