



Notice of Public Meeting

Keep Pilot Point Beautiful Advisory Board
City of Pilot Point, Texas
Regular Meeting

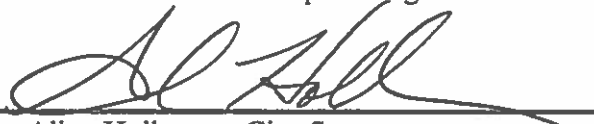
Pilot Point City Hall
102 E. Main St.
Pilot Point, Texas

Meeting to be held on:
May 7, 2019
9:00 A.M.

AGENDA

- A. Call to Order
- B. Consider approval of the KPPB Minutes.
 - 1. Minutes from the meeting held on March 5, 2019
- C. Discussion and recap of the 2019 KPPB Trash Off event.
- D. Discuss, consider, and possible action on Yard of the Month program.
- E. Discuss, consider, and possible action on Adopt A Street neighborhood program guidelines.
- F. Discuss, consider, and possible action on the Old City Park garden.
- G. Discuss, consider, and possible action on changing the June meeting date.
- H. Adjourn

In compliance with the Americans with Disabilities Act, the City of Pilot Point will provide reasonable accommodations for disabled persons attending this meeting. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the City Secretary's office at 940-686-2165. I, the undersigned authority, do hereby certify this notice was posted on the official bulletin board for the City of Pilot Point, Texas on **April 25, 2019, at 5:00 p.m.** and shall remain posted for at least 72 hours preceding the scheduled time of said meeting.



Alice Holloway, City Secretary

Notice of Public Meeting



Keep Pilot Point Beautiful Advisory Board
City of Pilot Point, Texas
Regular Meeting - Minutes

Pilot Point City Hall
102 E. Main St.
Pilot Point, Texas

Meeting to be held on:
March 5, 2019
9:00 A.M.

Members present: Debbie Edwards, Saundra Lapsley, Charlotte Petermeier, and Alexis Martinez, Stephanie Porter. Lenette Cox, Main Street Director, was also in attendance.

AGENDA

- A. Call to Order Meeting was called to order by Charlotte Petermeier at 9:58 a.m.
- B. Consider approval of the KPPB Minutes.
1. Minutes from the meeting held on February 5, 2019
Saundra Lapsley made a motion to approve the February meeting minutes seconded by Charlotte Petermeier. Minutes were approved.
- C. Discuss, consider, and possible action on Yard of the Month program. Information will go out in March bill and on Facebook. Yard of the Month will begin in April. Nominations will be received from the community.
- D. Discuss, consider, and possible action on Old City Park garden.
1. Work Day scheduled for Tuesday, March 19, 2019. However, Alice Holloway has asked us to change the date to March 30th in order to participate in the community wide "It's Your Park Day." We will arrive at 9:00 a.m. Saundra Lapsley made a motion seconded by Stephanie Porter. Motion was approved.
- E. Discuss, consider, and possible action on establishing an Adopt A Street neighborhood program. Alexis Martinez passed out information for each member (example from the City of Frisco). Route will be one mile long on both sides of the street. Sign ups will be for one of three

different streets to adopt. Community members can sign up individually or in a group. Scheduling of the clean up can be made by contacting Lenette Cox. Lenette Cox will provide supplies to the volunteers as well as reporting forms to be used after volunteers have completed their tasks. Volunteer sign up forms will be available to volunteers for sign up during our KPPB Trash Off day on April 6th. Clean up days will take place once each quarter. Alexis volunteered to keep track of the volunteers' work. Sandra Lapsley made motion seconded by Debbie Edwards. Motion approved.

F. Discuss, consider, and possible action on scheduling the 2019 KPPB Trash Off event: April Saturday, April 6th, 2019.

Sign up sheet should be in the March 15th water bill and will be on Pilot Point City website as well as Facebook. Lenette Cox will get in touch with Midway regarding lunch or snacks.

G. Adjourn Motion to adjourn at 9:26 a.m. by Sandra Lapsley and seconded by Charlotte Petermeier. Next meeting is scheduled for Tuesday, April 2, 2019 at 9:00 a.m.

Chairperson

Secretary

KEEP **Pilot Point** BEAUTIFUL

Yard of the Month

The Keep Pilot Point Beautiful Yard of the Month Committee has been established to promote goodwill and reward exemplary lawn care in the community. The purpose of the program to recognize neighbors who demonstrate above-average efforts in maintaining their property, thereby contributing to the overall appearance of the community at large. This is a great award and the program is administered entirely by volunteers.

