

**KEEP DUNCANVILLE BEAUTIFUL
REGULAR MEETING
Council Briefing Room
203 Wheatland Road
April 1, 2016
Minutes**

Board Members Present: Madeline Kelley-Schwoch (Chairperson), Bobby Cutler Hill (Vice-Chairperson), Lee Burton, Daniel Flores, Emily Gwynn, Barbara McComb, Lonnie McKnight, Dotti Pennebaker, Joe Veracruz, Brenda Wilson, Dorothy Wolverton and Mayor David Green

Board Members Absent: Frank Alegria, Patti Clemmer and Council Liaison Dr. Ron Dotson

City Staff Present: Timothy Hamilton, Parks Superintendent and KDB Staff Liaison (SL), and Pam Willis, Recording Secretary (RS)

Guests Present: Gale Sliger, Susan Hugman and DEDC Director Jessica James

Chairperson Kelley-Schwoch called the meeting to order at 8:35 a.m.

1. Public Discussion Period:

Gale Sliger, former Board member, said that she loved seeing all the KDB members there.

2. Consider Approval of Minutes of the Regular Meeting held on March 4, 2016:

Chairperson Kelley-Schwoch asked if everyone had had time to read over the March 4, 2016 minutes. A motion to accept the minutes as written was made by Vice-Chairperson Cutler-Hill; a second was made by Board member McComb. A vote was taken with a unanimous approval of 11 For and 0 Opposed. Board members Alegria and Clemmer were absent from the vote.

3. Nominate May 2016 Business Beautification Award Recipient:

SL Hamilton asked Board member Flores for his nominations for the Business Beautification Award (BBA). Board member Flores suggested the Sonic Headquarters on Main Street and the City Credit Union on Hwy. 67 at Daniieldale. The Board received nomination from Board member Pennebaker that the BBA go to the City Credit Union; a second was received from Board member Wolverton. A vote was cast with 11 for and 0 opposed to make the City Credit Union, 506 E. Hwy. 67 be the May Business Beautification Award Recipient. Board members Alegria and Clemmer were absent from the vote.

4. Recap HHW Event held on March 12, 2016:

SL Hamilton explained to the Board that SWE Smith would have numbers on how many were

serviced sometime in the near future. Board member Gwynn commented that she thought everyone stayed busy. Chairperson Kelley-Schwoch countered that with she didn't think it was as busy as last year. One thing that would need to be discussed is how to get the people through the lane and keeping the traffic flowing. It seemed to slow down more with taking names and addresses.

5. Recap of Flavor of Duncanville Event held on March 17, 2016:

Chairperson Kelley-Schwoch asked Board member Veracruz to speak because he chairs the Partnership Committee. He explained that his committee had met to discuss what needed to be done to get ready for Flavor of Duncanville. He had been assigned the task of picking up the tree which unfortunately got wet and could not be put up that evening. Board member Gwynn was in charge of finding seeds and candy. Board member Veracruz thanked SL Hamilton for setting everything up. The Green Tips Guy, Jason Winningham, stayed the entire time talking with everyone that walked by which was very nice. An item of discussion was what kind of budget was there for this event. Maybe in the budgeting process this event should be added. Thanks were given to Board members Burton for the green hats and Flores for getting the flyers and post cards.

6. Discuss Operation Clean Duncanville to be held on April 9, 2016:

SL Hamilton said that SWC Smith needed at least 6 volunteers to help with this event. He explained to the Board that Operation Clean Duncanville (OCD) is on Saturday, April 9, 2016 from 8:30am to 2:30pm at Armstrong Park. There will be breakfast and lunch provided also. This event includes trash, electronics and paper shredding. Chairperson Kelley-Schwoch asked Board member Burton, chair of the Recycle Committee, to get the volunteers and schedule set up for this event.

7. Discuss and Determine Three (3) Action Items for the Monarch Pledge and Responsibility for Them:

The actions for the Monarch Pledge that were suggested are:

1. Issue a Proclamation to raise awareness about the decline of the monarch butterfly and the species' need for habitat.
2. Launch a public communication effort to encourage citizens to plant monarch gardens at their homes or in their neighborhoods. (Garden Workshop)
6. Host or support a native plant sale or milkweed seed giveaway event.
8. Plant a monarch-friendly demonstration garden at City Hall or another prominent location.
22. Integrate monarch butterfly conservation into the city's Park Master Plan, Sustainability Plan or other city plans.
24. Adopt pesticides practices that are not harmful to pollinators.

At least three (3) of these action items listed would be decided for the Monarch Pledge and responsibilities discussed at a future meeting.

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

- Partnership Committee: Board member Veracruz reported that his committee had met and discussed Flavor of Duncanville; however, though he thought it was a success that for the next event that a budget should be discussed as well as what handouts to use.
- Litter/Recycling Committee: Nothing to report; however, the topic of recycling was discussed at the Flavor of Duncanville.
- Beautification Committee: Nothing to report at this time.
- Volunteer Hours Tracking Sheet: RS Willis passed around the Volunteer Hours Tracking Sheet. Everyone was asked to fill in hours in the yellow highlighted area for March.
- SL Timothy Hamilton:
 - a. Budget Update – SL Hamilton commented to the Board that the Budget is due for him on April 15, 2016. He noted that there were expenses that were not in FY16 budget, but he used other funding for them so they could happen like Flavor in Duncanville. Board member McComb inquired whether funding could be moved around or more acquired. SL Hamilton explained to the Board that he would get with Chairperson Kelley-Schwoch and discuss. He also introduced Director Jessica James since Keep Duncanville Beautiful's budget is established by 4B funding.
 - b. GCAA Update – SL Hamilton explained to the Board that KDB did not win as far as the GCAA voting went. He did not have the scores as of yet, but would give them out in the next meeting in May if he did.

Vice-Chairperson Cutler-Hill and Board member Burton made a motion for adjournment. The meeting was adjourned at 9:54 am.