



PUBLIC NOTICE

**NOTICE OF SPECIAL SESSION
KEEP CORINTH BEAUTIFUL (KCB) BOARD
CITY OF CORINTH
THURSDAY, JUNE 18, 2020, 6:00 P.M.
CORINTH CITY HALL – 3300 Corinth Parkway**

NOTICE IS HEREBY GIVEN of a Meeting of the Keep Corinth Beautiful Board to be held at Corinth City Hall located at 3300 Corinth Parkway, Corinth, Texas. The agenda is as follows:

CALL TO ORDER

CITIZENS AGENDA: In accordance with the Open Meetings Act, the Board is prohibited from acting on or discussing (other than factual responses to specific questions) any items brought before them at this time. Citizen's comments will be limited to 3 minutes. Comments about any of the Board agenda items are appreciated by the Board and may be taken into consideration at this time or during that agenda item. Please complete a Public Input form if you desire to address the Board. All remarks and questions addressed to the Board shall be addressed to the Board as a whole and not to any individual member thereof. * Section 30.041B Code of Ordinance of the City of Corinth.

BUSINESS:

1. Approve May 2020 Minutes
2. Approve May 2020 Financials
3. Event Update
4. Adopt-A-Spot
5. Board Member Update

ADJOURN:

Posted this 15th day of June 2020, at 5:00 P.M. on the bulletin board at Corinth City Hall.

Lana Wylie
Lana Wylie
Interim City Secretary
City of Corinth, Texas

Corinth City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 940.498-3200 or FAX 940.498-7505 for more information.

BRAILLE IS NOT AVAILABLE

Item 1: Approve May 2020 Minutes

Approval of KCB meeting minutes.

Staff Recommendation:



**KEEP CORINTH BEAUTIFUL REGULAR SESSION
MAY 26, 2020 Minutes**

**STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH**

On this the 26th day of May 2020 the Keep Corinth Beautiful Board of the City of Corinth, Texas met in Special Session at the Corinth City Hall at 6:00 P.M., located at 3300 Corinth Parkway, Corinth, Texas with the following members present:

Board Members Present

Amanda Scallon, Chairperson
Magan Lersch, Board Member
Justus Carlile, Board Member
Jeff Cook, Board Member
Scott Porter, Board Member

Board Members Absent

Kristen Fisher, Board Member

Staff Members Present

Lana Wylie, Interim City Secretary

CALL TO ORDER: Chairman Scallon called the meeting to order at 6:08 p.m.

BUSINESS:

1. Approve February 2020 Minutes
 - Chairman Scallon motioned to approve minutes, Board Member Cook seconded the motion. **Motion passed unanimously.**
2. Approve February, March, April 2020 Financials
 - Chairman Scallon motioned to approve financials, Board Member Cook seconded the motion. **Motion passed unanimously.**
3. Events Update, Past/Upcoming - The board discussed, as a board, cleaning up the trail head project initially scheduled for the Big Event. They agreed to proceed with the project as a board. The volunteer fair for UNT, it will be a virtual meet and greet. Chairman Scallon invited all to attend. KCB will have a marketing table at Pumpkin Palooza, Saturday, October 17, 2020, 11am – 9pm and will also host the rain barrel workshop from 9am – 11am AND Texas Recycles Day with the recycling/clean-up from 10am – 1pm, on Saturday, November 14, 2020 with a tentative location of the Public Safety Complex.
 - Events Canceled
 - o State of the City
 - o Easter Egg-Stravaganza
 - o UNT Big Event
 - o KCB (Lake Cities Recycles) Arbor Day/Rain Barrel
 - Future Events
 - o Board beautification project - revamp trailhead flower bed (originally scheduled as Big Event project)
 - o UNT Volunteer fair – Wednesday, September 16, 2020
 - o Pumpkin Palooza – October 17, 2020
 - o Rain Barrel Workshop/Texas Recycles Day – November 14, 2020
4. Coca~Cola Recycling Grant
 - o CWD donated two clear stream units
 - o All containers are in place with signage

o Wrap-up report complete and filed with KTB

5. Adopt-A-Spot – Chairman Scallon discussed with the board, the program requirements and the updates to the website, making the process more user friendly for all. Board Member McNally (resigned) was in the process of revamping the program; Board Member Lersch agreed to take ownership of the adopt-a-spot program, along with assistance from Board Member Carlile.

6. Board Member Update

- Volunteer hours – minimal hours have been worked due to COVID-19, members to add hours
- Corinth Connect – article focused on Adopt-a-spot and will be in the newsletter
- KCB Inventory Report – stickers, seed packets, gloves and magnets need to be added and two shirts for City volunteers from 2019 Texas Recycles event – Patrick Hubbard & Jeff Hyde
- Eagle Scout project ideas – conservation projects, cutting back trees on the trails, building benches
- Budget – promotional items – The board discussed purchasing the following promotional items:
 - o Child size shirts
 - o Adopt-a-spot shirt
 - o Magnetic name tags for the board
 - o Adopt-a-spot signs
- Annual report submitted
- Cyber Security – Chairman Scallon set a deadline of June 10, 2020.
- Annual report was submitted and approved by KTB
- Butterfly garden – beginning discussion and site visit to review how to proceed
- June 18, 2020 – City Council recognition for Silver Star Affiliate, Chairman Scallon made a motion to cancel June 16th Regular Session and hold a Special Session at 6pm on Thursday, June 18th. Board Member Porter seconded the motion. **Motion passed unanimously.**

ADJOURN:

Chairman Scallon adjourned the meeting at 7:07 p.m.

