

# Village of Jones Creek

7207 Stephen F. Austin  
Jones Creek, TX 77541  
(979)233-2700

## REGULAR MEETING MINUTES

The Beautification Committee of the Village of Jones Creek, Texas held a Regular Called meeting on October 6<sup>th</sup>, 2022 at the Village Hall located at 7207 Stephen F. Austin Road, within the incorporated limits of said Village beginning at 12:00 p.m. Any person was able to participate and address the Committee by either:

Join the meeting on Zoom: <https://zoom.us/j/9792331826>

Or dial the following toll free numbers and enter the Meeting ID:

979 233 1826 and #: +1 346 248 7799 US (Houston); +1 253 215 8782 US; or +1 301 715 8592

This written notice and meeting agenda were posted online at:

<http://www.villageofjonescreektexas.com>

The public is permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the meeting was made, and available to the public in accordance with the Open Meetings Act upon written request. The matters discussed and acted on at the meeting were as follows:

1. **CALL TO ORDER** 12:02 PM
2. **INVOCATION AND PLEDGE OF ALLEGIANCE** Led by Regina Tidwell, Pledge said by all.
3. **ROLL CALL OF MEMBERS** Anna Galloway, Tammy Butler, Barbara Sloan, Regina Tidwell, Not Present; Nicole Hardesty, Debbie Williamson
4. **BUSINESS OF VISITORS** Discussion with Traci Stowers and her mother Terri went through their confirmed donations for the Trunk or Treat and these to include future donors as well. Everyone thanked them for all of their help with doing this on their own time.
5. **OLD BUSINESS**
  - a. Consider approval or other action regarding the minutes of the regular committee meeting held on May 19, 2022. Anna Galloway motion to approve the minutes of the May 19, 2022 meeting, 2nd Regina Tidwell, all in favor, motion carried.
  - b. Discuss and consider financial statement. Anna Galloway asked if we can earmark certain amounts and limits for funds. Regina Tidwell motion to approve the financial statement, 2nd Anna Galloway, all in favor, motion carried.
6. **NEW BUSINESS**
  - a. Discuss and consider Spring City Wide Clean up event to be held on April 29, 2023.

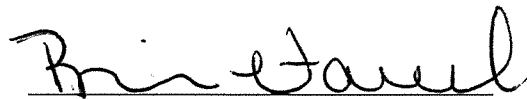
*Discussion for a new flyer to be made. Barbara Sloan was checking on the date of the National Historical Marker day to be on Last Friday of April. Anna Galloway motion to set the date for the next City Wide Clean up to be on April 29, 2023, 2nd Regina Tidwell, all in favor, motion carried.*

- b. Discuss and consider finalizing plans for Trunk or Treat to be held on October 29, 2022 at the Presbyterian Church in Jones Creek. *Discussion on volunteers to help with the event and food donations to include chips, pickles, napkins, boats, cheese from Jones Creek and surrounding cities. The Fire Department and Presbyterian church have offered their help with this event as well. Mrs. Toomer is excited to decorate the inside of the church. Discussion on prizes and limitations such as gift cards. Mrs. Sloan suggested that if any members competing should not be a part of the chance to win. They are hoping that this event brings out enough stops for the children, but as many decorated spots for the children. Event decorating can start at 2pm and 4-7 will be the event times.*
- c. Discuss and consider removing member D. Williamson, and appointing a new member to Beautification Committee upon reviewing recommendations. Recommendation: Dawn Griffis. *Regina Tidwell has not heard back from her, she left a voicemail. Traci Stowers said she would be interested but would like to see how things are going with her to determine if it is possible to help as well. Motion to table this item until the next meeting by Anna Galloway, 2nd Anna Galloway, all in favor, motion carried.*

7. **FUTURE AGENDA ITEMS** *Regina Tidwell asked to see if we can get a volunteer list for those who can help and a list for those who need help cleaning up their property. Next meeting possibly for the 1st week or last week of February to discuss a meeting. February 26, 2023 is a possibility for the next meeting, follow up to confirm date as it comes closer. Quarterly meetings are what is in the ordinance, but to be discussed is the spring clean up.*

