

**KEEP DUNCANVILLE BEAUTIFUL
REGULAR MEETING
Council Briefing Room, City Hall
203 E. Wheatland Road, Duncanville, TX 75137
October 2, 2015
Minutes**

Board Members Present: Madeline Kelley-Schwoch (Chairperson), Lee Burton, Daniel Flores, Emily Gwynn, Barbara McComb, Pamela Murray, Dotti Pennebaker, Joe Veracruz, Brenda Wilson and Dorothy Wolverton

Board Members Absent: Frank Alegria (Excused), Bobby Cutler-Hill (Excused), Patti Clemmer (Excused) and Lonnie McKnight (Excused)

City Staff Present: Mayor Green, Council Liaison Dr. Dotson, Timothy Hamilton, Parks Superintendent, and KDB Staff Liaison (SL), Jessica Smith, Solid Waste Coordinator (SWC) and Pam Willis, Recording Secretary (RS)

Guest: Jessica James, Director of Economic Development

Called to Order – 8:34 am – Chairperson Schwoch called the meeting to order.

1. Consider Approval of Minutes for the Regular Meeting held September 4, 2015:

Board member Murray made the motion for approval; seconded by Board member McComb to approve the minutes of the Regular Meeting on September 4, 2015. The vote was cast 10 for; 0 against. Board members Alegria, Cutler-Hill, Clemmer and McKnight were absent and therefore did not cast a vote.

2. Nominate the KDB Business Beautification Award Winner for November 2015:

Businesses nominated for KDB Business Beautification Award were Milkes Jewelers located at 106 S. Cedar Ridge; Racetrac located at 6675 S. Cedar Ridge and Parkwood Plaza Townhomes located at 729 W. Center. A motion was made from Board member Murray to nominate Parkwood Plaza Townhomes; a second was received from Board member Burton. Chairperson Kelley-Schwoch asked for a vote. The vote was cast 10 for; 0 against. Board members Alegria, Cutler-Hill, Clemmer and McKnight were absent and therefore did not cast a vote. The Parkwood Plaza Townhome will receive the KDB Business Beautification Award for November 2015.

3. Discuss and Consider Plans for the Annual Garden Workshop:

Board member Murray informed the Board that everything was set in place. The following Board members offered to help with the Workshop: Board members Burton, Pennebaker, Flores,

Gwynn and Veracruz. SL Hamilton reminded the Board that Board member Alegria would be there demonstrating how to construct and prepare a raised bed. Board member Murray asked everyone to be there at 8:00 a.m. to help set up. SL Hamilton advised the Board that the contingency plan for inclement weather is the church on the corner. Everything would be moved indoors. SL Hamilton also noted that he would be the emcee for the event. Topics of discussion remain composting presented by Ken Weaver; fertilizing presented by Parks Manager, David Codispoti and raised bed gardening presented by Board member Frank Alegria. Board members Burton and Murrary commented that they might try to find seed packets to use as giveaways.

4. Discuss Board Participation in National Night Out Event:

Board member Veracruz told the Board that he would send out an email to them reminding them to get in touch with him regarding times to cover for their table. He also confirmed that he would be at the Duncanville Fieldhouse at 4:30 p.m. to set up. Board members Gwynn, Murray, Wilson, Pennebaker and Flores said they intended to be there. Chairperson Kelley-Schwoch requested everyone wear their blue Boards & Commissions shirts. SL Hamilton said that he had purchased prize wheel for a little prize-winning trivia play. He also commented that they had plenty of giveaways.

5. Discuss and Consider Plans for the 2015 Toy and Coat Recycling Drives:

SL Hamilton projected the past flyers for these events onto the projection screen. Board member Pennebaker commented that she had spoken with the Rotary Club and found out that they had already started collecting coats. She also requested from SL Hamilton that when he had the flyers available for the two (2) drives she'd like a copy to send out in her church newsletter. Board member Burton offered to make up the new flyer if needed. SL Hamilton will purchase plastic tubs suggested from a previous meeting instead of using cardboard boxes which didn't hold together well. The Board agreed that that was a good idea.

The following locations were suggested for drop-offs as well as Board members being responsible for drop-off and pick-up for the Coat Recycling Drive:

Barbara McComb:

Ebby Halliday, Realtors – 515 North Cedar Ridge Drive

Duncanville Fieldhouse – 1700 S. Main Street

Dotti Pennebaker:

Sessions Hair Salon – 300 Santa Fe Trail and First Christian Church – 203 Avenue C

Lonnie McKnight/Lee Burton: Ben Franklin – 302 N. Main Street

Madeline Kelley-Schwoch: Trinity Methodist Church – 1302 S. Clark and Cox Farms on Main.

Dr. Dotson: will put a collection box at his office

Brenda Wilson: Inwood Bank

Toy Recycling Drive:

There are nine (9) elementary schools. Mayor Green, Recycle Man, and Board member Dorothy

Wolverton, Mother Nature, will be speaking at all of the schools.
Here are the assignments as follows for the Toy Recycle Drive:

Dotti Pennebaker – Smith
Joe Veracruz/Madeline Kelley-Schwoch – Alexander
Barbara McComb/Emily Gwynn – Hastings and Acton
Lee Burton – Bilhartz
Pam Murrary – Hyman
Daniel Flores – Central
Joe Veracruz – Merrifield
Bobby Cutler-Hill - Fairmeadows

6. Discuss and Consider Plans for the Annual KDB Board Retreat:

SL Hamilton suggested having the Annual KDB Board Retreat in December. Chairperson Kelley-Schwoch explained to the new members that the Annual Board Retreat is when the Board to time to go over the selection of projects for the next year. The two (2) dates suggested by SL Hamilton were Friday, December 4th from 8:00 a.m. to 12:00 p.m. or possibly Monday, December 7th in the evening from 5:00 p.m. to 9:00 p.m. A consensus would be taken before the next meeting.

7. Discuss and Plan Visit to Our Materials Recovery Facility (MFR):

This item was tabled to discuss at another time.

8. Receive Staff and Focus Area Committee Report/Updates:

- **Volunteer Hours Tracking Sheet**
RS Willis passed around the Volunteer Hours Tracking Sheet for September hours.
- **SL Hamilton Staff Report**
SL Hamilton reminded everyone that Monday night October 5th was the Grand Re-Opening of Red Bird Park. Everyone was invited to attend. Tuesday night October 6th was National Night Out and that Saturday, October 17 was the Annual Garden Workshop.
- **Committee Report/Updates:**
Board member Burton showed the flyer from the water bill that there would be a Household Hazardous Waste collection at the Southwest Center Mall on Saturday, October 10th from 9 a.m. – 3 p.m. with the City of Dallas. It was noted that anyone within Dallas County could participate.

A motion was made by Board member McComb to adjourn; seconded by Board member Murray.

The meeting was adjourned unanimously at 9:36 a.m.