Approved by: _____
Amanda Scallon, Chairperson

Attested by: _____
Lana Wylie
Interim City Secretary

Item 2: Approve May 2020 Financials

Review and approve expenditures/revenues.

[Board Meeting Budget Approvals](#)

[Detail vs Budget Report.xlsx](#)

Staff Recommendation:



Corinth, TX

Detail vs Budget Report

Account Detail

Date Range: 05/01/2020 - 05/31/2020

| Account | Name | Encumbrances | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining | |
|-------------------------------------|-------------------------|---------------------------------------------|-------------------|---------------------------------|----------------------------------|------------------------|------------------|------------------|----------------|
| 401 - KEEP CORINTH BEAUTIFUL | | | | | | | | | |
| Revenue | | | | | | | | | |
| 401-0000-41050 | MERCHANDISE-CONCESSIONS | 0.00 | 0.00 | -264.00 | 0.00 | -264.00 | 264.00 | 0.00% | |
| 401-0000-41200 | DONATIONS | 0.00 | -5,000.00 | 0.00 | 0.00 | 0.00 | -5,000.00 | -100.00% | |
| 401-0000-41410 | INTEREST INCOME | 0.00 | 0.00 | -237.87 | -13.15 | -251.02 | 251.02 | 0.00% | |
| Post Date | Packet Number | Source Transaction | Pmt Number | Description | Vendor | Project Account | | Amount | |
| 05/31/2020 | GLPKT03520 | 19885 | | Bank Interest | | | | -13.15 | |
| | | Revenue Totals: | 0.00 | -5,000.00 | -501.87 | -13.15 | -515.02 | -4,484.98 | -89.70% |
| Expense | | | | | | | | | |
| 401-1004-52000 | ADVERTISING | 0.00 | 500.00 | 775.26 | 0.00 | 775.26 | -275.26 | -55.05% | |
| 401-1004-52202 | CONTINGENCY | 0.00 | 5,000.00 | 1,170.61 | 0.00 | 1,170.61 | 3,829.39 | 76.59% | |
| 401-1004-52500 | DUES & SUBSCRIPTIONS | 0.00 | 800.00 | 225.00 | 0.00 | 225.00 | 575.00 | 71.88% | |
| 401-1004-53000 | GENERAL SUPPLIES | 0.00 | 1,500.00 | 3,434.41 | 480.00 | 3,914.41 | -2,414.41 | -160.96% | |
| Post Date | Packet Number | Source Transaction | Pmt Number | Description | Vendor | Project Account | | Amount | |
| 05/31/2020 | GLPKT03367 | 19781 | | Rcl Recycle trash cans w/logo-5 | | | | 2,000.00 | |
| 05/31/2020 | GLPKT03402 | 19809 | | Correct JE 19803 KCB | | | | -2,000.00 | |
| 05/31/2020 | APPKT00758 | JCAO 05/20-1 | DFT0001341 | BEE FEED FLOWER MIXTURE | 995486 - JP MORGAN CHASE BANK NA | | | 480.00 | |
| 401-1004-56000 | TRAINING | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100.00% | |
| 401-1004-56100 | TRAVEL/MEALS/LODGING | 0.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 100.00% | |
| | | Expense Totals: | 0.00 | 10,800.00 | 5,605.28 | 480.00 | 6,085.28 | 4,714.72 | -43.65% |
| | | 401 - KEEP CORINTH BEAUTIFUL Totals: | 0.00 | 5,800.00 | 5,103.41 | 466.85 | 5,570.26 | 229.74 | -3.96% |
| | | Report Total: | 0.00 | 5,800.00 | 5,103.41 | 466.85 | 5,570.26 | 229.74 | -3.96% |

Fund Summary

| Fund | Encumbrances | Fiscal Budget | Beginning Balance | Total Activity | Ending Balance | Budget Remaining | % Remaining |
|------------------------------|--------------|-----------------|-------------------|----------------|-----------------|------------------|-------------|
| 401 - KEEP CORINTH BEAUTIFUL | 0.00 | 5,800.00 | 5,103.41 | 466.85 | 5,570.26 | 229.74 | |
| Report Total: | 0.00 | 5,800.00 | 5,103.41 | 466.85 | 5,570.26 | 229.74 | |

Item 3: Events Update

Events

- Board beautification project (previously Big Event) – June 14, 10am
 - Approve budget for purchases/reimbursements - \$481.86
 - Plants/Dyno dirt/Soil \$373.91
 - Breakfast-Lunch/drinks \$25 (estimated for breakfast...lost receipt-damaged)+\$54 lunch
 - Other- Vehicle detail \$28.95
 - Virtual community clean up/Social Media campaign as part of the KTB event
- Boards appreciation dinner – August 27, 2020 – Time TBD
- UNT Volunteer fair – to be held 09/16/2020, time TBD

Online informational session 06/02/2020, 3pm

Recap:

Thanks again for joining us for our Volunteer Fair Info Session, we are so excited to have you all on board for our students! Below I have outlined a recap of our session as well as the link to register as a partner for the fair.