## 8. ADJOURNMENT

*Motion to adjourn, Anna Galloway, 2nd Regina Tidwell, all in favor, motion carried.*



Brittney Fairchild, City Secretary

This notice is being posted pursuant to the Texas Open Meeting Act. (Chapter 551, Government Code). In compliance with the American with Disabilities Act, on request the Village of Jones Creek will provide for reasonable accommodations for persons attending meetings. Request for such accommodations or for interpreter services should be received 48 hours prior to any meeting. Please contact the Village Secretary's office at 979-233-2700 to request such accommodations.



- DIY mandrakes — Cassandra will make a video.
- Library staff expects 300+ attendees; planning to purchase enough supplies for 350.
  - o Clay, pots, leaves, sticks, ping pong balls, toothpicks
- d. Christmas Light Recycling
  - Wrapped boxes today.
  - Locations: Bushwhacker's, City Hall, Library, Altus Emergency Center, Rec Center, Lisa Baker?

**LOCAL RECYCLERS LIST**

- Target — glass, plastic bags, cardboard, paper
- HEB — plastic bags
- Kohl's — plastic bags
- Lowe's — plastic bags, CFL bulbs, lithium-ion batteries
- Iron Horse Recycling (Vernor materials) — car batteries
- Brazosport Noon Lions Club — plastic bags recycling (located in city hall outer lobby and Brazosport Rehab and Wellness)
  - Dry cleaners — metal hangers
  - Gulf coast bird observatory — cell phones
  - Grapevine gifts — eyeglasses
  - Home Depot?

*TV, computer, cell phone*

- Recycling center in Pearland open to Brazoria County residents — operated by Keep Pearland Beautiful
- County is trying to get an event set up in January for e-waste; cost is estimated at \$16,000, so sponsors are needed.
- Cost savings suggestion made by Glen regarding transportation/storage sponsorship.
- Funding sponsors has not been a problem in the past.

*GCAA - get more \$?*

# Walk through the Application Page



## Keep Texas Beautiful

<https://ktb.org/qcaa/>

- CCAA Important Information
  - Guidelines, paying fee, judging criteria
  - Creating a new account
  - Completing the application
  - Accessing past applications
    - Save/print them!

HOME MY ACCOUNT CCAA BEAUTIFUL TEXAS AWARDS

### Welcome, Current User

- My Profile
- Change Password
- My Account
- Logout

With KTB's distinct awards programs, there are many opportunities to recognize the efforts of individuals, schools, businesses, and communities that work to keep the Lone Star State's environment clean. Awards will begin opening in January 2023. No check-back soon!



The Governor's Community Achievement Awards online application is now open! Click here to begin a new application.

Review the 2023 CCAA Award Application Instructions here



<https://ktb.secure-platform.com/organizations/main/home>

https://ktb.secure-platform.com/organizations/main/home

## After the application is submitted

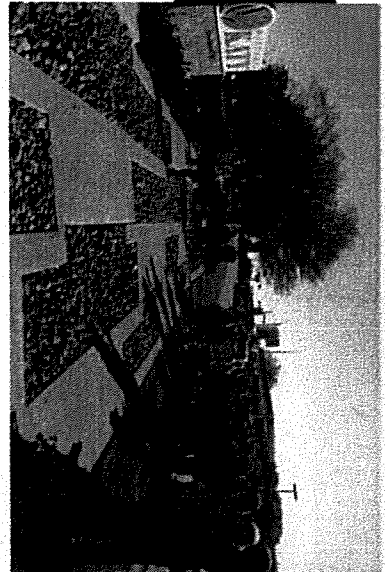
- All judging scores and comments will be sent to applicants by May 2023
- 1st, 2nd and 3rd place winners, along with Sustained Excellence and Award Excellence will be shipped their awards
- 1st place winners will be honored at the KTB Annual Conference in Houston, June 26-28th, 2023



