



CITY OF MANSFIELD

620 S. Wisteria Street
Mansfield, TX 76063

Meeting Agenda

Keep Mansfield Beautiful Commission

Monday, June 12, 2023

6:00 PM

Chris Burkett Service Center

1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**

4.3.23 Keep Mansfield Beautiful Meeting Minutes

Attachments: [4.3.23 KMBC Minutes.pdf](#)

3. **TREASURER'S REPORT**

4. **ROUTINE BUSINESS**

Adopt a Street; Cigarette Butler Update

5. **OLD BUSINESS**

Earth Day Mansfield Festival debrief

6. **NEW BUSINESS**

7. **ADJOURNMENT**

CERTIFICATION

All meetings of the Keep Mansfield Beautiful Commission and its committee are open to the public. I certify that this agenda was posted at the Mansfield Service Center main entrance and on the City of Mansfield website by 5:00 p.m., Friday, June 9, 2023.

Rebecca Sales - Public Education Specialist

This building is wheelchair accessible. Parking spaces for disabled citizens are available.

Requests for sign interpreter services must be made forty-eight (48) hours prior to the meeting.

To make arrangements, call 817-728-3610.



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 23-5385

Agenda Date: 6/12/2023

Version: 1

Status: Approval of Minutes

In Control: Keep Mansfield Beautiful Commission

File Type: Meeting Minutes

Meeting Minutes
Keep Mansfield Beautiful Commission
April 3, 2023
6:00p.m.
Chris W. Burkett Service Center

ATTENDANCE – Present: Leon Williams, Kenneth Chalk, Dee Chambliss, Lisa Kammaz, Jeffrey Wilborn, Alex Godina, and Kristine DeWolf

Former Commissioners: Jacquelyn Conley, Karen Williams, Sharon Roberts

CITY STAFF PRESENT – Rebecca Sales

CALL TO ORDER at 6:04 p.m. by President Leon Williams

Citizen Comment - No Mansfield Citizens were present for comments.

NEW BUSINESS

EARTH DAY 2023 Planning

City Official Representation:

- Todd Tonore, Mayor Pro Tem will attend Earth Day and will be present at 10:30 am for an official greeting from the City of Mansfield.
- Kristine DeWolf will represent KMBC during the official greeting.

Earth Day Event Training

- Former KMBC members led training for current members on key Earth Day activities.
 - Securing, Assigning, and Managing Volunteers
 - Managing the Rain Barrell Auction
 - Event Lead Rovers

Event Promotion

- Continues with social media, Mansfield NOW (March/April), Shops at Broad sign, water bill insert, and flyers. See Rebecca if you need flyers.

- T-shirts will be available for volunteers. Many thanks to Jennifer Evans, former KMBC member) who secured these as a donation from Don.

Event Set-up

- KMBC members will assemble Friday, 4/28 around 4pm to prepare the signage, mark-off booth spots; organize, and other materials for the Saturday event.
- Members and volunteers will be onsite Saturday morning at 7:30am to receive vendors and manage the activities.

Event Schedule – tentative schedule

7:00 – 7:30am	Set up
	KMBC members arrive
7:30am	Volunteers arrive; vendors set up
9:00am	Earth Day opens
10:30am	Mansfield City Official Greeting
12 noon	Rain Barrel Auction ends
12:30pm	Butterfly Release (Lisa, bring butterflies outside at 12:15pm)
1:00pm	Event Ends

Other Notes:

- 1st 100 attendees will get goodie bags
- Home Depot, Mansfield is a sponsor and a vendor.
- Signs will be carried throughout the area by roving volunteers – highlighting activities (e.g., where face painting is located and info about the BUTTERFLY release)
- Maps will be posted at check-in area and in strategic locations throughout the festival. The signs will have QR codes linked to event information and maps or images of the event map (so attendees can take photos of the maps).
- Butterflies – need to be brought outside at 12:15 from the conference room
- Items to consider having onsite on Earth Day
 - Plastic sleeves for auction and sign-in sheets along with tape or weighted items to hold them in place

- First Aid –at the Fire Dept booth
- Need clipboards with pens for each rain barrel
- Chairs for the sign-in table/area

Meeting adjourned at 7:20pm.