

KEEP DUNCANVILLE BEAUTIFUL
REGULAR MEETING
Council Briefing Room, City Hall
203 E. Wheatland Road, Duncanville, TX 75137
November 6, 2015
Minutes

Board Members Present: Madeline Kelley-Schwoch (Chairperson), Frank Alegria, Patti Clemmer, Bobby Cutler-Hill, Daniel Flores, Emily Gwynn, Barbara McComb, Lonnie McKnight, Dotti Pennebaker, Joe Veracruz and Dorothy Wolverton

Board Members Absent: Lee Burton (Excused), Pamela Murray (Excused) and Brenda Wilson (Excused)

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

Called to Order – 8:29 am – Chairperson Schwoch called the meeting to order.

1. Consider Approval of Minutes for the Regular Meeting held October 2, 2015:

Board member Wolverton made the motion for approval; seconded by Board member McComb to approve the minutes of the Regular Meeting on October 2, 2015. The vote was cast 11 for; 0 against. Board members Burton, Murray, and Wilson were absent and therefore did not cast a vote.

2. Nominations for Winter 2015 Curb Appeal:

The following information was given to RS Willis for nominations:

District #1 – Burton – No address was given due to her absence. Board member Pennebaker told the Board that she would find out what address Board member Burton had chosen and get back with RS Willis after the meeting.

District #2 – Clemmer – 415 Mizell; 710 Hopkins; 527 Husted; 513 Husted; 619 Steger

District #3 – Murray – Board member Murray had requested in email to Chairperson Kelley-Schwoch to be removed from the curb appeal nominations at this time. Chairperson Kelley-Schwoch asked for a volunteer to take Board member Murray's place. Board member McComb offered. Board member McComb told RS Willis that she would have nominations for her by Monday.

District #4 – Veracruz – Board member Veracruz told RS Willis that he would give his addresses to her this afternoon.

District #5 – McKnight – Board member McKnight told RS Willis that he would give them to

her after the meeting.

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

SL Hamilton told the Board that the Annual KDB Board Retreat will be on Friday, December 4, 2015 from 8:00 a.m. to 12:00 p.m. in the Briefing Room like they are now. He emphasized that this meeting would begin at 8:00 a.m. not 8:30 a.m. as the regular meetings and would go through lunch. Chairperson Schwoch encouraged all of the Board members to send emails to her, SL Hamilton or RS Willis regarding ideas and projects that could be included on the Retreat Agenda.

4. Discuss and Plan Visit to our Materials Recovery Facility (MRF):

SWC Smith explained to the Board that as of right now the City did not have a representative at the facility. She suggested that this visit be tabled until the first of the New Year. The Board was in total agreement; therefore, the visit to the Materials Recovery Facility (MRF) will be tabled until next year. SWC Smith invited the Board to attend an Open House in Denton showing the composting process. SWC Smith showed the water bill insert on Grease that was a reminder for grease disposal during the holidays.

5. Receive Staff and Focus Area Committee Report/Updates

- **Volunteer Hours Tracking Sheet**
RS Willis passed around the Volunteer Hours Tracking Sheet for October hours.
- **SL Hamilton Staff Report**
SL Hamilton reminded the Board that Toy Drive Bins would be available on November 10, 2015 and that if they had signed up for a school to please pick up the bin with flyers and take it to the school. He encouraged the Board to check the Coat Drive bins a couple of times a week to see if the coats needed to be picked up and taken to the Dry Cleaning Super Center on Wheatland for cleaning. He encouraged the Board that the Arbor Day Celebration would be at 10:30 a.m. over by the recreation center. SL Hamilton commented that he attended Career Day at Central Elementary and that it was rewarding. SL Hamilton reminded the Board that Recycle Man, Mother Nature and Rudi the Recycle Reindeer would be making appearances at all of the elementary schools very soon.
- **Committee Report/Updates:**
Chairperson Kelley-Schwoch announced that she attended a Neighborhood Vitality Commission meeting last month noting that Assistant City Manager Smith was their commission liaison. She commented that KDB and Neighborhood Vitality overlap in several respects and that maybe they should be invited to join in one of KDB's meetings. Several questions and concerns were posed afterwards; however, it was thought best to bring these to the Annual KDB Retreat on December 4, 2015.
The success of the Annual Garden Workshop held on October 17, 2015 was brought up for discussion. Those who volunteered thought it was a great event with the exception that the early sessions were not as well attended as they had hoped. Board member Alegria suggested having seed packets available to hand out.

Beautification – No report.

Litter/Recycling – No report.

Partnership – Board member Veracruz reported to the Board that KDB had a very supportive event at National Night Out. The Board had great support from the volunteers; lots of interaction with everyone that passed by their table and made Keep Duncanville Beautiful to several citizens who did not know they existed. He thanked everyone for their support and coming out to help.

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

The meeting was adjourned unanimously at 9:29 a.m.