JAN 18, 2023

# Examples of Landscaping Projects

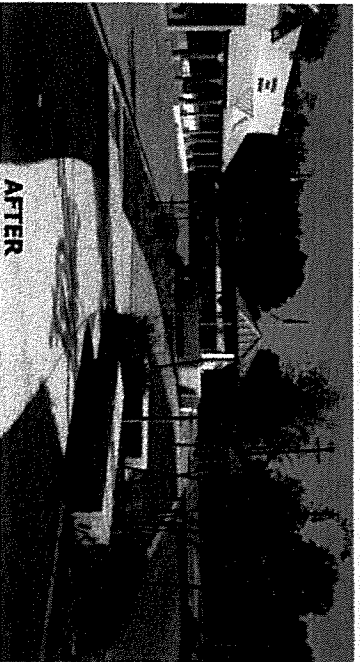
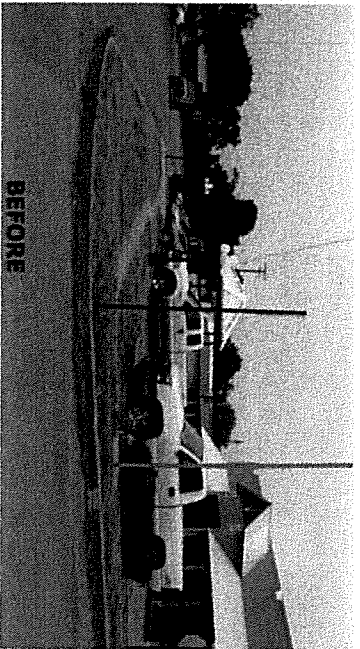
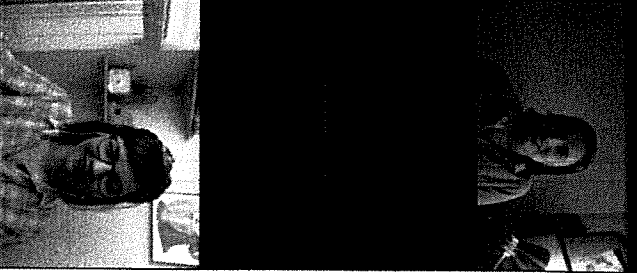
Existing Geese Statue Area:



Keep Texas Beautiful  
Texas Department of Transportation

Katy

# Examples of Landscaping Projects



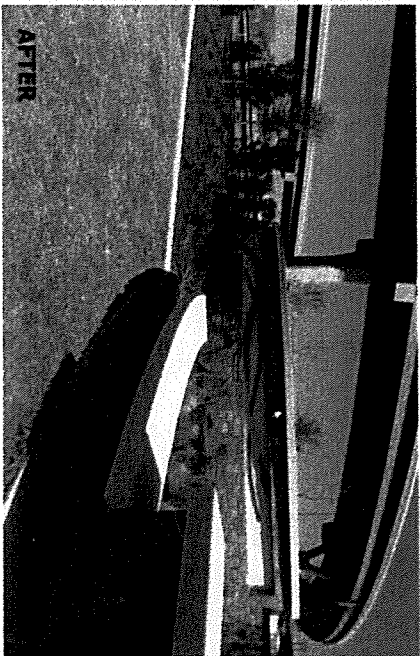
 Keep Texas Beautiful  
 Texas Department of Transportation