For the months of April through October, the Keep Pilot Point Beautiful Yard of the Month Committee will choose a lawn that best typifies the qualities of: uniqueness, beauty, appeal, and consistency with the guidelines. Since the Keep Pilot Point Beautiful Yard of the Month Committee will mainly deal with "curb appeal", nominations will be for front and side yards jointly, as well as the exterior of the house. The Committee will select two residential yards (one north of Main Street, one Main Street and all streets south) each month. The winner of the Yard of the Month will be provided with a decorative yard sign for display indicating their winning yard, as well as a posting and photo on our KPPB Facebook page!

Contest Guidelines:

- *All residential properties within the city limits are automatically eligible.*
- *Award winners are selected based on the recommended judging criteria listed below.*
- *Key criteria include manicured yard, beautification, originality and creativity.*
- *The upkeep of the yard can reflect the efforts of the residents themselves or that of a professional landscaper or groundskeeper.*
- *An award duration term lasts a single calendar month, and is from the first day to the last day of that same month.*
- *The same property cannot receive more than one award in a 12-month calendar period. At least 12 months must elapse between awards for the same yard.*
- *Recipients receiving awards in the middle of the month shall surrender their award at the end of that same month.*
- *While an individual's home is being recognized as a Yard of the Month, they are expected to maintain their yard in the same manner that allowed them to win the title.*
- *If a homeowner which is chosen to have Yard of the Month does not wish to participate, they must contact the committee chair as soon as possible. The committee will then choose another recipient.*

Recommended Judging Criteria:

Keep Pilot Point Beautiful Yard of the Month candidates are judged solely on the total exterior appearance of their property and front yard as viewed from the street. General upkeep of the yard and property is paramount. Factors include the overall appearance, tidiness and neatness of the front of the property as evidenced by pruned, trimmed and shaped foliage, edged and defined lawns, borders and flower beds, and a visually appealing façade. Each yard will be chosen from the nominations given to the Keep Pilot Point Beautiful Advisory Board.

Nominations can be made by emailing lcox@cityofpilotpoint.org or by visiting our Keep Pilot Point Beautiful Facebook page by the 15th day of each month.

Lawn: Grass should be healthy with no bare spots or excessive weeds. Grass shall be mowed and edged, and trimmed around foundations and fences. Debris (garbage, pet feces, etc.) shall be picked up and removed. A unified, simple and balanced landscape design with a neat and natural appearance is preferred.

Landscape and Flower Beds: Beds shall be weeded and edges, flowers must be deadheaded and dead plants removed, trees and shrubs pruned, natural areas cleaned. Beautification efforts should include new flowers, new trees and new shrubs, etc., with plantings in scale with the surroundings and limited to a few types of plants rather than enough to confuse the eye.

Walkways and Driveways: Walkways and driveways shall be clean (including trash containers or yard products removed from view). The area in front of the curb must be free from debris and dirt. The appearance after dusk should include accent lighting, safety lighting, visible interior lighting, etc.

Aesthetics: The overall look of landscaping (formal versus informal, use of color and textures, garden art) is important. The front entryway should be inviting, with original and creative touches to show personality (hanging baskets, pots, yard art, bird feeders, etc.)

Summary note: While lack of strict adherence to the criteria above does not necessarily disqualify, these principles offer general guidelines that should be recognized by the Keep Pilot Point Beautiful Yard of the Month Committee.

The Keep Pilot Point Beautiful Advisory Board is dedicated to improving the quality of living and appearance of our community. We encourage residents to take pride in their homes and neighborhood. In turn, we look to celebrate those who do a superior job in maintaining their yards in such a way that they enhance the overall curb appeal of the entire community.



ADOPT-A-STREET Application

As a part of Keep Pilot Point Beautiful, Adopt-A-Street is a wonderful opportunity to teach others about citizenship, improve the community and have fun! The Adopt-A-Street program provides teams of all kinds: families, clubs, co-workers, and civic organizations with an opportunity to help beautify the community by volunteering to collect litter alongside Pilot Point streets. It's a way for groups to help the community and prevent pollution! Litter is unsightly and can be costly to tax payers. Volunteering for litter pick-up builds community and group pride, visibly improves our local environment, and helps save tax payer money!

