



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 Wednesday, September 13, 2023, at 4:00 PM 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. **Minutes:** Receive a Report, Hold a Discussion and Take Action on Approving the Minutes from the Regular Meeting Held on 08/09/2023
2. **Minutes:** Receive a Report, Hold a Discussion and Take Action on Approving the Minutes from the Annual Board Retreat Held on 08/19/2023

COORDINATOR'S UPDATE

3. **Presentation:** Receive a Report and Hold a Discussion on Integrating KAB into the City of Abilene Website
4. **Presentation:** Receive a Report and Hold a Discussion on the 2023 Community Appearance Index
5. **Presentation:** Receive a Report and Hold a Discussion on Upcoming Fall Events

AGENDA ITEMS

6. **Action:** Receive a Report, Hold a Discussion, and Take Action on Fiscal Year 2023-2024 Annual Budget
7. **Action:** Hold a Discussion and Take Action on the 2023 - 2024 Committees

Suggested Committees

1. Executive Committee (4 members)
 2. Grant Committee (4 members)
 3. Events, Marketing, and Education (4 members)
8. **Action:** Hold a Discussion and Take Action on a Fall Clean-Up Event
 9. **Action:** Hold a Discussion and Take Action on Participating at Boo-at-the-Zoo

10. **Action:** Receive a Report, Hold a Discussion, and Take Action on FY 2023-2024 Event Calendar

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 8th day of September, 2023, at 7:45 a.m.

*Kaitlin Richardson, Deputy City
Secretary TRMC*

Keep Abilene Beautiful Annual Retreat Minutes

August 9, 2023

Members Present: Chase Robertson, Melissa Morris, Beth Woodcock, Deborah Williams, Pebbles Lee, Steve Stovall, Akane Thaxton and Aida Pantoja.

Advisory Members (City employees):

Max Johnson , Srini Valavala, Jennifer Pacheco and Michael Rice.

Call to Order: Akane Thaxton called the meeting to order at 4:02 pm.

Public Comments: Akane Thaxton announced an opportunity to comment on any agenda items. No Members of the public requested to make a public comment.

Minutes: Reviewed and Approved the minutes from June 2023 by Pebbles Lee and seconded by Aida Pantoja. The motion passed unanimously.

Treasurer's Report: Received a Report on the 3rd Quarter financials by Chase Robertson.

Agenda items:

Discussion: Hold a Discussion on Agenda items for the 2023 Annual Board Retreat.

The Annual Board Retreat will occur on August 19th, from 8 a.m. to noon, at 174 Cypress St.

- We will work on a strategic plan for the next year.
- Officers elections.
- Review the Committees.
- Annual activities.
- Expectations of new Board members.

Discussion: Hold a discussion on the future Governance options of Keep Abilene Beautiful:

(Jennifer Pacheco, Max Johnson, and Srini Valavala were asked to leave the room. The Board had a private meeting with Michael Rice.)

Michael Rice told us we would be freer if we were no longer part of the City.

- We will have more opportunities.
- We will not need to have a City Attorney at our meetings.
- We will make our own decisions.
- Keep 501 C status.

Adjournment: at 5:11 pm

Aida Pantoja, Secretary

Akane Thaxton, President

Keep Abilene Beautiful Annual Retreat Minutes

August 19, 2023

Members Present: Akane Thaxton, Deborah Williams, Beth Woodcock, Steve Stovall, Pebbles Lee, Amy Martin, Jane Tomlinson, Melissa Morris, Chase Robertson and Aida Pantoja.

Advisory Members (City employees):

Max Johnson Srini Valavala and Jennifer Pacheco
Donna Albus (former City Council member)

Call to Order: Akane Thaxton called the meeting to order at: 9:02 am.

Public Comments: Akane Thaxton announced an opportunity to comment on any items.

- Donna Albus talked to us about the great experience on the KAB Board and shared pictures and newspaper articles about her and the board members' activities during those years.
- Max Johnson and Srini Valavla both spoke on the planned activities of the City of Abilene.

Agenda items: *(Note: We were short on time and skipped some agenda items.)*

Future Governance Opportunities: The future board governance was discussed at length, weighing the pros and cons of each and negotiating factors for each option.

Budget: The budget for FY22-23 was reviewed and determined to be reasonable for the upcoming FY 23-24. The vote will be taken at the September meeting.

Officers Elections: We elected new officers for the years 23-24. All positions were passed with a unanimous vote.