Collinsville

JAN 19, 2023



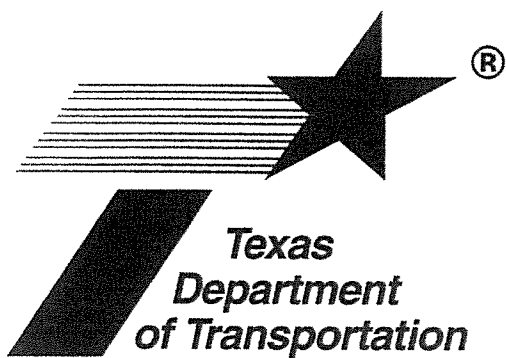
# Examples of Landscaping Projects



North Richland Hills

Keep Texas Beautiful  
Texas Department of Transportation





# Governor's Community Achievement Awards (GCAA)

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## Program Guidelines

Landscape Architecture Section, Design Division

## GOVERNOR'S COMMUNITY ACHIEVEMENT AWARDS (GCAA) PROGRAM

The Governor's Community Achievement Awards (GCAA) Program, also known as the Landscape Incentive Awards Program, was initiated in 1986 by the Texas Transportation Commission as a state-wide annual awards program, in cooperation with **Keep Texas Beautiful (KTB)**. Keep Texas Beautiful, a part of the Keep America Beautiful system, sponsors a competition each year among its member cities. The competition recognizes communities for local environmental improvement through litter prevention, solid waste management and recycling, beautification, public education, and litter law enforcement. Nine winning cities are chosen; one for each of the population categories.

### Objective

- To construct a landscape project on State owned right-of-way that fulfills the winning City's expectations and meets TxDOT's design, safety, maintenance, and funding requirements

### Eligibility

The department participates in the program by designing and installing a landscape development project along State or Federal highway right-of-way in each winning city. Travel & Information Division handles coordination with KTB, including the annual awards presentation by the Governor's office. Design Division works with the winning cities and TxDOT districts in the design and implementation of the landscape projects. Project awards range from \$90,000 for populations of 3,000 or less to \$310,000 for populations greater than 180,000; with an annual funding amount of \$2,000,000 provided by a Commission Minute Order.

Table: Population Categories & Award Amounts

| Population Category | Award Amount |
|---------------------|--------------|
| Up to 3,000         | \$90,000     |
| 3,001 - 5,500       | \$110,000    |
| 5,501 - 9,000       | \$130,000    |
| 9,000 - 15,000      | \$160,000    |
| 15,001 - 25,000     | \$180,000    |
| 25,001 - 40,000     | \$210,000    |
| 40,001 - 65,000     | \$250,000    |
| 65,001 - 90,000     | \$270,000    |
| 90,001 - 180,000    | \$290,000    |
| 180,001+            | \$310,000    |

## ***Implementation***

The winning community should first form a working committee to serve as a decision-making body during the development phase of the project. The committee should also appoint a spokesperson to act as point of contact for communications with TxDOT. The committee should then request an initial meeting with representatives of TxDOT, generally at the local area or district office. The committee and TxDOT then finalize the project location and scope, and TxDOT develops the construction plans at no cost to the winning community. The winning community has the option to develop the project plans themselves or to hire a consultant if they choose, but GCAA funds cannot be used for design services.

The design process typically takes between six months and a year, with construction activity beginning between forty-five to sixty days after the Transportation Commission awards the contract. Local contractors can bid on the project, but they must be prequalified through the TxDOT Construction Division before bidding on a project.

If the project overruns the award amount, TxDOT will usually fund the project if it overruns 10% or less. Additional overrun will be evaluated on a case by case basis, and may require a redesign of the project. If this occurs, the project will then be rescheduled for the next available construction letting. Every effort will be made to accurately estimate the cost of the project. No additional project will be constructed to expend unforeseen underruns.

## ***Design Standards***

Many design elements are allowed as part of a GCAA project, but certain design elements are discouraged, such as fountains and flagpoles.

Gateway Monuments cannot be funded through this program.

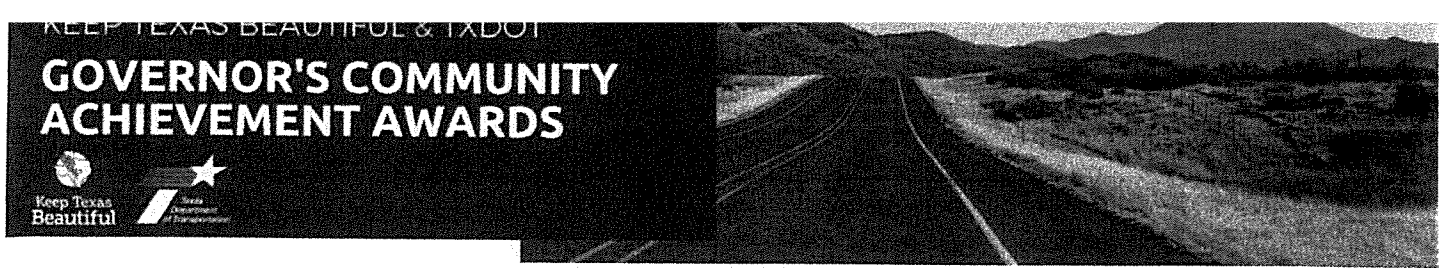
Since the project must be constructed on State Highway right-of-way, "sight distance" (drivers must have an unimpaired view of traffic) and safety setbacks must be considered in all cases. All fixed objects (large trees, retaining walls, etc.) must be located outside the clear recovery zone.

