



City of Abilene

Keep Abilene Beautiful Board Agenda

Notice is hereby given of a meeting of Keep Abilene Beautiful of City of Abilene to be held on November 9, 2022 at 12:00 p.m. at City Hall, Basement Conference Room, 555 Walnut, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

PUBLIC COMMENTS

Public Comments on Any Item on the Agenda

MINUTES

1. Approve Minutes from the October 12, 2022 Meeting

COMMITTEE REPORTS

2. Events Committee Report

COORDINATOR'S UPDATE

3. Boo at the Zoo
4. Wicked Waters
5. Stormwater Education Overview

AGENDA ITEMS

6. Celebration Bench & Tree Program

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 4th day of November 2022, at 2:15 p.m.

*Kaitlin Richardson, Deputy City
Secretary, TRMC*

**Keep Abilene Beautiful
Board Meeting Minutes
October 12, 2022**

Member Present: Chase Robertson Kyle Tolliver Akane Thaxton,
Deborah Williams Amy Martin **Melissa** Pebbles Lee

Staff Present Jennifer Pacheco, KAB Coordinator
Kelley Messer, First Assistant City Attorney
Max Johnson, Director of Public Works
Jeff Duebner, Assistant Director of Public Works

CALL TO ORDER: Akane Thaxton called the meeting to order at 12:02 pm.

PUBLIC COMMENTS: Akane Thaxton announced an opportunity for the public to comment on any of the agenda items. Everyone present at the meeting introduced themselves.

TREASURER'S REPORT

1. Review Financial Report for FY 2022-2023: Chase Robertson presented financial reports for FY2022 ended on September 30, 2022.

COMMITTEE REPORTS

2. Education Committee - Bags to Benches Pilot Program: Akane Thaxton made an announcement of Bags to Benches pilot program at Abilene Christian School. Winning schools will receive a bench created with recycled material and a possible cash prize.

AGENDA ITEMS

3. Review & Approve FY 2022 - 2023 Budget: Chase Robertson presented FY2022-2023 budget to the board. Kyle Tolliver made a motion to approve the KAB Budget for FY 2023. Pebbles Lee seconded, and the motion passed.

4. Review & Approve FY 2022 - 2023 Board Meeting Dates: Jennifer Pacheco presented possible board meeting dates for FY2023. Board members discussed schedules and decided to meet on the second Wednesday at 4:00 pm each month. Kyle Tolliver made a motion to approve the KAB board meeting schedule for FY 2023. Chase Robertson seconded, and the motion passed.

5. Discussion & Possible Action on FY 2022 - 2023 Special Events List: Jennifer Pacheco presented list of events for FY2023 as discussed in the board retreat in August.

6. Discussion & Possible Action on Adopt-A-Spot Program & Fee: Jennifer Pacheco presented to the board a revised Adopt-A-Spot program guideline. KAB will impose a fee to cover the cost of permanent signage. The fee will be waived for government and non-profit organizations. There are 37 groups currently participating in the Adopt-A-Spot program. Kyle Tolliver made a motion to approve revised Adopt-A-Spot program guideline as presented. Chase Robertson seconded, and the motion passed.

COORDINATOR'S UPDATE

7. Event Report: Protect the Locals: Jennifer Pacheco reported on the shoreline sweep project “Protect the Locals” held on August 27. The event took place at Lake Kirby with 82 participants spending 246 work hours and collected 540lbs of trash.

8. Tire Amnesty & Rain Barrel Giveaway October 21st & 22nd: Jennifer Pacheco announced the upcoming Tire Amnesty & Rain Barrel Giveaway event. The number of barrels available will depend on availability of rain barrel kits that are on back order. Max Johnson, Director for Public Works emphasized the impact of the tire amnesty event has on reducing dumping in our community.

9. Boo at the Zoo Booth on October 22nd: Jennifer Pacheco informed the board that KAB will host a booth at Boo at the Zoo on October 22. KAB planned to give away fish food instead of candies, but the plan was cancelled due to ongoing avian flu. She will continue to discuss creative options with the Zoo.

10. Clean-Up Event - Wicked Waters October 29th: Jennifer Pacheco revealed detailed plans for shoreline sweep project “Wicked Waters” taking place at Lake Fort Phantom. This will be KAB’s second shoreline sweep project this year. 48 people have already signed up for the event.

11. Committee Openings & Future Meeting Dates: Jennifer Pacheco explained that KAB has four committees, and each committee consists of four board members. Board members have signed up for committees that they are interested in serving.

ADJOURNMENT: There being no further business, the meeting was adjourned at 12:52 pm on Wednesday October 12, 2022.



