



PUBLIC NOTICE

**NOTICE OF A REGULAR SESSION
KEEP CORINTH BEAUTIFUL (KCB) BOARD
CITY OF CORINTH**

**TUESDAY, SEPTEMBER 15, 2020, 6:00 P.M.
CITY HALL
3300 CORINTH PARKWAY
CORINTH, TX 76208**

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 August 2020 Minutes
2. Approve June/July 2020 Financials
3. Event Update
4. Adopt-A-Spot
5. Board Member Update

ADJOURN:

Posted this 11th day of September 2020, at 10:00 A.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 August 2020 Minutes

Approval of KCB meeting minutes.

Staff Recommendation:



KEEP CORINTH BEAUTIFUL REGULAR SESSION
August 18, 2020 Minutes

STATE OF TEXAS
COUNTY OF DENTON
CITY OF CORINTH

On this the 18th day of August 2020, the Keep Corinth Beautiful Board of the City of Corinth, Texas met in Regular 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

Kristen Fisher, Board Member
Jeff Cook, Board Member

Board Members Absent

Scott Porter, Board Member

Staff Members Present

Lana Wylie, Interim City Secretary
Jason Cao, Operations Manager

CALL TO ORDER: Chairman Scallon called the meeting to order at 6:07 p.m.

BUSINESS:

1. Approve June 2020 Minutes
 - Board Member Carlile motioned to approve minutes. Board Member Lersch seconded the motion. **The motion passed unanimously.**
2. Approve June/July 2020 Financials
 - Chairman Scallon requested to move approval of the June and July 2020 financials to the September meeting.
3. Events Update, Past/Upcoming
 - Chairperson Scallon submitted the KTB wrap-up report and updated the Board with general results. She will have the full report for the September meeting.
 - The Facebook virtual clean-up had one resident participate. The Board approved (2) \$25 gift cards for the participant. Board Member Lersch inquired about the analytics of the post, Chairperson Scallon and Wylie will research and report. Luke D. and his father were included in the results. They cleaned up the new growth for 95 trees on Lake Sharon between Post Oak and Corinth Parkway.
 - The Board Appreciation Dinner - canceled.
 - UNT Volunteer Fair – KCB did not participate due to a lack of projects with Covid-19.
 - State of the City - canceled.
 - The Rain Barrel workshop – the Board decided to postpone the event and reevaluate in a future meeting.
 - Lake Cities Recycles/Trash-Off – November 14th.
 - The Board discussed:
 - Beginning marketing for the event
 - Signs
 - Save the date cards
 - Board Member Carlile will inquire about utilizing NCTC parking lot
 - Board Member Cook will inquire about Lake Dallas High School
 - Staff liaison Cao will post on Public Works' signboards – one to two weeks before the event

- Staff liaison Wylie will contact the other cities to possibly coordinate a meeting, including verifying the shred truck

4. Adopt-A-Spot

- The Board decided to have predetermined locations for adoption and take suggestions from residents, which will require approval from Public Works. Board Member Lersch will revise the map and send it to Wylie for GIS to finalize. They decided to add a list of streets and the map to the website, along with the option of additional spots.
- Cao is working on the purchase of signs for the locations.
- The Board will also continue using Facebook to market the program.

5. Board Member Update

- Volunteer hours – The Board has not worked many hours, but some members require permission to add to the file. Chairperson Scallon and Wylie will review permissions for all.
- Corinth Connect – Chairperson Scallon will send an update for the newsletter.
- KCB inventory report – did not discuss.
- Scout workday – Covid-19 has halted any projects.
- Promotional items – original approved budget was \$2,000.00.
 - Purchase 75 hats from discount mugs for a cost of \$688.75.
 - Purchase 100 youth shirts for a cost of \$475.00.
 - Items remaining for purchase are adult shirts, jackets, name tags for board members, and some city staff.
- Cybersecurity training – Chairman Scallon assigned a due date for the training of August 24th. Board Member Fisher said she would not complete the training since she is not seeking reappointment.
- Butterfly garden – did not discuss, however, Chairperson Scallon requested the Board have ideas for the butterfly garden at the next meeting.
- Board member appointments – Board Member Fisher decided she will not reapply for KCB. She has served on the Board for 15 years. Chairperson Scallon thanked her for her service to KCB and the trails committee.

ADJOURN:

Chairman Scallon adjourned the meeting at 7:11 p.m.

Approved by: _____
Amanda Scallon, Chairperson

Attested by: _____
Lana Wylie, Interim City Secretary

Item 2: Approve June/July 2020 Financials

Review and approve expenditures/revenues.