Every project which has plant material included as a bid item will have provisions for 90 days of maintenance. Depending on the level of landscape development, the Department will in most cases require the City to maintain the project following the end of the contract period. The City should sign a maintenance agreement before the project can be scheduled.

### ***Program Administration***

A TxDOT project manager will be responsible for coordinating the project and keeping it on schedule. Generally, the Area Engineer or a Landscape Architect from TxDOT will serve as the project manager and point of contact for the department.

While these GCAA projects are generally developed as “stand alone” projects, they can be developed as part of a larger project and can be combined with other funding sources, if approved by the department.



## GCAA Application Questions

The Governor's Community Achievement Award is open to ALL communities in Texas. Applications open Tuesday, January 3, 2023 and close Thursday, February 16, 2023 at 5PM CST. There is a \$25 fee to submit the GCAA application. For more information: [ktb.org/gcaa](http://ktb.org/gcaa)

### Community Leadership and Coordination – 12 Points

1. Describe your community and its specific characteristics. Please include demographics and a brief history. (125 Words)
2. Texas is one of the fastest growing states in the country. How has your community adapted and worked to address the population shifts your community might be experiencing? (125 Words)
3. How have partnerships with state or national organization(s) related to litter prevention, beautification, community improvement and/or waste reduction/recycling helped increase the impact of your community's work? (125 Words)
4. How are your community improvement programs (programs focused on litter prevention, beautification, and waste reduction/recycling) organized, structured and funded? Describe support (staff and volunteers) for your community improvement programs. (125 Words)
5. How are your community leaders, including those in charge of community improvement programs, staying up to date with best practices and changing information related to litter prevention, beautification, and/or waste reduction/recycling? (75 Words)

### Public Awareness and Outreach – 12 Points

1. Describe the outreach efforts of your community improvement programs through the use of media, speeches, social media, websites, events, workshops, bulletin boards, technology, printed materials and/or other channels. (200 Words)
2. What efforts does your community use to reach diverse or underserved audiences? (seniors, people with disabilities, low income, non-native speakers, etc.)(150 Words)
3. How has your community worked to promote the Don't mess with Texas® campaign and/or Keep Texas Beautiful? (125 Words)
4. Describe how community awards and recognition programs have helped increase local support of your community improvement programs. Note awards and other forms of recognition offered by your program and those it has received. (100 Words)
5. What educational efforts, projects or programs are available in your community to teach the general public about recycling, waste reduction, litter prevention or beautification issues? List the impact, and any data or available measurable results. (200 Words)

### Environmental Education and Youth Engagement – 12 Points

1. How is your community engaging youth in efforts toward litter prevention, beautification, community improvement and/or waste reduction/recycling? Does your community have a youth advisory board or council, and how are they working in conjunction with other community efforts to engage youth? (200 Words)
2. What topics (solid waste/recycling, water reduction, energy savings, etc.) does environmental education in your community's schools cover? Describe what kind and how many environmental education programs, groups or special events are offered for youth in schools and your community's involvement. Include any youth, preschool, elementary, secondary, and college/university programs in your community. (150 Words)
3. How do your community's schools use environmental curricula such as Project Wild, Waste in Place, Project Learning Tree, and/or other educational activities or outdoor learning opportunities? Do you have any programs to train educators on these learning opportunities and have those programs changed over the past year? (200 Words)



