



# CITY OF MANSFIELD

620 S. Wisteria Street  
Mansfield, TX 76063

## Meeting Agenda

### Keep Mansfield Beautiful Commission

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Monday, April 13, 2020

6:00 PM

Meeting Has Been Cancelled

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#### 1. APPROVAL OF MINUTES

*Minutes will be approved at next available meeting*

Keep Mansfield Beautiful March 2020 Meeting Minutes

Attachments: [Keep Mansfield Beautiful Meeting Minutes March2020.pdf](#)

#### 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 9:00 am, April 13, 2020.

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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.

*Meeting Cancelled Due to Covid-19 restrictions*



# CITY OF MANSFIELD

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

## STAFF REPORT

File Number: 20-3512

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**Agenda Date:** 4/13/2020

**Version:** 1

**Status:** Approval of Minutes

**In Control:** Keep Mansfield Beautiful Commission

**File Type:** Meeting Minutes

**Agenda Number:**

Meeting Minutes Draft  
Keep Mansfield Beautiful Commission  
March 9, 2020  
6:00 p.m.  
Mansfield Service Center

**ATTENDANCE** - Sarah Zink, Sharon Roberts, Carla, Jacqueline Conley, Jennifer Evans, Kenneth Chalk, Leon Williams, Gary Mills, Jan Hurlbut

**CITY STAFF PRESENT** – Becca Sales

**CALL TO ORDER** at 6:04 p.m.

**APPROVAL OF MINUTES** – There were no changes to the February 10 meeting minutes. Green motioned to accept minutes. Chalk seconded.

**TREASURER’S REPORT** – Balance as of March 9 is \$6,940.57. Mills motioned to accept the report. Roberts seconded.

**ROUTINE BUSINESS**

AAS Update

12 open streets. 2 participants cleaned.

**OLD BUSINESS**

AAS Awards

Deliver plaques with save the dates cards by the next board members. Take pictures then upload to Google Doc or send pictures to Roberts. L. Williams motioned to accept report. Hurlbut seconded.

**NEW BUSINESS**

Earth Day Mansfield (EDM)

- T-shirts

Send your t-shirt size to Evans.

- Vendors

Three confirmed vendors. Conley will follow up with prospective vendors.

Four confirmed food vendors. Zink will follow up with prospective food vendors.

- Rain Barrels

12 applications received. Zink motioned to accept all applications. Hurlbut seconded. Motion passed.

- Volunteers

Roberts, Chalk, and Mills will solicit volunteers from high school organizations and mentoring group. Please request volunteers for your area by using the Google Spreadsheet.

- Marketing

One confirmed marquee. Requesting second marquee to place near Katherine Rose Park.

Will add save the date cards to water bill.

Request sign permit to place 4x4 signs near 360 and Broad Street.

Advertisements place in 20 publications/places.

First 100 attendees get bag.

- Fishing Workshop

McMinn to coordinate with rep from Oliver's Nature Park and Texas Park and Wildlife to conduct 30-minute fishing workshop about midday. Then children will fish.

- HOAs

Coordinating neighborhood cleanup with Lowe's Farm tentatively scheduled for 3<sup>rd</sup> Saturday in May. Meeting with Bankston Meadows next.

- Children's Area

Pony rides and petting zoo are confirmed.

Home Depot planning to attend unless instructed not to because of virus.

Face painter and her assistant are confirmed.

Need to order butterflies.

- Educational Booth

Check spreadsheet in Google Doc.

Photo booth and Upscaling Art Project inside service center.

- Band

Band is contracted and confirmed.

- Farmers Market

Will participate. Zink meeting with reps to determine logistics.

- Falconer

Evans will contact.

- Logistics

Mills, Zink, and L. Williams to meet to discuss logistics.

#### Meetings

Zink motioned to have meetings for EDM on March 23, April 6, and April 20.

Hurlbut seconded. Motion passed.

**ADJOURNMENT** – Hurlbut motioned to adjourn meeting at 7:03. Green seconded.