[Board Meeting Budget Approvals](#)

[Detail vs Budget Report.xlsx](#)

Staff Recommendation:

Item 3: Events Update

Events

- The Great American Clean-Up wrap-up report was submitted on 08/19/2020. KCB planted 16 plants, and a total of 12 volunteers participated in the GAC, including five youths, totaling 115 volunteer hours. Two miles of streets, four parks, and 280 pounds of trash/debris collected. 16+ plants were planted.
- Boards Member of the Year – Presented to Amanda
- Rain Barrel workshop 9am – Spring 2021
- Lake Cities Recycles/Trash Off Nov 14th, 9am – noon KTB Fall Sweep - (Arrive 1 hour early/leave 1pm)
 - Location – NCTC Parking lot
 - Signs – Vinyl and sign board language
 - Vendors – Electronics, Shredder, Trash, Bulky Items, Tire Vendor
 - Sponsorship – Promotional items, food for volunteers, drinks, shredder/electronics, signs...
 - Marketing/Social Media – (Lake Dallas Animal Shelter/Canned food), Facebook, Coordinate with City Communications staff, Save the date, Posters for Local Business display
 - Food – Every aspect from start to finish
- Holiday Grease Roundup

Staff Recommendation:

Item 4: Adopt-A-Spot

Adopt-A-Spot

- [Quote from Fast Signs](#)
 - Public Works will have brackets and poles for reuse
- Location map [Locations](#) – will have updated map at meeting
 - Add the KCB logo, either in addition to the City logo or solo. (attached)
 - All parks listed are available for adoption.
 - Add:

Keep Corinth Beautiful
3300 Corinth Parkway, Suite 210
Corinth, TX 76208
Lana Wylie, Staff Liaison
940-498-3242

Cityofcorinth.com/kcb
kcb@cityofcorinth.com
Facebook [@keepcorinthbeautifultx](https://www.facebook.com/keepcorinthbeautifultx)

- 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](#)
- Facebook analytics
- Corinth Connect – Promote Lake Cities Recycles/Trash-Off event 11/14/2020
- KCB Inventory Report – [Trailer Inventory](#)
- Scout Troop Work-Day – Revamp entrance to the ball fields



- Budget – promotional items



Window E
Color: Whi

- Cyber Security training – Congrats! All complete for now!!
- Butterfly garden – Bring ideas to the meeting for beautification of the flower beds
- Board Member Fisher/Porter
- Board member appointments – 3 vacancies, interviews September 28 – 30. What is your ideal member?

Staff Recommendation:



