



**Notice of Public Meeting**

---

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

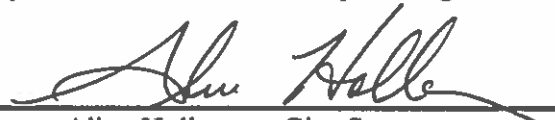
Pilot Point City Hall  
102 E. Main St.  
Pilot Point, Texas

**Meeting to be held on:**  
**June 11, 2019**  
**9:00 A.M.**

**AGENDA**

- A. Call to Order
- B. Consider approval of the KPPB Minutes.
  - 1. Minutes from the meeting held on May 7, 2019
- C. Discuss, consider, and possible action on Adopt A Street neighborhood program guidelines.
- D. Discuss, consider, and possible action on the Old City Park garden.
- E. 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 May 29, 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:  
May 7, 2019  
9:00 A.M.

**Members present: Sandra Lapsley, Stephanie Porter, Stephanie Schaeffer, Charlotte Bridges and Lenette Cox, Main Street Director, was also in attendance.**

### AGENDA

- A. Call to Order Meeting was called to order by Charlotte Bridges at 9:03 a.m.
- B. Consider approval of the KPPB Minutes.
  1. Minutes from the meeting held on March 5, 2019  
**Sandra Lapsley made a motion to approve the February meeting minutes seconded by Stephanie Porter. Minutes were approved.**
- C. Discussion and recap of the 2019 KPPB Trash Off event. Event had 55 total participants. Lenette Cox also reported other details of the trash pick up over the city.
- D. Discuss, consider, and possible action on Yard of the Month program. Committee will continue to publicize this program.
- E. Discuss, consider, and possible action on Adopt A Street neighborhood program guidelines. Table for next month.
- F. Discuss, consider, and possible action on the Old City Park garden. Work order has been placed to repair the cracking rocks. However, it may be a while before work actually gets done. Public works workers are overloaded at this time.
- G. Discuss, consider, and possible action on changing the June meeting date. June meeting will be rescheduled to

**G. Adjourn Motion to adjourn at 9:03 a.m. made by Sandra Lapsley and seconded by Stephanie Schaeffer. Next meeting is scheduled for Tuesday, June 11, 2019 at 9:00 a.m. (Meeting has been rescheduled because Lenette will be out of town on June 4<sup>th</sup> – the regularly scheduled meeting.)**

---

Chairperson

---

Secretary



## 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.
  - 1<sup>st</sup> quarter cleanup: January 1- March 30
  - 2<sup>nd</sup> quarter cleanup: April 1-June 31<sup>st</sup>- Earth Month Cleanup: April 1-31
  - 3<sup>rd</sup> quarter cleanup: July 1-September 30
  - 4<sup>th</sup> 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  
[lcox@cityofpilotpoint.org](mailto:lcox@cityofpilotpoint.org)

# KEEP **Pilot Point** BEAUTIFUL



- o **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.

1<sup>ST</sup> Choice      Street Name

Start Cross Street

End Cross Street

2<sup>nd</sup> Choice      Street Name

Start Cross Street

End Cross Street

3<sup>rd</sup> 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](mailto: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  
[lcx@cityofpilotpoint.org](mailto:lcx@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 \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Volunteer Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_