



**KEEP DUNCANVILLE BEAUTIFUL BOARD  
REGULAR MEETING  
COUNCIL BRIEFING ROOM, DUNCANVILLE CITY HALL  
203 E. WHEATLAND RD.  
March 8, 2019 @ 8:30 A.M.**

**AGENDA**

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**ITEM  
NO.**

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CALL TO ORDER

1. Public discussion period.
2. Consider approval of minutes of the regular meeting held February 1, 2019.
3. Discuss slogan sign implementation.
4. Discuss KDB Annual Garden Workshop to be held March 9, 2019.
5. Discuss Household Hazardous Waste event to be held March 23, 2019.
6. Discuss Operation Clean Duncanville to be held April 6, 2019.
7. Receive staff report/updates.

ADJOURN

**POSTED Monday, March 4, 2019 by 5:00 P.M.**

 3/4/19

**TIMOTHY HAMILTON, STAFF LIAISON**

*Members of the City Council, including a possible quorum, might be present in the audience and some of the City Council members might make comments or participate in the discussion as audience members. There will be no vote or action by the City Council.*

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# Keep Duncanville Beautiful

## 2019 Event Calendar

January 2019	February 2019	March 2019
<p>01 New Year's Day (Closed)</p> <p>04 KDB January Meeting KDB Business Beautification Award (BBA) – due to Board</p> <p>12 Litter Survey @ 9 a.m.</p> <p>21 MLK Observance (Closed)</p>	<p>01 KDB February Meeting Spring Curb Appeal Nominations Due</p> <p>19 BBA – City Council Recognition</p> <p>*District 1 – Mary Ann Taylor</p> <p>*District 2 – Bobby Cutler-Hill</p> <p>*District 3 – Barbara McComb</p> <p>*District 4 – Joe Veracruz</p> <p>*District 5 – Liz Smith</p> <p>*BBA – Peg Shrum</p>	<p>05 Spring Curb Appeal City Council Recognition</p> <p>08 KDB March Meeting</p> <p>09 Annual Garden Workshop</p> <p>23 Household Hazardous Waste</p>
April 2019	May 2019	June 2019
<p>05 KDB April Meeting May Business Beautification Award (BBA) – due to Board</p> <p>06 Don't Mess with Texas Trash-off</p> <p>19 Good Friday (Closed)</p> <p>22 Earth Day</p>	<p>03 KDB May Meeting Summer Curb Appeal Nominations due</p> <p>07 BBA – City Council Recognition</p> <p>27 Memorial Day (Closed)</p>	<p>04 Summer Curb Appeal City Council Recognition</p> <p>07 KDB June Meeting</p> <p>08 Keep Texas Waterways Clean</p> <p>18-20 KTB's Annual Conference in Rockwall, Texas</p>
July 2019	August 2019	September 2019
<p>04 Independence Day (Closed)</p> <p>05 August Business Beautification Award (BBA) – due to Board</p>	<p>02 Fall Curb Appeal Nominations due</p> <p>06 BBA – City Council Recognition</p>	<p>02 Labor Day (Closed)</p> <p>03 Fall Curb Appeal City Council Recognition</p> <p>06 KDB September Meeting</p> <p>27-28 PIP Days</p>
October 2019	November 2019	December 2019
<p>01 National Night Out</p> <p>04 KDB Annual Retreat November Business Beautification Nominations – due to Board</p> <p>04-05 PIP Days</p> <p>12 Sweep It Out Saturday</p>	<p>01 KDB November Meeting Winter Curb Appeal Nominations due</p> <p>02 Arbor Day Celebration</p> <p>04 Toy/Coat Recycling Begin</p> <p>05 BBA – City Council Recognition</p> <p>21 &amp; 22 Thanksgiving (Closed)</p>	<p>03 Winter Curb Appeal City Council Recognition</p> <p>06 KDB December meeting</p> <p>06 Duncanville Christmas Parade</p> <p>09 Toy/Coat Recycling Last Pickup</p> <p>24 &amp; 25 Christmas (Closed)</p>

Month - Complete

**KEEP DUNCANVILLE BEAUTIFUL BOARD  
REGULAR MEETING  
BRIEFING ROOM, CITY HALL  
203 E. WHEATLAND ROAD  
FEBRUARY 1, 2019 @ 8:30 A.M.**

A meeting of the Keep Duncanville Beautiful Board was held on Friday, February 1, 2019, at 8:30 a.m. with a quorum present to wit:

Lee Burton	Chairperson	Present
Barbara McComb	Vice Chairperson	Present
Sylvia Clark	Board Member	Present
Bobby Cutler-Hill	Board Member	Present
Julie Lee	Board Member	Present
Dotti Pennebaker	Board Member	Absent (E)
Margaret Shrum	Board Member	Present
Liz Smith	Board Member	Absent (E)
Mary Ann Taylor	Board Member	Present
Joe Veracruz	Board Member	Present
Timothy Hamilton	Staff Liaison	Present
Athena Seaton	Planning Technician	Present

The meeting convened in the Council Briefing Room and was called to order at 8:34AM by Chair Burton.