### **Beautification and Community Improvement – 12 Points**

1. Describe beautification efforts in public spaces (parks, community gardens, etc.) in your community, such as tree and flower planting, native or adaptive landscaping, public art, increasing trail networks, and landscape maintenance. Include any applicable metrics. (200 Words)
2. How has your community worked to instill pride and communicate the positive impact on economic development and the prosperity of your community as a result of beautification and community improvement programs? (175 Words)

### **Litter Prevention and Cleanup – 12 Points**

1. Does your community conduct any type of study or survey to determine the extent of littering? If so, how do you use the results of these tools to inform your programming? (125 Words)
2. Uncovered trucks, construction sites, motor vehicles and pedestrians are the primary sources of the litter found on roadways. Describe how your community specifically addresses roadside litter (125 Words)
3. Our waterways currently have more trash than our roadways. Many organizations have shifted focus to these important areas that can carry trash from one community to the next and even all the way to the sea. If your community has waterways (ocean, rivers, lakes, streams, tributaries, bayous, and creeks.), describe your waterway litter prevention efforts. (125 Words)
4. What was the overall impact on the environment and/or the public's attitude toward litter prevention and cleanup based on your litter prevention programs? How does your community assess the effectiveness of its litter prevention programs? (150 Words)
5. List the community cleanups (Adopt-a-Spot, Fall Sweep, Great American Cleanup, etc.) you held and measurable results of those events. Virtual events or other nontraditional cleanups can also be included with this question. (150 Words)

### **Solid Waste Management – 12 Points**

1. Describe your community's typical involvement in solid waste management, including work with local waste haulers, businesses, civic groups and citizens. If your community has a recycling program, describe community efforts to reduce and address recycling contamination, which typically is around 25%. (125 Words)
2. Describe how your community has supported source reduction, recycling, reuse and composting to divert materials from landfill space. Please address all four topic areas. List measurable results if applicable. (200 Words)

### **Litter Law and Illegal Dumping Enforcement – 12 Points**

1. Describe community efforts to educate and work with law enforcement personnel (city, county or state) to review and enforce local and state litter laws, including litter abatement and/or illegal dumping. (125 Words)
2. Describe community efforts to reduce nuisance issues such as graffiti, grass and weed violations, dilapidated structures, junked cars and similar issues. (125 Words)

### **Conclusion – 6 Points**

1. Describe any positive changes that have impacted your community programming this year. Do you have any community effort successes you would like to share that are specific to this year's accomplishments? (150 Words)
2. Explain how your community's overall environmental efforts have made your community a better place to live, work and play. Use this space to address anything related to community improvement programs that has not been covered in this application. (125 Words)



## PROGRAM PORTFOLIO- 10 Points

### PROGRAM PORTFOLIO GUIDELINES

1. All support material must take place in the reporting period of 1/01/2022 - 12/31/2022, unless otherwise noted.
2. Support material is meant to support what is written in the application itself. These should not act as a standalone application.

### PROGRAM PORTFOLIO REQUIREMENTS

#### 1. SUPPORTING PHOTOGRAPHS:

- 10 photographs are required, but up to 15 photographs are allowed
- Only photographs may be submitted in the photograph section (i.e. no newspaper articles, social media posts, etc.).
- Photograph collages (and anything that has more than one photograph on it) are not permissible.
- The word count limit for each photo caption is 20 words. The caption should describe the photo. Points will be deducted for captions over 20 words.

#### 2. SUPPORT MATERIALS:

Applicants must submit support materials from **3 of the 5** following options:

- 2-3 examples of public awareness or promotional materials.
- 2-3 examples of local media support (i.e. news articles, publications, social media).
- 2-3 examples of educational materials developed for use in adult or youth educational activities.
- 2-3 city or county ordinances related to litter prevention, litter law, waste management or illegal dumping. Include the complete ordinance, including section, title, details and website line (if applicable). Reporting period does not apply (i.e. ordinances that were passed in previous years can still be submitted).
- 2-3 examples of awards, recognition, and/or proclamations given to the community or community programs recognizing environmental stewardship.





