



Notice of Public Meeting

Keep Pilot Point Beautiful Advisory Board
City of Pilot Point, Texas
Regular Meeting

Pilot Point City Hall
102 E. Main St
Pilot Point, Texas

Meeting to be held on:
October 2, 2018
9:00 A.M.

AGENDA

- A. Call to Order
- B. Consider approval of the KPPB Minutes:
 1. Minutes from the meeting held on August 1, 2018
- C. Discuss, consider, and possible action on contribution by EDC to plant tulips downtown
- D. Discuss, consider, and possible action on 2019 Governor's Community Achievement Award
- E. Discuss, consider, and possible action on ways KPPB can help with Code Enforcement
- F. Discuss, consider, and possible action on planting wildflowers for Spring throughout the city
- G. Discuss, consider, and possible action on items to be posted on KPPB Facebook page
- H. Discuss, consider, and possible action on guidelines for Yard of the Month program
- I. Discuss, consider, and possible action on Old City Park garden
- J. Adjourn

In compliance with the Americans with Disabilities Act, the City of Pilot Point will provide reasonable accommodations for disabled persons attending this meeting. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the City Secretary's office at 940-686-2165. I, the undersigned authority, do hereby certify this notice was posted on the official bulletin board for the City of Pilot Point, Texas on September 23, 2018, at 5:00 p.m. and shall remain posted for at least 72 hours preceding the scheduled time of said meeting.

Alice Holloway, City Secretary



**Keep Pilot Point Beautiful Advisory Board Meeting
Minutes of August 1, 2018**

Members present: Charlotte Bridges, Debbie Edwards, Sandra Lapsley, Alexis Martinez, Charlotte Petermeier, Stephanie Schaeffer and Stephanie Porter. Lenette Cox, Main Street Director, was also in attendance.

A. Call to Order

Meeting was called to order at 9:00am by Lenette Cox.

B. Discuss, consider, and possible action on electing Advisory Board Officers for 2018-2019.

The following persons were elected to serve: Charlotte Petermeier will serve as Chairperson; Stephanie Schaeffer will serve as Vice-Chair, and Stephanie Porter will serve as Secretary of the Keep Pilot Point Beautiful Advisory Board.

C. Consider approval of the KPPB Minutes:

1. Minutes from the meeting held on August 1, 2018

D. Discuss, consider, and possible action on a Parks Board Grant
This action was postponed until our next meeting.

E. Discuss, consider, and possible action on continuing Yard of the Month program throughout the year.

The committee decided to continue the Yard of the Month for each month of the year. The These committee members volunteered to make the choices for the remainder of 2018 and the schedule is: October: Charlotte Petermeier, November: Alexis Martinez, December: Stephanie Schaeffer. It was decided that The Yard of the Month is to be chosen by the first of each month. Main Street will be the dividing line. One yard will be chosen North of Main Street and one yard will be chosen South of Main Street. It was also decided that it would be helpful to promote the Yard of the Month program through our local paper and also by using Facebook. It was also decided that we should invite our code enforcement officer to one of our meetings in order to share with us about those in our community who might need special help with maintaining their yards. Lenette Cox said she would invite Sherri to come.

F. Discuss, consider and possible action on changing date or cancelling the September meeting.

The September meeting was cancelled.

G. Adjourn Motion to adjourn at 9:36a m by _____ and seconded by
_____.

Chairperson

Secretary



KEEP TEXAS BEAUTIFUL & TxDOT
**GOVERNOR'S COMMUNITY
ACHIEVEMENT AWARDS**

GCAA Application Questions

Community Leadership and Coordination – 12 Points

1. Describe your community and its specific characteristics (i.e., brief history, demographics). (125 Words)
2. Is your community associated with any state or national organization(s) related to litter prevention, beautification, community improvement and/or waste reduction? (75 Words)
3. How are your community improvement programs funded? Include annual operating budget, matching grants, foundation grants, government funding and how funding is obtained. (75 Words)
4. Describe staff support for your community improvement programs. Are they run by volunteers and/or full time or part-time paid staff? (75 Words)
5. Describe any training that is provided to the instructors/managers of your community improvement programs. (75 Words)

Public Awareness – 12 Points

1. Describe how your community made the general public aware of your community improvement programs through the use of media, speeches, social media, Web sites, events, workshops, bulletin boards, technology and/or printed materials. List measurable results. (200 Words)
2. How has your community worked to promote the Don't Mess with Texas® campaign? (75 Words)
3. Describe community awards and recognition programs. Note awards given and awards received. (100 Words)

Education – 12 Points

1. What educational events, projects or programs are available in your community to teach the general public about recycling, waste reduction, litter prevention or beautification issues? List impact and measurable results. (200 Words)
2. What types of environmental education do your community's schools offer? Describe what kind and how many programs or special events are offered for youth and your community's involvement. Include any youth, preschool, elementary, secondary, college and university programs in your community. (150 Words)
3. How do your schools use environmental curricula such as Project Wild, Waste In Place, Project Learning Tree, and/or other educational activities? (100 Words)