**Item No. 1 - Public Discussion Period:**

Janet Veracruz, wife of board member Veracruz was in attendance and expressed interest in serving on the KDB Board. Athena Seaton also shared that the Zoning Ordinance Update Community Open House would be held February 6, 2019 from 6:30-8:30pm at the Senior Center and encouraged all to attend.

**Item No. 2 – Consider approval of minutes of the regular meeting held January 4, 2019:**

Chair Burton asked if everyone had had time to read over the January 4, 2019 minutes. It was noted at this time that the agenda item under consideration erroneously called the January 4, 2019 meeting a retreat. A motion was made by board member Shrum to accept the minutes as written; a second was made by board member Lee. A vote was taken with a unanimous approval of 8 for and 0 opposed.

**Item No. 3 – Discuss logo renovation and what steps needed to be taken:**

SL Hamilton mentioned that the City Manager had requested that the in-depth logo discussion be delayed until after the May elections. Board member Shrum brought forward information about E49 Creative Co., a Cedar Hill business that does logo design for board and staff consideration. The consensus was to follow the City Manager's lead in this item.

**Item No. 4 – Receive KDB Spring 2019 Curb Appeal nominations from board members:**

SL Hamilton requested that these be turned in to him by February 6, 2019 so that they could be properly vetted. The winners will be recognized at the March 4, 2019 City Council meeting.

**Item No. 5 – Discuss 2019 KDB Litter Survey results:**

Chair Burton recapped the Litter Survey conducted January 12, 2019. SL Hamilton thanked the board participants and shared that the results were a slight increase from 1.74 to 1.82. It was also mentioned that next year's route would feature new sites to monitor for a new 4-5 year period.

**Item No. 6 – Discuss KDB Annual Garden Workshop to be held March 9, 2019:**

SL Hamilton stated that the Dallas County Master Gardeners Speakers Bureau had been solicited for speakers and that the topics were being finalized. Cox Farms will be a sponsor again and provide plants as table centerpieces doubling as door prizes.

**Item No. 7 – Discuss Household Hazardous Waste event to be held March 23, 2019:**

SL Hamilton mentioned that the new Solid Waste Coordinator was Shonda Vaughn and that the KDB board would be needed in its usual capacity as survey takers for this event. Board members Clark, Lee, Veracruz, Chair Burton, and Vice Chair McComb all indicated their willingness to volunteer for the event that would run from 9am – 3pm.

**Item No. 8 – Discuss Operation Clean Duncanville to be held April 6, 2019:**

SL Hamilton mentioned that Operation Clean Duncanville would be from 8am – 1pm per the usual setup with board members needed as survey takers on James Collins Blvd. and greeters for the volunteer cleanup part of the event. It was recommended by the KDB board that Girl Scout and Boy Scout troops be contacted as well as church youth groups to volunteer to help clean up the community litter hotspots.

**Item No. 9 – Receive staff report/updates:**

SL Hamilton shared that he was leaving soon for the Keep America Beautiful Annual Conference in Baltimore Feb. 6-8, 2019 and would return with an update during March's staff report. He also advised that the KDB's GCAA application was in its final stages and due by Feb. 15, 2019. SL Hamilton will also be judging the GCAA and KTB awards as part of his KTB board member involvement Feb. 28 – Mar. 1, 2019.

A motion for adjournment was made by board member Cutler-Hill and seconded by Vice Chair McComb. The meeting was adjourned at 9:50 a.m.

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Timothy Hamilton, Staff Liaison

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Lee Burton, Chairperson

KDB Board Member and Volunteer Hours													
2019 Calendar Year													
Month	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Totals
Burton, Lee	4.5												4.5
Clark, Sylvia													0
Cutler-Hill, Bobby	3												3
Lee, Julie													0
McComb, Barbara	6.5												6.5
Pennebaker, Dotti													0
Shrum, Margaret	2												2
Smith, Liz													0
Taylor, Mary Ann													0
Veracruz, Joe													0
Other Volunteers													0
<b>TOTAL 2019</b>	16	0	0	0	0	0	0	0	0	0	0	0	16
<b>Grand Total - 2019</b>	16												