## GCAA Application Tips

### Before Writing an Application

Read the application questions and gather what you need to answer them.

Explore the resources KTB has on its website for GCAA, including winner blogs, recorded webinars, etc.

### Dates

The application tracks what a community has done in a twelve-month period (*January 1 – December 31, 2022*). However, the application may reference past projects when they are connected to something that was accomplished this year. Example: In 2020, KTB received a grant to build an outdoor learning center, and in September 2021 the PTA added new plants.

### Program vs. Community Definition

Community – A community is defined as a region or regions with shared or adjoining boundaries whose beautification and litter abatement programs are administered by common groups within that community's geographic boundaries (i.e. local affiliates, city departments, garden clubs, schools, organizations, etc.).

Programs – Programs are defined as any projects, activities, and/or initiatives within a community's geographic boundaries that address goals stated in the seven topic areas of the GCAA.

### Start in Microsoft Word

Although our software allows you to save and return whenever you wish, it might be easier to write your information using Microsoft Word. Word allows you to check your **word count** and you can easily see your entire submission and alter it. Once you are happy with your submission in the Word document, you simply open the online application and use cut and paste to move your text.

### Word Count Restrictions

The online application has a word count limit for each question. This ranges from 75-225 words and was decided by taking the average words used on former applications. We tried to be generous and know that some will need far less and others will need more.

This limit is a maximum number of words and not the required or expected amount. If you have far less than the limit, but a good answer, you will be fine. When reviewing we look for the question being answered and the legitimacy of the information. You will not be graded on style or creativity so focus on getting your point across. Words such as I, a, it, the, is - will be counted as a word.

**The software will not stop you from going over the word count.** A count of your words will show up beneath the text box, so be sure you stay under the maximum amount of words. However, at the end of your application, the software will not allow you to submit if any of your word counts are over the limit. It will prompt you to go back and shorten those sections.

KEEP TEXAS BEAUTIFUL & TXDOT

## GOVERNOR'S COMMUNITY ACHIEVEMENT AWARDS



### Using Word Count in Microsoft Word

Microsoft Word automatically counts the number of words in a document while you are typing. You can view this information at the bottom left of your screen. To count the number of words in only a section of your document, i.e. each question, highlight the text you wish to count, go to the "Review" tab at the top and click on "Word Count" at the top left. If your version of Word is different or you are using another word processing software, consult the "Help" section to learn how to count your words.

### Program Portfolio

When including photos and other materials, make sure the captions are 20 words or less. The software will not automatically count the words in your caption for you, nor will it stop you from going over 20 words.

Photos should be actual photographs and not pictures of newspapers or internet screenshots. Save those for the supporting materials.

### Miscellaneous Tips

Answer every question and leave no questions blank or unanswered. Do not put n/a or other dismissive text showing you cannot answer. Answer all questions and if you do not have an answer, explain why.

Word count limits your writing space so make sure to be direct and get your point across. We are interested in the creativity of your program, not your writing. That being said, your answers should be clear.

For those of you working with both a city and county, they may both apply but using separate data. There can be no crossover or duplication. County applications should focus on the area as a whole, not one specific community. If the work is focused on just one community, apply as a city, not as a county.

Do not wait until the last minute to submit your application, as things have gone wrong in the past (internet goes down, etc.) that have caused an application to be late. We will not accept late applications under any circumstances. We highly suggest submitting it at least a day before the deadline.

**All applications are due online by Thursday, February 17, 2021, by 5 p.m. CST. No exceptions.**

### More questions?

Visit [www.ktb.org](http://www.ktb.org)

Email us at [programs@ktb.org](mailto:programs@ktb.org)

Phone: 512-478-8813





# Keep Texas Beautiful

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[GCAA](#)

[NEW GCAA APPLICATION](#)

[PRIZE OVERVIEW](#)

[ELIGIBILITY & JUDGING](#)

[GCAA GUIDELINES](#)

[BEAUTIFY TEXAS AWARDS](#)

[NEW BEAUTIFY TEXAS  
AWARDS NOMINATION](#)