Beautification and Community Improvement – 12 Points

1. Describe beautification efforts such as tree and flower planting, native or adaptive landscaping, and landscape maintenance. Include data on plantings and impact. (150 Words)
2. How has your city worked to improve the appearance of your community, instill pride, and provide a positive impact on the economic development and prosperity of your community? (150 Words)
3. How many Adopt-a-Highway miles does your city maintain? Exempting those locations already identified in your city's Municipal Maintenance Agreement with TxDOT, does your city perform mowing or maintenance activities on any additional state rights of way? (75 Words)

Litter Prevention and Cleanup – 12 Points

1. Does your community conduct any type of study/survey to determine a litter problem? (75 Words)
2. Uncovered trucks, construction sites, motor vehicles and pedestrians are the primary sources of the litter found on roadways in and out of cities. Describe how your community specifically addresses these issues. (100 Words)
3. Was your community involved with any litter prevention programs, such as Earth Day, Don't Mess with Texas Trash-Off, World Oceans Day, Adopt-a-Highway, or America Recycles Day? (75 Words)
4. What was the impact on the environment and/or the public's attitude toward litter prevention and cleanup based on your litter prevention programs? (75 Words)
5. List the community cleanups you held and measurable results of those events. (75 Words)

Solid Waste Management – 12 Points

1. Describe your community's involvement in solid waste management, including work with local waste haulers, businesses, civic groups and citizens. (125 Words)
2. Describe how your community has supported source reduction, recycling, reuse and composting to divert from landfill space. List measurable results if applicable. (125 Words)

Litter Law and Illegal Dumping Enforcement – 12 Points

1. Describe community efforts to educate and work with law enforcement personnel (city, county or state) to review and enforce local and state litter laws, including litter abatement and/or illegal dumping. (125 Words)
2. Describe community efforts to reduce nuisance issues such as graffiti, grass and weed violations, dilapidated structures, junked cars and similar issues. (125 Words)

Conclusion – 6 Points

1. Explain how your community's overall environmental efforts have made your community a better place to live, work and play. (125 Words)



Planning Worksheets - GCAA Program Application

Adapted from a document created by Keep Muenster Beautiful.

COMMUNITY LEADERSHIP AND COORDINATION

GCAA Question	Project Identified:	Person Responsible:	Due Date:	Completion Date:
1. Describe your community and its specific characteristics (i.e., brief history, demographics.)				
2. Is your community associated with any state or national organization(s) related to litter prevention, beautification, community improvement and/or waste reduction?				
3. How are your community improvement programs funded? Include annual operating budget, matching grants, foundation grants, government funding and how funding is obtained.				
4. Describe staff support for your community improvement programs. Are they run by volunteers and/or full time or part-time paid staff?				
5. Describe any training that is provided to the instructors/managers of your community improvement programs.				

Related projects:

List supplemental materials that may be used:

1.	
2.	
3.	
4.	
5.	

Photos / List places that photos could be taken:

1.	
2.	
3.	
4.	
5.	

PUBLIC AWARENESS

GCAA Question	Project Identified:	Person Responsible:	Due Date:	Completion Date:
1. Describe how your community made the general public aware of your community improvement programs through the use of media, speeches, social media, Web sites, events, workshops, bulletin boards, technology and/or printed materials. List measurable results.				
2. How has your community worked to promote the Don't Mess with Texas® campaign?				
3. Describe community awards and recognition programs. Note awards given and awards received.				

Related projects:

List supplemental materials that may be used:

1.	
2.	
3.	
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5.	

Photos / List places that photos could be taken:

1.	
2.	
3.	
4.	
5.	

EDUCATION

GCAA Question	Project Identified:	Person Responsible:	Due Date:	Completion Date:
1. What educational events, projects or programs are available in your community to teach the general public about recycling, waste reduction, litter prevention or beautification issues? List impact and measurable results.				
2. What types of environmental education do your community's schools offer? Describe what kind and how many programs or special events are offered for youth and your community's involvement. Include any youth, preschool, elementary, secondary, college and university programs in your community.				
3. How do your schools use environmental curricula such as Project Wild, Waste In Place, Project Learning Tree, and/or other educational activities?				

Related projects:

List supplemental materials that may be used:

1.	
2.	
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4.	
5.	

Photos / List places that photos could be taken:

1.	
2.	
3.	
4.	
5.	

BEAUTIFICATION AND COMMUNITY IMPROVEMENT

GCAA Question	Project Identified:	Person Responsible:	Due Date:	Completion Date:
1. Describe beautification efforts such as tree and flower planting, native or adaptive landscaping, and landscape maintenance. Include data on plantings and impact.				
2. How has your city worked to improve the appearance of your community, instill pride, and provide a positive impact on the economic development and prosperity of your community?				
3. How many Adopt-a-Highway miles does your city maintain? Exempting those locations already identified in your city's Municipal Maintenance Agreement with TxDOT, does your city perform mowing or maintenance activities on any additional state rights of way?				