Keep Abilene Beautiful









Event & Fundraising Committee Report - October 2022

Signature KAB Fundraising Event

Event Name: ???

Date: Friday, March 17th, 2023

Goal:

Target Market:

Timeline:

October- Location, catering opportunities, narrow down 'theme' and get a general idea for an event on paper

November - Save the Date and Sponsorships/Membership Drive begin

January/February - Tickets sales are live, and paper invitations mailed

Next Meeting - Tuesday, October 15, 2022 at 12:00

Ideas from 10/19 Committee Meeting:

- Cornhole Tournament
- Irish Folk Tunes or Performer
- Tree Sales - Pre Order?
- Everyone wear green



Celebration Bench & Tree Program Policy & Procedures

Program Overview

Commemorate a special occasion with the Celebration Bench & Tree Program presented by Keep Abilene Beautiful in partnership with the City of Abilene Parks & Recreation Department. It includes a certificate of appreciation and a map of the bench or tree's location. Your tax-deductible donation helps to beautify the park and provide a valuable amenity that thousands of park users can enjoy and appreciate.

Celebration Bench

A Celebration Bench includes a recycled plastic bench with a dedication plaque, a concrete pad for installation, and maintenance. **Citizens may donate a bench at the cost of \$2500.**

Celebration Tree

A Celebration Tree includes the tree, planting, and continued maintenance such as fertilizer, pruning, mulching, and more to promote the success of the tree. The species of tree available to citizens is designated by the City of Abilene Parks & Recreation Department and may change at any time. **The cost of the tree program is \$350.**

As of October 2022, the purchaser may choose between the following species of tree:

- Bur Oak
- Chinese Pistache
- Live Oak
- Shumard Red Oak

Placement & Installation

The exact placement of each bench and tree is at the sole discretion of the City of Abilene Parks & Recreation Department. Weather permitting, bench installation and tree plantings typically occur in October and November unless otherwise decided by the City of Abilene Parks & Recreation Department.

Maintenance

Keep Abilene Beautiful Celebration Benches & Trees are valid for a maximum of 10 years. During those years, Keep Abilene Beautiful will repair or replace a bench or tree if deemed necessary by City of Abilene Parks & Recreation. After 10 years, if the condition of the item does not meet the City of Abilene Parks & Recreation standards, or the item must be removed, the donor will be contacted and given the opportunity to make an additional donation and re-dedicate the item for an additional 10 years. The donor is responsible for keeping their contact information up to date with Keep Abilene Beautiful.

Ownership

Donations made for a bench/tree in no way constitutes ownership of the item, the land upon which the items sit, or the surrounding land in the park. Furthermore, the City retains the right to use lands adjacent to the donated item as it deems appropriate or to relocate the bench and/or trees if redevelopment warrants this action.

Payments & Profits

All donations are due upfront from the citizen or organization to place an order and are made directly to Keep Abilene Beautiful. Any proceeds from the Celebration Bench & Tree Program **MUST** benefit City of Abilene Parks through beautification and enhancement projects in partnership with Keep Abilene Beautiful.

The Parks & Recreation Department will bill Keep Abilene Beautiful for the cost of the bench, tree, concrete pad, and all necessary materials. A check payable to the City of Abilene will be delivered to the Finance Department for payment.

Program Review

Keep Abilene Beautiful will work in collaboration with the City of Abilene Parks & Recreation to ensure the Celebration Bench & Tree Program is reviewed a minimum of every five (5) years and continues to cover the costs associated with each item, the labor involved in installation and maintenance, and to confirm the continued benefit to Abilene and its residents.



Celebration Bench & Tree Program Order Form

BILL TO

Name/Organization:

Address:

City:

State:

Zip

Phone:

Email Address

ITEM	DESCRIPTION	QTY	UNIT PRICE	TOTAL
	Recycled Plastic Bench		\$2,500	
	Bur Oak Tree		\$350	
	Chinese Pistache Tree		\$350	
	Live Oak Tree		\$350	
	Shumard Red Oak Tree		\$350	
Inscription:	IN CELEBRATION OF	IN MEMORY OF	IN HONOR OF	
Park Requested:			TOTAL DUE	
			PAID	
Please make checks payable to Keep Abilene Beautiful				
THANK YOU				

DATE	SIGNATURE
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I acknowledge the above donation to Keep Abilene Beautiful's Celebration Bench & Tree Program. By submitting this form, I understand that the donation item(s) I select are subject to the specifications listed above. It is my responsibility to update my contact information with Keep Abilene Beautiful should it change.

Keep Abilene Beautiful, (325) 734-3301, keepabilenebeautiful@abilenetx.gov

www.keepabilenebeautiful.org