Corinth, TX

Detail vs Budget Report

Account Detail

Date Range: 06/01/2020 - 08/31/2020

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
401 - KEEP CORINTH BEAUTIFUL	MERCHANDISE-CONCESSIONS	0.00	0.00	-264.00	0.00	-264.00	264.00	0.00%
Revenue								
<u>401-0000-41050</u>								
<u>401-0000-41200</u>	DONATIONS	0.00	-5,000.00	0.00	-5,000.00	-5,000.00	0.00	0.00%
07/30/2020	Source Transaction							
	20050							
	Pmt Number							
	Description							
	MISC RECLASS - KCB DONATION							
<u>401-0000-41410</u>	INTEREST INCOME	0.00	0.00	-251.02	-22.86	-273.88	273.88	0.00%
06/30/2020	Source Transaction							
	20024							
	Pmt Number							
	Description							
	Bank Interest							
07/31/2020	Source Transaction							
	20212							
	Pmt Number							
	Description							
	Bank Interest							
Expense								
<u>401-1004-52000</u>	ADVERTISING	0.00	1,276.00	775.26	0.00	775.26	500.74	39.24%
<u>401-1004-52202</u>	CONTINGENCY	0.00	2,309.00	1,170.61	477.99	1,648.60	660.40	28.60%
07/31/2020	Source Transaction							
	LWYLIE 07/20-1							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-RETURN-15 BAGS SOIL FOR KCB T							
07/31/2020	Source Transaction							
	LWYLIE 07/20-10							
	Pmt Number							
	DFT0001515							
	Description							
	HOME DEPOT-20 BAGS TOPSOIL-KCB TRAI							
07/31/2020	Source Transaction							
	LWYLIE 07/20-11							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-20 BAGS MULCH-KCB TRAILHEAD							
07/31/2020	Source Transaction							
	LWYLIE 07/20-12							
	Pmt Number							
	DFT0001515							
	Description							
	JOEY O'S-7 BOX LUNCHES FOR VOLUNTEE							
07/31/2020	Source Transaction							
	LWYLIE 07/20-13							
	Pmt Number							
	DFT0001515							
	Description							
	HOME DEPOT-RETURN-9 BAGS TOPSOIL-K							
07/31/2020	Source Transaction							
	LWYLIE 07/20-2							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-RETURN-1 WEED BARRIER FOR KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-3							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-CREDIT FOR TAX CHARGED KCB TR							
07/31/2020	Source Transaction							
	LWYLIE 07/20-4							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-WEED BARRIER & 75 PACK PINS KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-5							
	Pmt Number							
	DFT0001515							
	Description							
	CITY OF DENTON-1/2 YARD OF MULCH							
07/31/2020	Source Transaction							
	LWYLIE 07/20-6							
	Pmt Number							
	DFT0001515							
	Description							
	ALBERTSONS-LOST RECEIPT-BREAKFAST F							
07/31/2020	Source Transaction							
	LWYLIE 07/20-7							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-3 WEED BARRIER 75 PACK PINS KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-8							
	Pmt Number							
	DFT0001515							
	Description							
	4800-458 PRESTIGE CAR WASH/DETAIL-KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-9							
	Pmt Number							
	DFT0001515							
	Description							
	HOME DEPOT-PLANTS FOR KCB TRAILHEA							
Revenue Totals:		0.00	-5,000.00	-515.02	-5,022.86	-5,537.88	537.88	10.76%
Expense								
<u>401-1004-52000</u>	ADVERTISING	0.00	1,276.00	775.26	0.00	775.26	500.74	39.24%
<u>401-1004-52202</u>	CONTINGENCY	0.00	2,309.00	1,170.61	477.99	1,648.60	660.40	28.60%
07/31/2020	Source Transaction							
	LWYLIE 07/20-1							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-RETURN-15 BAGS SOIL FOR KCB NA							
07/31/2020	Source Transaction							
	LWYLIE 07/20-10							
	Pmt Number							
	DFT0001515							
	Description							
	HOME DEPOT-20 BAGS TOPSOIL-KCB TRAI							
07/31/2020	Source Transaction							
	LWYLIE 07/20-11							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-20 BAGS MULCH-KCB TRAILHEAD							
07/31/2020	Source Transaction							
	LWYLIE 07/20-12							
	Pmt Number							
	DFT0001515							
	Description							
	JOEY O'S-7 BOX LUNCHES FOR VOLUNTEE							
07/31/2020	Source Transaction							
	LWYLIE 07/20-13							
	Pmt Number							
	DFT0001515							
	Description							
	HOME DEPOT-RETURN-9 BAGS TOPSOIL-K							
07/31/2020	Source Transaction							
	LWYLIE 07/20-2							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-RETURN-1 WEED BARRIER FOR KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-3							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-CREDIT FOR TAX CHARGED KCB TR							
07/31/2020	Source Transaction							
	LWYLIE 07/20-4							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-WEED BARRIER & 75 PACK PINS KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-5							
	Pmt Number							
	DFT0001515							
	Description							
	CITY OF DENTON-1/2 YARD OF MULCH							
07/31/2020	Source Transaction							
	LWYLIE 07/20-6							
	Pmt Number							
	DFT0001515							
	Description							
	ALBERTSONS-LOST RECEIPT-BREAKFAST F							
07/31/2020	Source Transaction							
	LWYLIE 07/20-7							
	Pmt Number							
	DFT0001515							
	Description							
	LOWES-3 WEED BARRIER 75 PACK PINS KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-8							
	Pmt Number							
	DFT0001515							
	Description							
	4800-458 PRESTIGE CAR WASH/DETAIL-KC							
07/31/2020	Source Transaction							
	LWYLIE 07/20-9							
	Pmt Number							
	DFT0001515							
	Description							
	HOME DEPOT-PLANTS FOR KCB TRAILHEA							

Detail vs Budget Report

Date Range: 06/01/2020 - 08/31/2020

Account	Post Date	Packet Number	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<u>401-1004-52500</u>			DUES & SUBSCRIPTIONS	0.00	800.00	225.00	0.00	225.00	575.00	71.88%
<u>401-1004-53000</u>			GENERAL SUPPLIES	0.00	4,415.00	3,914.41	-2,044.89	1,869.52	2,545.48	57.66%
	08/31/2020	APPKT00878	Source Transaction LWYLIE 08/20-5							
			Pmt Number DFT0001640							
			Description GLOBAL IND-CREDIT FOR DUPLICATE PMT							
			Vendor 995486 - JP MORGAN CHASE BANK NA							
<u>401-1004-56000</u>			TRAINING	0.00	1,000.00	0.00	198.00	198.00	802.00	80.20%
	07/31/2020	APPKT00826	Source Transaction LWYLIE 07/20-18							
	07/31/2020	APPKT00826	Pmt Number DFT0001515							
			Description HOPIN LTD- WYLLIE REGISTR 20 KTB VIRTU							
			Vendor 995486 - JP MORGAN CHASE BANK NA							
			Description HOPIN LTD-SCALLON REGISTR 20 KTB VIR							
			Vendor 995486 - JP MORGAN CHASE BANK NA							
<u>401-1004-56100</u>			TRAVEL/MEALS/LODGING	0.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
				Expense Totals:						
				0.00	10,800.00	6,085.28	-1,368.90	4,716.38	6,083.62	-56.33%
				401 - KEEP CORINTH BEAUTIFUL Totals:						
				0.00	5,800.00	5,570.26	-6,391.76	-821.50	6,621.50	-114.16%
				Report Total:						
				0.00	5,800.00	5,570.26	-6,391.76	-821.50	6,621.50	-114.16%

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
401 - KEEP CORINTH BEAUTIFUL	0.00	5,800.00	5,570.26	-6,391.76	-821.50	6,621.50	
Report Total:	0.00	5,800.00	5,570.26	-6,391.76	-821.50	6,621.50	