

# MINUTES

## KEEP RICHWOOD BEAUTIFUL COMMISSION MEETING

Tuesday, January 07, 2025 at 6:00 PM

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BE IT KNOWN THAT a City of Richwood Keep Richwood Beautiful Commission will meet Tuesday, January 7, 2025, beginning at 6:00 PM at Richwood City Hall, located at 1800 Brazosport Blvd. N., Richwood, Texas 77531 with the following agenda:

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. ROLL CALL OF MEMBERS

Kai York, present

Tracy Bocanegra, present

Kimberly Garcia, present

Denise York, absent at roll call (arrived late)

Others present: Margaret McMahan, Executive Director; Kirsten Garcia, City Secretary

III. PUBLIC COMMENTS

There was no public comment.

IV. DISCUSSION AND ACTION ITEMS

A. Discuss and consider amending the procedures for Yard of the Month awards and contests.

Kai presented proposed changes for the yard of the month SOP.

Discussion was held on possible prizes for the yard of the month during non-holiday times.

***Motion to add a \$25 gift card and a t-shirt to the yard of the month as a prize.***

***The motion was made by Tracy Bocanegra and seconded by Kai York.***

***All in favor.***

***Motion carried.***

***Tracy motioned to increase 1st, 2nd, 3<sup>rd</sup> to 250, 100, and 50 respectively for winners for both Halloween, Christmas, and the Fourth of July.***

***Motion made by Tracy Bocanegra, seconded by Kimberly Garcia***

***Ayes: Tracy and Kimberly***

***Nays: Kai***

***Motion carried.***

B. Discuss and consider choosing promotional items and setting a budget for 2025.

Discussion held on items to purchase.

Motion to budget \$750.

***The motion was made by Kai York and seconded by Tracy Bocanegra***

***All in favor.***

***Motion carried.***

- C. Discuss and consider setting date for a recruiting meet and greet and/or program with guest speakers.

Margaret presented.

Set date of March 22nd at 10:00 am

Discussion held on door prizes.

- D. Discuss and consider setting a garden workday schedule for 2025.

Discussion held on notice.

- E. Discussion on bench color and placement from the NexTrex Program.

***Motion to make bench green.***

***The motion was made by Tracy Bocanegra and seconded by Denise York.***

***All in favor.***

***Motion carried.***

***Motion to place facing the playground at Ellis Park.***

***The motion was made by Tracy Bocanegra and seconded by Denise York.***

***All in favor.***

***Motion carried.***

- F. Discussion and acknowledgement of the recycling challenge business partners.

Discussions were held on ways to thank recycling partners.

Council meeting acknowledgement

Certificate of appreciation

## V. FINANCIAL REPORT

- A. Keep Richwood Beautiful Budget Report

Kirsten Garcia, City Secretary, presented the budget report.

Discussion held on budget.

## VI. EXECUTIVE DIRECTOR'S REPORT

Margaret presented GCAA information.

Gave a garden update.

Gave update on tree donation.

May 5-6 for the KTB conference.

Discussion held on communication.

## VII. ACCOMPLISHMENTS AND ITEMS OF COMMUNITY INTEREST

No report.

VIII. SET NEXT MEETING DATE

February 5

IX. FUTURE AGENDA ITEMS

Spring Clean Up

Littering Signage

GCAA

Meet and greet

X. ADJOURNMENT

Being there no further business, the meeting was adjourned at 7:13 p.m.

**These minutes were read and approved on the 4th day of March 2025**

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**Chairman**

**ATTEST:**

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**City Secretary**