- President: *Akane Thaxton*
- Vice-president: *Melissa Morris*
- Treasurer: *Beth Woodcock*
- Secretary: *Aida Pantoja*

Adjournment: at 12:15pm

Aida Pantoja, Secretary

Akane Thaxton, President

2022/2023  Keep Abilene Beautiful

STATE OF THE COMMUNITY

Keep Abilene Beautiful strives to provide metrics to determine the impact of community appearance on the quality of life in Abilene. These metrics may be used to establish plans, focus efforts, and quantify the impact of Keep Abilene Beautiful programs and projects.

PREPARED BY
Jennifer Pacheco

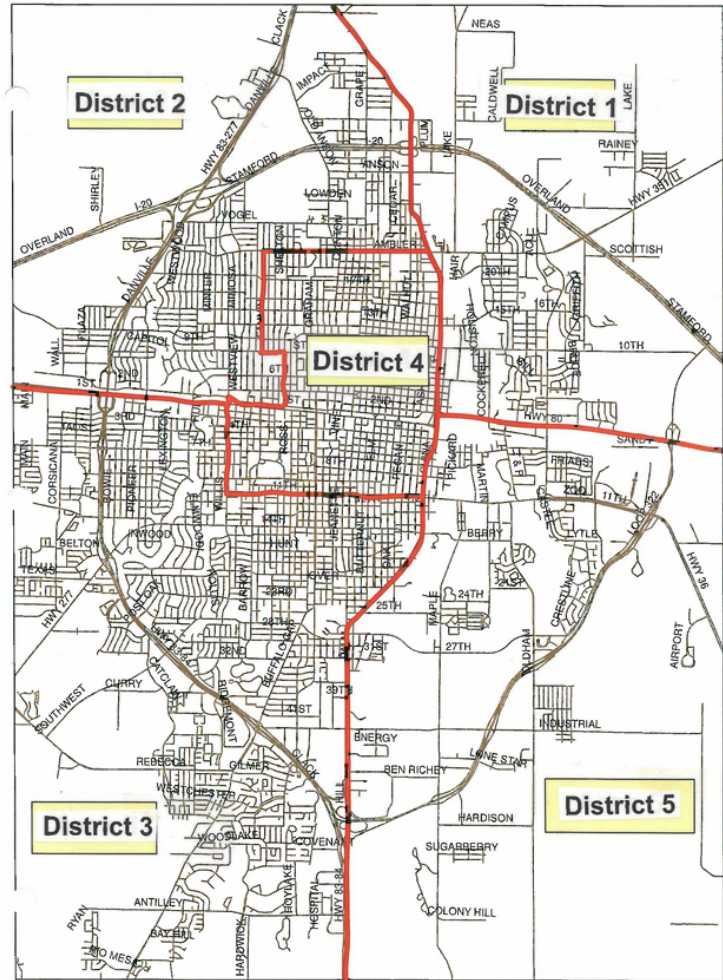


What is a COMMUNITY APPEARANCE INDEX?

The Community Appearance Index is an audit of roadside litter conducted in Abilene. The city is divided into five geographical districts, each with ten sites to assess. The routes do not change year to year, which gives us an insight into litter trends and allows us to map and plan litter cleanups.

How does it work?

Volunteers have different roles in the audit – some drive the vehicles, some navigate, and at least ten volunteers per district observe the type and volume of litter they see. The information collected is compiled into a report and sent to Keep America Beautiful to be added to the national database.



Abilene has 5 Districts and each district has 10 sites to evaluate.