- UNT Virtual Volunteer Fair will be on **Wednesday, September 16th**
- You will be joining virtually from your own computer via the Zoom video conferencing platform
- *If you do not have the technological capabilities to join, please let Maci or I know and we can outline other possible options*
- The day will be broken up into categories (dependent on size, multiple categories might be together in one time slot)
- You will select the category that best aligns with your organization
- Based on category, you will be assigned **2 time slots** (morning & afternoon) with your like category members
- Please prepare a 2-3 minute spiel about you, your organization and cause, how students can benefit from volunteering with you all, outline a couple of opportunities/activities they can/will do if they work with you and lastly, how students can sign up to volunteer with you
- *If you would like to show a brief video or any other document while you are introducing yourself, please include that in your registration under the comments section with a link or attachment so that we can plan accordingly.*

Register here: https://unt.az1.qualtrics.com/jfe/form/SV_e4MJ62PNZfUBrIH

We hope that you all are as excited as we are about hosting this opportunity for our students and as mentioned before, please feel free to pass along my contact information or info about the virtual fair to others who you feel would be interested in participating. We want to include as many community partners as possible for our students J

- State of the City 10/03/2020 – Tentative
- Rain Barrel workshop **9am – 11am** /Texas Recycles Day **10am – 1pm** – November 14, 2020
 - Due to a possible resurgence of COVID in the fall should KCB consider moving the date up earlier in the fall?

Staff Recommendation:

Item 4: Adopt-A-Spot

Adopt-A-Spot

- Quote from FastSigns [Estimate-CityofCorinth-AdoptAStreetSigns-.docx](#)
- Monthly/Bi-Weekly FB post promoting program
- Board Update:

Staff Recommendation:

Item 5: Board member update

Board Member Updates:

- Volunteer Hours - [Board member volunteer log](#)
- Corinth Connect –
 - Keep Corinth Beautiful is excited to announce its participation in the Annual Keep Texas Beautiful Great American Clean-Up and we hope our residents will get involved too! The next time you are out walking, enjoying the great outdoors, bring a small trash bag with you and pick up any litter that you find along the way. Post what you've gathered from roadways and/or city parks to the KCB FB page and be automatically entered into a drawing to win a \$50 gift card to _____. At the end of July, KCB will draw a name from the posts and will announce the winner via FB. In addition to the virtual clean-up, the KCB Board members participated in a beautification project on June 14th at the Corinth Community trailhead flowerbed. We hope you will join us in this fun community event and we can't wait to see the involvement from our residents!
- KCB Inventory Report – [Trailer Inventory](#)
- Scout Troop Work-Day –
- Budget – promotional items -
- Cyber Security training -
- Butterfly garden –
- KTB Annual Conference: August 25-26 9 am - 5 pm \$99.00

Our Virtual KTB Conference will be a two-day event held on August 25-26. It will feature educational sessions from 9 a.m. to 5 p.m., q+a functions to interact digitally, interactive activities, a private Facebook group, and more.

At this year's conference, you will be able to: celebrate and recognize the achievements of community leaders, inspiring youth, civic groups, businesses, and governments; experience sessions that are filled with innovative approaches to community beautification, waste reduction, and litter prevention; find networking opportunities and engaging presentations from knowledgeable experts and those with a passion for the environment.

Staff Recommendation:



More than fast. More than signs.™

Estimate

480- 22682

Estimate Date: 6/4/2020 10:22:05AM

Printed: 6/4/2020 10:22:42AM

FASTSIGNS Denton # 13901

2119 Sadau Ct.
Denton, TX 76210
ph: 940-383-1785
fax: 940-566-1869
Email: 480@fastsigns.com

Customer: **City Of Corinth**
Contact: Peter Cunningham
Description: RW - Dibond - 080 Aluminum 18x12 - Adopt A Street
Sales Person: Robby Wells
Clerk: Robby Wells

ph: (940) 000-0000

email: .

| | Product | Qty | Sides | H x W | Unit Cost | Totals |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------|---------|-----------|----------|
| 1 | DiBond 3mm Description: DiBond 3mm - Matte Laminate - Rounded Corners Color: Artwork Setup on White Text: <Adopt A Street> | * 10 | 1 | 18 x 12 | \$37.55 | \$375.50 |
| 2 | Aluminum .080 Description: Aluminum .080 - Matte Laminate - Rounded Corners Color: Artwork Setup on White Text: <Adopt A Street> | * 10 | 1 | 18 x 12 | \$47.75 | \$477.50 |

Notes:

Bill To: City Of Corinth
Peter Cunningham
3300 Corinth Pkwy
Corinth, Tx 76208

Payment due upon completion of order.

Received/Accepted By: _____

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