



FULL COMMISSION MEETING MINUTES

Goodwill Employment Center

July 10, 2018 ~ 3:30pm

Board Members Present: Will Kotheimer, Chair; Ryan Adams, Vice Chair; Barb Abraham; Wendy Iles; Alex Maness; Gayle Mooney; Jamie Osso

Also Present: Gaylynn Johnson; Jim Williams; Cris Ausink; Debbie Blanton; C’Faison Harris

Opening Business

Welcome and Time Sheet: Will Kotheimer opened the meeting.

Roll Call & Protocol: Roll call was conducted with Will announcing that a quorum was present. He then read the opening statement. Those present were reminded to sign in on the time sheet and encouraged to record any volunteer hours accumulated in work relating to the Commission. Will and Ryan Adams provided a new officers update, with Will thanking Wendy for her service, explaining that he and Ryan will be furthering the work that she had started. Will also explained that he and Ryan will be working as a close team; that bringing up ideas and/or issues with either would be communicated to the other.

Approval of June Minutes: Barb Abraham offered a motion to approve the minutes as written. Alex Maness seconded and the motion carried.

City Attorney’s Office: No report

City Council: Debbie Blanton stated that a council liaison has not yet been appointed.

Parks, Recreation, & Leisure Services: No report.

Public Works: No report.

Financial Report: Distributed with agenda packet. Debbie explained the approval process of the FY19 budget and how monies are loaded to the agency budget at the beginning of each fiscal year and how remaining funds are returned to Public Works at the end. She also noted that a requested \$1,000 to purchase school give-away/promotional items fell through, but that she will check with Public Works on insuring that FY18 agency donations be available for use this fiscal year.

Will stated that he wants each committee to have a budget and that chairs begin thinking now on what is needed for their committees to operate.

New Business

HCS Partnership: Matthew Alexander, a science teacher at Eaton Middle School, was introduced and spoke about partnering with the agency in an effort to have students become better environmental stewards. It is also hoped that this partnership could be worked into the Standards of Learning (SOL) testing program required for grades K-12 in English, mathematics, science, history/social science, technology, the fine arts, foreign language, health and physical education, and driver education. Matthew is currently working on acquiring a HELP grant with the Chesapeake Bay Foundation; scheduling field trips for water quality testing, constructing raised box gardens, and ecology club start-ups throughout Hampton City Schools, along with his colleagues. It is Matthew’s goal to also initiate a community service project in which students would be required to provide ten hours each semester of an activity to promote environmental awareness and sustainment. He noted that there was an extreme amount of trash and debris along the parent pickup sites and the foot traffic areas around the school and would like to see this addressed. Other goals are to increase the number of trash receptacles around schools and to get cafeterias involved in composting. Wendy Iles said that the Hampton Education Fund may be a resource, with Will and Debbie adding that Matthew should check with Keep America Beautiful (KAB), Lowe’s and Home Depot for support. Debbie will add Matthew to the School Pride in Action mailing list and will assist him in researching grant funding.

The Hampton Clean City Commission works to improve and enhance the physical environment of Hampton through beautification, solid waste management education, coastal awareness activities, and litter abatement programs; educates citizens; and encourages their participation. As an affiliate of [Keep America Beautiful Inc.](#), we share the philosophy that each of us has a responsibility for enhancing our community environment.

KAB Cigarette Litter Prevention: Debbie announced that KAB is offering \$500 grants for the purchase of portable and pocket ashtrays. With a deadline of submission being July 22, Will offered a motion the grant request be approved. Ryan seconded and the motion carried.

In regards to the cigarette scan project at Foxhill and Mercury, that data will be submitted to KAB by Debbie. Will also asked whether the sign on Foxhill could be considered a marketing tool. Discussion ensued about asking the City to provide support to volunteers who wish to ride around and pinpoint other areas in need of scans, which would have to include coordination and involvement with city law enforcement. Will asked members to submit possible sites to begin development of a city-wide scan proposal. Debbie suggested requesting citizens get involved by naming possible sites on the agency's Facebook page.

Discussion Items

Update on 40th Anniversary Celebration Plans and Committee: Debbie said that sites suggested via Survey Monkey were: Hampton Roads Convention Center, Crowne Plaza, Hampton Yacht Club, and the Paradise Ocean Club. Requests for bids will be sent at the end of July pending the uploading of the agency budget.

Debbie noted that Jacob White, an intern through the city's Summer Youth Employment Program, is currently working on the agency's historical overview. Some of the issues at hand are whether to keep the same types of recognitions but providing special awards for repeat yearly winners, individuals/groups with the longest sponsorship, etc. Also suggested was having previous prestige award winners present awards to current winners. Debbie also advised that each committee is to present its own historical data for the event.

Several options for background music are being discussed. Will suggested music from 1978. Debbie is also looking into the possibility of live entertainment.