Volunteers assess the roads using a 1 to 4 scale



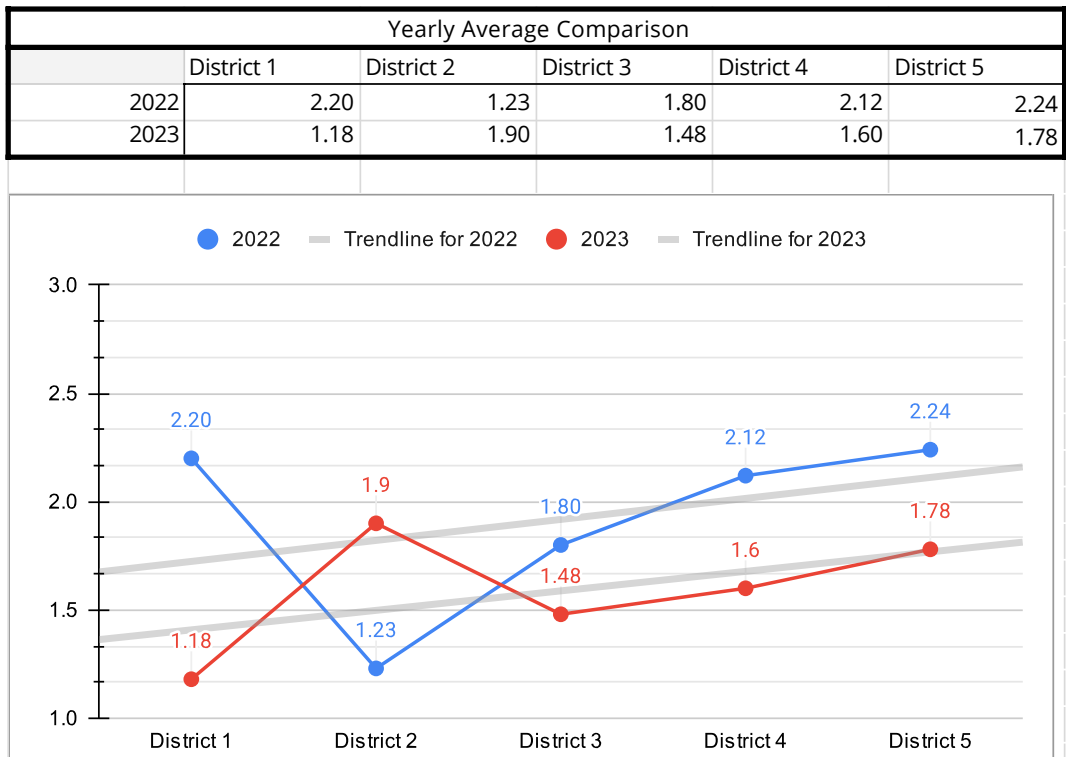
Participants and volunteers provide a score for each site within their designated district. This data will be used to develop the average score for each District by adding together all scores for each site and averaging for the District Score.

District scores are then averaged to determine the City of Abilene's overall score or Community Appearance Index.

2023 Community Appearance Index Results

2023 City of Abilene Community Appearance Index					1.59				
District One		District Two		District Three		District Four		District Five	
Site 1	0.83	Site 1	1.67	Site 1	1.50	Site 1	2.00	Site 1	2.00
Site 2	1.17	Site 2	2.00	Site 2	2.10	Site 2	2.25	Site 2	1.67
Site 3	1.17	Site 3	1.33	Site 3	1.25	Site 3	1.35	Site 3	2.17
Site 4	1.17	Site 4	2.50	Site 4	2.00	Site 4	1.35	Site 4	1.33
Site 5	2.00	Site 5	2.83	Site 5	1.00	Site 5	2.00	Site 5	2.67
Site 6	1.33	Site 6	2.33	Site 6	1.65	Site 6	1.75	Site 6	2.00
Site 7	0.83	Site 7	1.67	Site 7	1.00	Site 7	2.00	Site 7	1.67
Site 8	0.83	Site 8	1.50	Site 8	1.25	Site 8	1.25	Site 8	1.40
Site 9	1.00	Site 9	1.50	Site 9	1.50	Site 9	1.00	Site 9	1.10
Site 10	1.50	Site 10	1.67	Site 10	1.50	Site 10	1.00	Site 10	1.77
1.18		1.90		1.48		1.60		1.78	

Scores are compared and reviewed each year to capture noticeable changes and trends and indicate areas that require increased emphasis.



Keep Abilene Beautiful Operating Budget FY 2023-2024

Revenue	Budget	YTD	Current Month	Total	Variance	Notes:
Individual Donations	\$ 9,000.00	\$ -	\$ -	\$ -	\$ 8,100.00	
Republic Services	\$ 8,100.00	\$ -	\$ -	\$ -	\$ 8,100.00	
Public	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Memorial Tree & Bench Program</i>	\$ 900.00				\$ 900.00	
Grants	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	
Events	\$ 5,000.00			\$ -	\$ 5,000.00	
Sponsorships	\$ 10,000.00			\$ -	\$ 10,000.00	
Memberships	\$ 100.00			\$ -	\$ 100.00	
Sales	\$ 1,000.00		\$ -	\$ -	\$ 1,000.00	
Interest Income	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	
TOTAL REVENUE	\$ 30,200.00	\$ -	\$ -	\$ -	\$ 30,200.00	
Expenses						
Annual Dues	\$ 800.00	\$ -	\$ -	\$ -	\$ 800.00	
Board Development	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	
Event - Fundraising	\$ 4,300.00	\$ -	\$ -	\$ -	\$ 4,300.00	
Grants and Awards	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	
D&O Liability Insurance	\$ 530.00	\$ -	\$ -	\$ -	\$ 530.00	
Advertising & Promotion	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	
Office/General Administration	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	
Program Expenses	\$ 3,700.00	\$ -	\$ -	\$ -	\$ 3,700.00	
	\$ 3,700.00	\$ -	\$ -	\$ -	\$ 3,700.00	
Taxes, Fees & Legal	\$ 160.00	\$ -	\$ -	\$ -	\$ 160.00	
Website, Software & Technology Fees	\$ 410.00	\$ -	\$ -	\$ -	\$ 410.00	
TOTAL EXPENSES	\$ 21,900.00	\$ -	\$ -	\$ -	\$ 21,900.00	
NET OPERATING REVENUE	\$ 8,300.00	\$ -	\$ -	\$ -	\$ 8,300.00	