PROGRAM REQUIREMENTS

- Teams agree to maintain a one mile stretch of roadway (in both directions) for one year. Contracts are automatically renewed upon good standing.
- Before conducting a cleanup, teams request supplies and schedule their cleanups through Lenette Cox.
- Teams conduct 5 (Suggested) cleanups per year. This includes four quarterly cleanups (every three months) and one during our annual KPPB Trash Off event.
 - 1st quarter cleanup: January 1- March 30
 - 2nd quarter cleanup: April 1-June 31st- Earth Month Cleanup: April 1-31
 - 3rd quarter cleanup: July 1-September 30
 - 4th quarter cleanup: October 1-December 31

Program Support

- Supplies needed to conduct clean up may be picked up from City Hall.
- Recognition of service to community (i.e. placement of adoptees photo in Keep Pilot Point Beautiful Facebook page)

If you are interested in participating or would like more information about this program, contact:

Lenette Cox
City of Pilot Point
102 E. Main St.
Pilot Point, TX 76258
940-293-7434

lcx@cityofpilotpoint.org

KEEP Pilot Point BEAUTIFUL



YES! I want to Adopt-A-Street in Pilot Point!

I would like to adopt the following location. Please list in order of preference as certain areas are unadoptable, not maintained by the City, or with heavy traffic and/or high speeds.

1ST Choice Street Name _____

Start Cross Street _____

End Cross Street _____

2nd Choice Street Name _____

Start Cross Street _____

End Cross Street _____

3rd Choice Street Name _____

Start Cross Street _____

End Cross Street _____

Group Name to appear in Recognition:

Keep Pilot Point Beautiful has final approval of names. Please refrain from using slogans, web-sites, or advertisements.



Adopt-A-Street Program Terms and Adoption Agreement

It is agreed by all parties that if the maintenance of the contracted area is not being performed according to the terms agreed upon, the City has the ability to end the contract. When a team is behind in their cleanups they will receive a 30day reminder to conduct a cleanup, return supplies and return forms to remain in the program. Teams who receive a second late notice will have 10 days. If a delinquent team does not complete the make-up cleanup in the specified time, a new team will be eligible to adopt that street segment. Please note: adoption agreement encourages participation in KPPB Trash Off event.

Contracts are automatically renewed on good standing. If a team wishes to be removed from the program after one year, they can contact Keep Pilot Point Beautiful to allow another team to adopt the designated mile of road.

Responsible Signature:

Printed Name:

Title:

Organization (If applicable):

Address:

Phone #:

E-Mail address:

Date:

KEEP Pilot Point BEAUTIFUL



PRIOR TO CLEANUP

- Plan with your team and decide when to schedule your cleanup.
- Schedule your cleanup by completing the form provided.
- Pickup your bag when you've been notified its ready.
- Plan a meet-up location and time.
- Plan for weather and dress appropriately: wear closed-toe shoes, sunscreen, a hat, and bring water, etc.

DURING THE CLEANUP

- Bring waiver form ALL VOLUNTEERS must sign before beginning the cleanup.
 - TIP: Exchange vests/gloves for signing the waiver.
- TAKE PICTURES and send them in!!! These photos can be used on our Facebook page, newsletters, and in other City publications. Don't forget to use the hashtag #TRASHOFFPP
- When your team is done gathering trash leave it at your team's sign.
 - Leave the trash at one location and be sure to note where it is on your activity report.
- Complete and turn in the activity report within one week of completing your cleanup. The sooner, the better!!

MORE DETAILS

- Contracts are for one year and automatically renew upon good standing. If Adopt-A-Street is no longer the right commitment for you, just e-mail Lenette Cox at lcx@cityofpilotpoint.org to make your spot available for a new team.
 - Good standing- cleanups completed and reporting forms turned in.
 - Out of good standing- missing cleanups/reporting forms.
- Supplies, reporting forms, and waivers need to be returned within ONE week of completing your cleanup.
- Please report illegal dumping as soon as possible!
- Volunteer safety is a top priority.