Gayle Mooney had considered preparing crape myrtles for centerpieces but noted that the weather has not been favorable for doing so. With twenty-four centerpieces needed, it was suggested that other items indicative to the Hampton area be considered. Jim Williams stated that area garden nurseries may donate and Will suggested using moon tree seeds or garden seed packets.

The next meeting will be Thursday, July 19, at 3:30pm, HCCC.

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FY19 Budget Update: Debbie announced that the budget will be allocated and hopefully approved at the Wednesday, July 11 Council session. She noted that the proposed budget would be just over \$200,000, but that would also include increases in employee salary and benefit costs.

Debbie will provide committees with budget worksheets at the August board meeting.

Appointed Member Reports

Beautification Committee: Debbie announced that July's winner was Allena Whippo of Adriatic Circle. Honorable Mentions were Jan and Walter Spencer of Wallace Road, Janet Tucker also of Adriatic Circle, and Robert Smith of Riding Path Lane. The next judging will be Monday, August 13. Jamie Osso explained that this judging was a little more difficult because of the variations of the yards, with the selected winner barely edging out the first honorable mention. Will asked if any feedback was given to those nominated as to the reasons why there yards were/were not selected as winners or honorary mentions. Jamie said that she would forward his question to the YARDS coordinators Shirley Boyd and Loye Spencer.

Chesapeake Bay Foundation Boat Tour: Alex Maness stated that the boat tour was a success and enjoyed by all.

Fund-Raising Committee: No report.

Hampton Community Gardens: The next class will be on August 2, Bio Char with Master Gardener Rhonda Graves, 6pm at Northampton Community Center.

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HCCC Staff Reports

Clean & Green Workplaces: Debbie announced that the quarterly Virginia Peninsula Clean Business Forum Breakfast, hosted by Newport News, was held June 14 at Angelo's Restaurant. Hampton's winner was Vanguard Restaurant. Jim noted that his committee was impressed with the nomination form used by Newport News and asked to be able to use the same format.

Jim announced that the second recycling event is being planned with Hampton University and Sentara CarePlex – a date to be determined.

Hampton Waterways Restoration Project: Debbie stated that Claire Neubert has stepped down as Chair and that she is taking nominations for a new chair. Cris Ausink added that the social event has been postponed until further notice.

Litter Awareness & Recycling: Debbie announced that the next Community Cleanup will be July 20, 9am, on Lee Street. The meeting site will be the corner of Lee & Celey Streets. Adopt-A-Spot statistics for June were in the agenda packet.

School Pride in Action: Debbie thanked Ryan and Sally Lewis for being a part of the Environmental Literacy Event which showcased environmental awareness and citizenship. Matthew was also an attendee and added that word needs to get out to Hampton teachers and administration about the importance of good environmental stewardship.

Will stated that it would be interesting to know the best practices developed that have not been passed on to the schools over the past forty years and make that information available at the 40th anniversary celebration.

Virginia Cooperative Extension: Gaylynn Johnson announced that she is working with Megan Tierney, the York County VCE Agent, and is wanting to work with more teachers, particularly in the Project Learning Tree initiative. Wendy added that providing service day packets to teacher might be a possibility. Gaylynn noted that Project Learning Tree has SOL highlighted areas also. The cost of the booklet is \$10, but well worth the price.

Hampton Master Gardeners: Gaylynn stated that more recruits are needed for the mid-August training class. Jamie Osso asked about the two types of classes being offered. Gaylynn explained that the Day Class takes place twice a week from 9am – noon at the Virginia Tech Hampton Roads Center in Newport News. The Hybrid class is on Wednesdays from 6:30-8pm at the Yorktown Library. More information may be found <https://www.hamptonmastergardeners.org/>.

Hampton Master Naturalists: No report.

Staff Reports: Cris informed members that the International Coastal Cleanup event is forthcoming and encouraged members to sign up as volunteers and site captains. Matthew offered that his students may be able to participate by cleaning Tidemill Creek behind his school. Cris to provide updated information as it becomes available.

Adjournment

Meeting adjourned at 4:54pm.

Announcements

- **Clean & Green Workplaces Meeting, July 17, 3:30pm, Goodwill Employment Center**
- **Hampton Waterways Restoration Project, July 18, 6:30pm, Fort Monroe**
- **\$0th Anniversary Celebration Meeting, July 19, 3:30pm, HCCC**
- **Community Cleanup, July 20, 9am, Lee Street**
- **Fundraising Meeting, July 24, 1pm, HCCC**
- **Litter & Recycling Awareness Meeting, August 2, 11:30am, HCCC**
- **Hampton Waterways Restoration Project, August 9, 6:30pm, Fort Monroe**
- **YARDS Judging, August 13, HCCC**
- **Full Commission Meeting, August 14, 3:30pm, HCCC Office**

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