

Meeting Minutes Draft
Keep Mansfield Beautiful Commission
Monday, April 16, 2018
6:00 p.m.
Mansfield Service Center

ATTENDANCE - Sarah Zink, Sharon Roberts, Carla Green, Jan Hurlbut, Jacqueline Conley, Leon Williams, David Crumpton, Gordon McMinn, Jennifer Evans

CITY STAFF PRESENT – Amanda Greeley, Becca Sales, Howard Redfern

CITIZENS PRESENT – None

CALL TO ORDER at 6:03 p.m.

CITIZEN COMMENTS - None

APPROVAL OF MINUTES – There were no changes to the April 2 meeting minutes. Green motioned to approve meeting minutes. Evans seconded. Motion passed.

TREASURER’S REPORT – Balance as of 4-16-18 is \$2,567.01

ROUTINE BUSINESS

AAS Update

- Renee Brendle - The street wanted by Renee Brendle is available. The street is cut into sections. The street will be added to the AAS map.
- Mauro Ramirez of Loan Simple pays to have his street cleaned. The contract states the AAS participant cannot pay to have street cleaned. The board agreed to make exception for him but he must submit cleaning reports and liability forms. Ramirez request to use his old sign that has already been taken down. The board agreed to put the old signs back. Zink will draft email to Ramirez to explain procedure. Zink will forward email to city staff before sending the email to Ramirez.
- Procedure change – The cleanup reminder email will be sent during the second month of the trimester with a follow-up reminder sent closer to the end of the trimester.

OLD BUSINESS

Earth Day Mansfield (EDM)

- The following items will be delivered/set up Friday, April 27:
Porta potty (3), tents, tables, chairs, balloon, stage, barricades and cones mulch spreading, and signs.
- Sound system and vendor setup scheduled for Saturday, April 28, 8:00-9:30.
Volunteers report at 8:00.
- Map – Minor changes made to the front of map.
The back of map will list vendors (food and retail) and booth numbers
Educational displays
DJ Marine
ECC dates
Code Enforcement contact information
AAS contact information.
- Portable Marquees – Greeley will verify usage dates and the number of available characters. The board will discuss verbiage of the marquees by email.

NEW BUSINESS

The board will meet in May. We will not meet in June. Zink and Conley will be attending the Keep Texas Beautiful Conference.

MEMBERS COMMENTS - None

STAFF COMMENTS – None

ADJOURNMENT - Zink motioned to adjourn the meeting at 7:06 p.m. Roberts seconded. Motion passed.