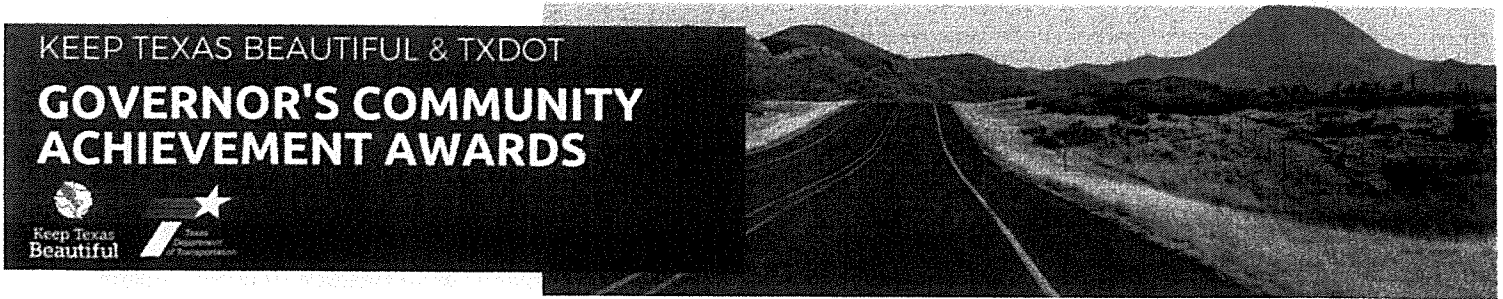
If your community did not fill out an application last year, create a new account. If your community submitted an application last year, you can use the same login information and have access to your previous application. If you need any help getting access to your previous account, please contact Sara Walters at [swalters@ktb.org](mailto:swalters@ktb.org).

Email Address

Password    [lost password?](#)

remember me

Login



The Governor's Community Achievement Awards online application is now open! [Click here](#) to begin a new application.

[Preview the 2023 GCAA award application questions here.](#)

## Governor's Community Achievement Awards (GCAA)

The GCAA program is one of the most prestigious annual environmental awards in Texas. This year, 10 winning communities will share \$2 million in landscape awards from the Texas Department of Transportation for their outstanding overall efforts to keep their communities beautiful. The funds are used for landscaping projects along *state right-of-way*".

The Awards recognize achievement in 7 areas:

- Community Leadership and Coordination
- Public Awareness and Outreach
- Environmental Education
- Beautification and Community Improvement
- Litter Prevention and Cleanup
- Solid Waste Management
- Litter Law and Illegal Dumping Enforcement

To learn more about the GCAA awards and get started preparing your application, To learn more about the GCAA awards and get started preparing your application, please click here to watch: **GCAA Webinar 1: Prep With Help from Past Winners** and please join us on **January 18th, 2023** at noon for **GCAA Webinar 2: Tackling the Online Application**.

First Place GCAA winners are not eligible to achieve first, second, and third place for 4 years. For example, first-place GCAA winners in 2020 are able to achieve first, second, or third place beginning in 2025. Winners from 2019 or before are eligible to place in 2023. See the chart below for reference.

| Winning Year | Eligible Again |
|--------------|----------------|
| 2019         | 2023           |
| <b>2020</b>  | <b>2025</b>    |
| <b>2021</b>  | <b>2026</b>    |
| <b>2022</b>  | <b>2027</b>    |

While recent GCAA winners are not eligible to place, they are encouraged to apply in order to achieve the **Award of Excellence** (scoring 90 points or higher) and **Sustained Excellence** (receiving the Award of Excellence for 3 consecutive years.)


GCAA scores and judges' comments will be sent to applicants in May 2023. *The Governor's Community Achievement Awards will open on January 3, 2023. The award application must be submitted online with all supplemental materials uploaded and application fees received by Thursday, February 16, 2023, at 5 pm CST. **Late, faxed, or emailed entries will not be accepted.** There is an application fee of \$25/entry.*



**GOVERNOR'S  
COMMUNITY  
ACHIEVEMENT  
AWARDS**



EST. 1969

 **OpenWater** Awards Management Software