Related projects:

List supplemental materials that may be used:

1.	
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3.	
4.	
5.	

Photos / List places that photos could be taken:

1.	
2.	
3.	
4.	
5.	

LITTER PREVENTION AND CLEANUP

GCAA Question	Project Identified:	Person Responsible:	Due Date:	Completion Date:
1. Does your community conduct any type of study/survey to determine a litter problem?				
2. Uncovered trucks, construction sites, motor vehicles and pedestrians are the primary sources of the litter found on roadways in and out of cities. Describe how your community specifically addresses these issues.				
3. Was your community involved with any litter prevention programs, such as Earth Day, Don't Mess with Texas Trash-Off, World Oceans Day, Adopt-a-Highway, or America Recycles Day?				
4. What was the impact on the environment and/or the public's attitude toward litter prevention and cleanup based on your litter prevention programs?				
5. List the community cleanups you held and measurable results of those events.				

Related projects:

List supplemental materials that may be used:

1.	
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3.	
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Photos / List places that photos could be taken:

1.	
2.	
3.	
4.	
5.	

SOLID WASTE MANAGEMENT

GCAA Question	Project Identified:	Person Responsible:	Due Date:	Completion Date:
1. Describe your community's involvement in solid waste management, including work with local waste haulers, businesses, civic groups and citizens.				
2. Describe how your community has supported source reduction, recycling, reuse and composting to divert from landfill space. List measurable results if applicable.				

Related projects:

List supplemental materials that may be used:

1.	
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3.	
4.	
5.	

Photos / List places that photos could be taken:

1.	
2.	
3.	
4.	
5.	

LITTER LAW AND ILLEGAL DUMPING ENFORCEMENT

GCAA Question	Project Identified:	Person Responsible:	Due Date:	Completion Date:
1. Describe community efforts to educate and work with law enforcement personnel (city, county or state) to review and enforce local and state litter laws, including litter abatement and/or illegal dumping.				
2. Describe community efforts to reduce nuisance issues such as graffiti, grass and weed violations, dilapidated structures, junked cars and similar issues.				

Related projects:

List supplemental materials that may be used:

1.	
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Photos / List places that photos could be taken:

1.	
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CONCLUSION

GCAA Question	
1. Explain how your community's overall environmental efforts have made your community a better place to live, work and play	

Related projects:

List supplemental materials that may be used:

1.	
2.	
3.	
4.	
5.	

Photos / List places that photos could be taken:

1.	
2.	
3.	
4.	
5.	

PROGRAM PORTFOLIO

Unless otherwise noted, materials must take place in reporting period 1/1/2017 – 12/31/2017.

PHOTOS: 10-12 photos; photos must be labeled; 15 word limit on photo captions.

Photo	Caption
1.	
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10.	
11.	
12.	

SUPPORT MATERIALS: Support materials from **3 of the 5 options:**

Materials submitted must be related to activities supporting the GCAA topic areas.

Support Materials Options	Project Materials Identified:	Person Responsible:	Due Date:	Completion Date:
Public awareness or promotional materials	1.			
	2.			
Local media support	1.			
	2.			
Educational materials for youth or adult activities	1.			
	2.			
City or county ordinances related to litter prevention or litter laws. Must include section, title, details and website link if applicable. <i>Reporting period does not apply.</i>	1.			
	2.			
Awards, citations, or recognition given to the community or to community programs recognizing environmental stewardship.	1.			
	2.			

Lenette Cox

From: Stephanie Porter <steffjimporter@hotmail.com>
Sent: Tuesday, September 25, 2018 12:15 PM
To: Lenette Cox
Subject: Garden beds at the City Park
Attachments: IMG_4413.JPG; ATT00001.txt; IMG_4414.JPG; ATT00002.txt; IMG_4415.JPG; ATT00003.txt; IMG_4416.JPG; ATT00004.txt

Hi Lenette,

I just returned from the church & also decided to take a look at the raised beds in the park. One bed seems to be doing better than the other one. So, first I need clarification as to who is responsible for the maintenance of these beds and also...did the KPPB committee plant them? I know this all happened before I joined the board.

I'm sending pictures. I took a picture of a plant with a plant identifier app I have on my phone-one that I didn't recognize & it seems to be taking over. If the app is correct it's named the plant Graceful spurge-which is an annual & an invasive weed. It does produce tiny white flowers. However, it's not a plant that is pictured on the sign in the garden-so wondering if someone sewed some seeds or it just came up as volunteers. You will also see lots of nutgrass & Bermuda taking over as well.

If it is our committee who is responsible for the upkeep I would like to ask that we put the maintenance of the beds at the City Park on our agenda for next week & that we plan a workday very soon & plan a schedule to make sure the beds are well taken care of. I also think the soil level in the beds needs to be raised. (Sorry I had to miss the first workday.)

Also, Jim informed me that EDC has passed on the tulip project to our committee. If you haven't already please also add this to our agenda for next week.

Thanks for all you do for our city.
Stephanie Porter



