



**KEEP DUNCANVILLE BEAUTIFUL  
REGULAR MEETING  
Council Briefing Room  
203 E. Wheatland Road  
September 7, 2018**

Board Members Present: Lee Burton, Sylvia Clark, Julie Lee, Barbara McComb, Margaret Shrum, Liz Smith, Mary Ann Taylor, and Vice-Chair Joe Veracruz

Board Members Absent: Chair Bobby Cutler-Hill, Dotti Pennebaker

City Staff Present: Timothy Hamilton, Staff Liaison/Parks Superintendent, Athena Seaton, Planning Technician

**Vice-Chair Veracruz 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 June 1, 2018 and the special meeting held August 11, 2018.**

Vice-Chair Veracruz asked if everyone had had time to read over the June 1, 2018 and August 11, 2018 minutes. A motion was made by board member Lee to accept the minutes as written; a second was made by board member Clark. A vote was taken with a unanimous approval of 8 for and 0 opposed.

**3. Discuss KDB participation in the Property Improvement Program (PIP) to be held September 28-29, 2018.**

SL Hamilton reminded the board of the opportunity to participate. Board members Burton, Shrum, and Taylor advised that they were interested in helping with this effort. SL Hamilton said that he would pass the names interested in serving along to Betty Dunn with First United Methodist who is coordinating the effort.

**4. Discuss KDB participation in the National Night Out October 2, 2018.**

Vice-Chair Veracruz asked about the hours of the event and it was stated that it would be from 5 - 8pm. Board members Clark, McComb, Shrum, & Smith stated that they would come at 4pm, with board members Taylor, Burton, & Lee coming at 6pm. Ideas such as having a place to record a pledge to recycle and not litter, having recycle bins to give away, a do & don't pile of recyclables, and prizes for liking & following Keep Duncanville Beautiful on Facebook were discussed and will be looked into.

**5. Discuss the KDB Annual Board Retreat to be held on October 5, 2018.**

SL Hamilton advised the board that new board members would not be appointed by City Council until the October 16, 2018 City Council meeting at the earliest. With this in mind, the board agreed it was best to delay the Annual Board Retreat until December 7, 2018 @ the Chamber of Commerce. Furthermore, the board indicated that they would like SL Hamilton to contact Cecile Carson regarding possibly facilitating the retreat. Board member Shrum requested that more time be scheduled for the board to flesh out ideas.

**6. Discuss the 2018 Sweep It Out Saturday event to be held October 13, 2018.**

SL Hamilton stated that this event from 8am – 1pm would be very similar to the Don't Mess with Texas Trash Off held in April with the addition of a mini-HHW. Board members Burton, McComb, and Lee indicated their interest in participating.

**7. Receive report on the 51<sup>st</sup> Annual Keep Texas Beautiful Conference held in Georgetown in June.**

Board member Smith and SL Hamilton shared about the classes that they attended at the state conference in Georgetown. Board member Smith stated that it was great information and a great opportunity to network with others.

**8. Receive Staff Report/Update:**

- **Volunteer Hours Tracking Sheet:** SL Hamilton passed around the Volunteer Hours Tracking Sheet requesting Board members to list their volunteer hours for the summer.
- **SL Hamilton Staff Report:** SL Hamilton informed the board that he had been working on the Keep Duncanville Beautiful Facebook page but needed board members to like and follow the page. SL Hamilton also recommended sharing posts to expand the reach of the page. SL Hamilton also shared some of the challenges with getting the Fall 2018 Curb Appeal properties approved through Code Enforcement.

A motion for adjournment was made by board member McComb and seconded by board member Lee. The meeting was adjourned at 9:52 a.m.