



Keep Smyrna Beautiful Meeting - Final

September 12, 2023

6:30 PM

A. MIN2023-094 Approval of the August 8, 2023 Keep Smyrna Beautiful Meeting Minutes.

KEEP SMYRNA BEAUTIFUL

Minutes - Final



Smyrna Community Center
Jonquil Room
1250 Powder Springs Street SE
Smyrna, GA 30080

Lisa Davis (Mayor's Appointee)
Shawn Garcia (Ward 1)
Lisa Castleberry (Ward 2)
Betty Williams (Ward 3)
Karleen McNabb (Ward 4)
Maggie McGarity (Ward 5)
Neil Robinson (Ward 6)
Tripti Gadgade (Ward 7)
Phyllis Owens, Board Chairperson (At Large)
Sally Knox, Secretary (At Large)
Ed Plansker (At Large)
Hilary Scott (At Large)
Olivia Wise (At Large)
Chris Knight (At Large)

City Attorney Scott Cochran
City Administrator Joseph Bennett
City Clerk Heather K. Peacon-Corn

August 08, 2023
6:30 PM

1. Roll Call

Present: 5 – Shawn Garcia, Lisa Castleberry, Karleen McNabb, and Tripti Gadgade
Also Present: 5 – Phyllis Owens, Hilary Scott, Olivia Wise, Chris Knight, and Trevour Kelleher
Staff: 2 – Julie Barwig and Eloise Holland
Absent: 5 – Liz Davis, Betty Williams, Maggie McGarity, Neil Robinson, Sally Knox, and Ed Plansker

2. Call to Order

The August 8, 2023 Keep Smyrna Beautiful meeting held at the Smyrna Community Center in the Jonquil Room was called to order at 6:30 PM.

3. Chairperson Instruction and Comment

A. 2023-157 Welcome / Call to Order – *Phyllis Owens, Board Chairperson*

Farewell: Phyllis Owens informed the members that Sally Knox has stepped down from the Board for personal reasons. She was thanked for her dedication and service with best wishes.

The Secretary position is open. Please connect with Ms. Ownes for those interested in this Executive Committee position. Julie Barwig will share the position description for reference. It was noted that there are three vacancies: two at-large and one for Ward 3.

4. Formal Business

A. 2023-158 Chairman's Report – *Phyllis Owens*

Phyllis Owens initiated a discussion about Board members leading volunteer activities to free time for Julie Barwig and Eloise Holland.

- The Board were in agreement to lead activities that they are signed up to attend when they feel comfortable doing so.
- Connect with Ms. Holland to coordinate leading activity and picking up necessary supplies for such events

B. 2023-159 Secretary's Report – *Phyllis Owens*

C. 2023-160 Finance – *Maggie McGarity*

Julie Barwig presented in Maggie McGarity's absence. July financials were sent in an email prior to the meeting. July budget and actuals were reviewed. KSB is under in Revenue: Net Revenue was (\$864.70) with Income of \$1,732.64. Information will be on the Google Drive or Ms. Barwig can send through email. Ms. Barwig shared that the utility cart purchased in September 2022 has finally arrived and been put to helpful use. It was noted that there have been fluctuations in the prices of office paper and cardboard, though it is not anticipated to materially impact the annual budget. The Report was filed for Audit.

D. 2023-161 Old Business - *Phyllis Owens*

E. 2023-162 New Business - *Phyllis Owens*

Phyllis Owens invited other Board members to bring topics for educational purposes in addition to new business being proposed.

Julie Barwig and Eloise Holland provided a demonstration of the new Enviroscape teaching tool. This will be used primarily for classroom demonstration in 3rd grade and aligns with the environmental section of the Georgia curriculum typically offered in the Spring. They have reached out to local schools to schedule demonstrations. The Enviroscape demonstrates how water flows in a watershed and highlights potential sources of pollution. This helps engage students on what can be done to eliminate or mitigate potential pollutants from point and non-point sources. The demonstration was well received by the Board. Some Board members suggested to explore how the classroom demonstrations could serve as outreach to increase visibility and engagement of Keep Smyrna Beautiful.

F. 2023-163 Committee Reports – *Phyllis Owens*

Phyllis Owens noted that Committees can have members other than Board members as needed.

1. **Garden Tour Committee:** Phyllis Owens presented on behalf of Liz Davis. Tripti Gadgade indicated she remains interested to shadow Liz Davis to take on Committee chair role in the future.
2. **Education Committee:** Chris Knight shared about the Committee's discussions to define action plans to increase outreach. This plan expects to include visibility of school grants, potentially add recycling center tours outside normal office hours to increase attendance, business education, and high school outreach.