KEEP Pilot Point BEAUTIFUL



SAFETY IS IMPORTANT

You can help keep Pilot Point clean without putting yourself or others at risk. Please review and follow the safety guidelines below:

DO

- Wear appropriate shoes- thick-soled, closed-toe, and comfortable.
- Dress accordingly for the weather, including sunscreen/bug repellent.
- Wear gloves/use the grabbers provided in your supply bag
- After your cleanup, wash hands thoroughly!
- Wear safety vests and/or bright colored clothing for the cleanup.
- Have ALL volunteers sign waiver form before participating in the cleanup (parents or guardians must sign for minors).
- Use the "buddy system" to maximize safety.
- Be aware of your surroundings and potential hazards (Broken glass, passing cars, branches, poison ivy, snakes etc.)
- Provide adequate supervision for all volunteers (adult supervision is required for minors).
- Stay hydrated!

DON'T

- Pick up anything with your bare hands.
- Pick up hazardous materials such as needles, sharp objects, old car batteries, animal carcasses, or any other questionable object.
- Attempt to move large objects- report any illegal dumping.
- Allow small children to participate in clean-ups, unless supervised by an adult.
- Perform any activities outside of your physical capabilities.
- Schedule clean-ups during peak traffic hours
- Conduct clean-ups during inclement/unsafe weather.



RELEASE SIGNATURES (HOLD HARMLESS)

Prior to any Adopt-A-Street cleanup, all participants must sign this document.

The signed document **MUST** be turned in after the cleanup in order to count as an Adopt-A-Street cleanup.

In consideration of the City of Pilot Point's acceptance of my participation in the above project, I, for myself, participating in the project, any heirs, executors, administrators and assigns, forever releases and discharges any and all rights, demands, claims and causes of suit of action, known or unknown, whether arising now or in the future, that I may have against the City of Pilot Point and any and all injuries, including death and property damage in any manner arising or resulting from my participation in said project. I attest and verify that I have full knowledge of the risks involved in the project, that I solely assume those risks, that I will, without limitation, assume and pay any medical and emergency expenses in the event of an accident, injury, illness or other incapacity, regardless of whether I have authorized such expenses. Furthermore, I state that I have carefully read this release, know the contents of the release and signed the release of my own free will.

Before each cleanup, all applicants participating must sign below and send/bring to:

Lenette Cox
City of Pilot Point
102 E. Main St.
Pilot Point, TX 76258
940-293-7434
lcov@cityofpilotpoint.org

Individual/Organization Name:

Name of Representative (If applicable):

Printed Name:

Title:

Volunteer Name _____ Signature _____ Date _____

Volunteer Name _____ Signature _____ Date _____

KEEP Pilot Point BEAUTIFUL



Volunteer Name _____ Signature _____ Date _____

Volunteer Name _____ Signature _____ Date _____

Volunteer Name _____ Signature _____ Date _____

Volunteer Name _____ Signature _____ Date _____

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Volunteer Name _____ Signature _____ Date _____

Lenette Cox

From: Stephanie Porter <steffjimporter@hotmail.com>
Sent: Monday, April 01, 2019 4:01 PM
To: Lenette Cox
Cc: Elizabeth Jones
Subject: Old City Park garden beds

Importance: High

Hi Lenette,

After visiting with Elizabeth this morning the first thing to report is the need to **get the stone walls repaired** where there are cracks.

Here is a list of the requested of plants, materials, and estimates (according to Elizabeth's experience):

- 80 2 Red Yucca. (\$35-40 each)
- 146 4 Varigated Soft Leafed Yucca (about \$40 each)
- 100 6-8 Rock/small boulders (wants mossy rock). (rock is 3-10 cents/lb). Rocks may cost about \$100.00.

Perennials: (I called Calloways, Painted Flower Farm & Meador's today...)

45 6 Henry Duelberg Salvia (found 1 gallon pots at Painted Flower Farm & Meador's Nursery)

45 6 Moonshine Yarrow (a gold color), Same as above - at PFF & Meador's in Denton.

Plants at PFF are \$9.00/gal and at Meador's they are \$8.95/gal.

(Calloways did not have either plant at this point & couldn't guarantee they would be getting those specific varieties in stock.)

Also, I believe Elizabeth is waiting to hear approval of adding sculpture to both garden beds.

Elizabeth said she will pick up the rocks and the plants. However, she will need the City's tax id number in order to do that.

This email has been copied to Elizabeth as well.

Also - just a reminder for tomorrow' KPPB committee meeting. I will not be there as I will be participating in the Strategic Planning Committee meeting with Pilot Point ISD. Lenette, as you said you would - thank you for finding someone to take minutes for the meeting tomorrow.

Stephanie Porter

Sent from Outlook