Revenue	\$ 30,200.00
Individual Donations	\$ 9,000.00
<i>Republic Services</i>	\$ 8,100.00
<i>Memorial Tree & Bench Program</i>	\$ 900.00
Grants	\$ 5,000.00
Events	\$ 5,000.00
<i>Crepe Myrtle Event Sales</i>	\$ 3,000.00
<i>Other Event Sales</i>	\$ 2,000.00
Sponsorships	\$ 10,000.00
Memberships	\$ 100.00
Sales	\$ 1,000.00
Interest Income	\$ 100.00
Expense	\$ 21,900.00
Annual Dues	\$ 800.00
<i>Abilene Chamber of Commerce</i>	\$ 250.00
<i>Keep America Beautiful</i>	\$ 350.00
<i>Keep Texas Beautiful</i>	\$ 200.00
Board Development	\$ 3,000.00
<i>Keep Abilene Beautiful Retreat</i>	\$ 100.00
<i>Conference Fees</i>	\$ 1,200.00
<i>Travel</i>	\$ 1,700.00
Event - Fundraising	\$ 4,300.00
<i>Crepe Myrtle Event</i>	\$ 2,150.00
<i>Other Event</i>	\$ 2,150.00
Grants	\$ 5,000.00
D&O Liability Insurance	\$ 530.00
Advertising & Promotion	\$ 3,000.00
Office/General Administration	\$ 1,000.00
Program Expenses	\$ 3,700.00
<i>Business Expo</i>	\$ 375.00
<i>Boo at the Zoo</i>	\$ 700.00
<i>Abilene Outdoor Adventure</i>	\$ 200.00
<i>Home & Garden Expo</i>	\$ 500.00
<i>Abilene Beer Summit</i>	\$ 500.00
<i>Christmas Lane</i>	\$ 25.00
<i>Cleanup Events</i>	\$ 800.00
<i>Rainbarrel/Education Workshops</i>	\$ 400.00
<i>BCMG Plant Sale</i>	\$ 200.00
Taxes, Fees & Legal	\$ 160.00
Website, Software & Technology Fees	\$ 410.00
Net Income	\$ 8,300.00

	Board Meeting	Retreat	KTB	National/State	Local	Idea
Oct	x		Fall Sweep	Campus Sustainable Month	Boo at the Zoo Coca-Cola Home Comings Ft. Phantomn Lake ('22)	Block Party
Nov	x		Fall Sweep	Texas Harbor day - Tree City USA (Free Trees) America Recycle Day		Give away trees
Dec	x				Christmas Lane (ASSLC) Winter Lightfest (United Way)	Volunteer at Lightfest for possible funding
Jan	x		Governor's Community Achievement Awards			
Feb	x			Library		Workshop at a library (Recycling/Bird feed)
Mar	x		Great American Cleanup		Shoreline Sweep ('22)	Waterway with Coca-Cola
Apr	x		Great American Cleanup Don't mess with Texas® Trash-Off	Earth Day		
May	x		Great American Cleanup	Parks and Trails Beautiful Bee Day		Compost Workshop
Jun	x		Annual Conference	Global Garbage Man Day Photo Day		inaturalist/Citizen Scientist
Jul	x			Plastic Bag Free Day	Community Appearance Index ('21)	Give away grocery bags
Aug	x	x		Back-to-School		Community wide
Sep	x		Fall Sweep		Fair	Can crushing contest

Year-Round			Keep Texas Waterways Clean		Trash pick at any events (Free admission for volunteers)	Individual/Group cleanups Proper way to recycle and dispose items
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