3. **Pollinator Garden Committee:** Julie Barwig communicated that the Committee meeting was to be held next week. The next steps are pending review and alignments by the city representatives.
4. **Audit:** Julie Barwig communicated that meeting is scheduled for August 14. Tripti Gadgade indicated she is interested to join Audit Committee.
5. **Fundraising and Grant Committee:** Trevour Kelleher provided an update from the July 31 meeting. Julie Barwig provided historical fundraising performance in context of average annual budgets. There is at least \$12,000 per year that the Committee needs to address in additional fundraising or grants to close the gap in recent budgets. The financial targets are expected to be larger as we consider new initiatives in the Board's strategic planning for next 3-10 years. The Committee discussed possible initiatives (e.g., additional pollinator gardens, community greening for businesses or in city's renovations, enabling community composting) and will prepare a more comprehensive plan by November as part of 2024 Annual Planning. It was shared that we currently average 100-200 donors per year who on average contribute < \$200 with 80% being < \$100. Our only grants in recent years have been via Keep America Beautiful or Keep Georgia Beautiful. Phyllis Owens indicated she has a list of available grants.

G. 2023-164 Director's Report – *Julie Barwig*

Julie Barwig, Environmental Services Director, announced that the selected candidate has accepted the offer to fill the part-time Program Assistant vacancy.

Trevour Kelleher volunteered to serve as KSB representative to Keep Cobb Beautiful that Eva Tackett formerly attended.

Trevour Kelleher and Olivia Wise initiated a discussion about support to develop a City Agricultural Plan offered by Atlanta Regional Commission and Foodwell Alliance. The Foodwell Alliance offers a \$75,000 grant to one applicant per year with requirement of an in-kind match by the city. A City Agricultural Plan is a process to build a robust local food system for a community with several elements aligning with KSB Missions. There are three cities in the metro Atlanta area that have been through this process (East Point, Alpharetta and Jonesboro). The City of Smyrna has not included this amount in the 2024 budget according to Penny Mocer, Deputy City Administrator. She suggested that the board could explore and build alignments for the 2025 budget process. Information can be found at <https://www.foodwellalliance.org/city-agriculture-planning>.

H. 2023-165 Coordinator's Report- *Eloise Holland*

Eloise Holland presented her report to the Board:

- There has been a reduction in high school participation due to school staff turnover. It was discussed how the Board might increase participation which will also be a topic the Education Committee will explore further.
- Suggestions were discussed on how to better connect to the mandatory volunteer service hours (e.g., National Honor Society, Beta Society, International Baccalaureate (IB) requirements). Tripti Gadgade offered to connect Eloise Holland with the IB Coordinator.
- Special thanks to volunteer Maureen for sorting the recycling after the last two summer concerts!
- Phyllis Owens noted that there is no recycling collection at the city's pool or Food Truck Tuesday event. This is an area of opportunity for KSB to have more impact

and visibility. There was a discussion of current recycling effectiveness; Julie Barwig offered to seek out data on the current recycling data from streetside collection.

- Eloise Holland updated the Board that there are still openings for the Pollinator Workshop on August 17, 2023.

5. Approval of Minutes

A. MIN2023-080 Approval of the June 13, 2023 Meeting Minutes

Boardmember Karleen McNabb made a motion to approve item MIN2023-080, the June 13, 2023 Keep Smyrna Beautiful meeting minutes; seconded by Boardmember Olivia Wise.

The motion to approve carried with the following vote:

Aye: 4 – Boardmember Garcia, Boardmember Castleberry, Boardmember McNabb, Boardmember Tripti Gadgade, Boardmember Phyllis Owens, Boardmember Hilary Scott, Boardmember Olivia Wise, Boardmember Christ Knight
Nay: 0 – None
Absent: 0 – Boardmember Davis, Boardmember Williams, Boardmember, McGarity, Boardmember, Robinson, Boardmember, Knox, Boardmember Plansker

6. Other Business / Staff Comment

A. 2023-166 Upcoming Events:

- Community Cleanups: August 8th, September 11th & 20th
- Storm Drain Marking: August 22nd, September 15th, & October 12th
- Monthly Recycling Center Tours: August 18th, September 15th, October 20th
- Document Shredding: September 9th
- Rivers Alive: September 23rd
- Litter Free Events: October 7th
- Crafts & Drafts: October 28th & 29th

7. Adjournment

The August 8, 2023 Keep Smyrna Beautiful meeting was adjourned at 8:15 PM.

Facilities are provided throughout City Hall for convenience of persons with disabilities.

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN O.C.G.A. 50-14-3:
The City of Smyrna website – www.smyrnaga.gov
City Hall, 2800 King Street SE, Notice Boards