

\*\*\*\*PUBLIC NOTICE\*\*\*\*



**KEEP CORINTH BEAUTIFUL**

**Tuesday, March 17, 2026 at 5:45 PM**

**3300 Corinth Parkway | Conference Room 102**

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**A. CALL TO ORDER**

**B. CITIZENS COMMENTS**

Please limit your comments to three minutes. Comments about any of the agenda items are appreciated by the Board and may be taken into consideration at this time or during that agenda item. The Board is prohibited from acting on or discussing items brought before them at this time.

**C. CONSENT AGENDA**

All matters listed under the Consent Agenda are considered to be routine and will be enacted in one motion. Should the Chair or a Board Member desire discussion of any item, that item will be removed from the Consent Agenda and will be considered separately.

1. Consider and act on the minutes from February 17, 2026.
2. Consider and act on the Keep Corinth Beautiful financials for February 2026.

**D. BUSINESS AGENDA**

3. Receive a report, hold a discussion about board roles and responsibilities
4. Receive a report, hold a discussion and give staff direction on a potential Yard-of-the-Month Program.
5. Receive a report, hold a discussion, and give input to staff regarding the status of the following Keep Corinth Beautiful initiatives: Adopt-A-Spot, Butterfly Garden, Bags to Benches, volunteer recruitment and upcoming events.

**E. REPORTS AND UPDATES**

The purpose of this section is to allow each Board Member the opportunity to provide general updates and/or comments to fellow Board Members, the public, and/or staff on any issues or future events.

**F. ADJOURN**

Posted on this 6 day of March 2026, at 10 A.M., on the bulletin board at Corinth City Hall.

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Caroline Seward  
Director of Parks & Recreation  
City of Corinth, Texas



**CITY OF CORINTH**  
**Staff Report**

<b>Meeting Date:</b>	3/17/2026	<b>Title:</b>	Minutes   February 17, 2026
<b>Strategic Goals:</b>	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		

**Item/Caption**

Consider and act on the minutes from February 17, 2026.

**Item Summary/Background/Prior Action**

Attached are the minutes from February 17, 2026, regular session. The minutes are in draft form are not considered official until formally approved.

**Staff Recommendation/Motion**

Approve as presented.

\*\*\*\*PUBLIC NOTICE\*\*\*\*



**KEEP CORINTH BEAUTIFUL**  
**Tuesday, February 17, 2026 at 5:45 PM**  
**3300 Corinth Parkway | Conference Room 102**

**A. CALL TO ORDER**

Chairman Schadegg called the meeting to order at 5:45 pm.

Staff Present

Caroline Seward - Director of Parks and Recreation

Cassady Head - Event and Marketing Coordinator

Melissa Dolan- Strategic Asset Manager

BOARD PRESENT Heath Schadegg, Ashlee Gonzales, George Codina, Linda Barker, Noel Peterson, Iliana Solis, Burleigh Wood, Erin Bennett

**B. CITIZENS COMMENTS**

Please limit your comments to three minutes. Comments about any of the agenda items are appreciated by the Board and may be taken into consideration at this time or during that agenda item. The Board is prohibited from acting on or discussing items brought before them at this time.

No citizen comments.

**C. CONSENT AGENDA**

All matters listed under the Consent Agenda are considered to be routine and will be enacted in one motion. Should the Chair or a Board Member desire discussion of any item, that item will be removed from the Consent Agenda and will be considered separately.

Board member Wood made a motion to approve as presented. Board member Bennett seconded the motion. Motion passed unanimously.

1. Consider and act on the minutes from January 20, 2026.
2. Consider and act on the Keep Corinth Beautiful financials for January 2026.

**D. BUSINESS AGENDA**

3. Receive a report and hold a discussion on the Corinth Community Park Master Plan.

The item was presented, and a discussion followed.

4. Receive a report, hold a discussion and give staff direction on the UNT Art Proposals for the benches at Agora.

Board members voted 5-3 in favor of painting the Faye Benches orange and black, unanimously to paint the Belle Bench orange and black, and 7-1 in favor of painting the Willow Bench orange and black.

- 5. Receive a report, hold a discussion, and give input to staff regarding the status of the following Keep Corinth Beautiful initiatives: Adopt-A-Spot, Butterfly Garden, Bags to Benches, volunteer recruitment and upcoming events.

The item was presented, and a discussion followed.

**E. REPORTS AND UPDATES**

The purpose of this section is to allow each Board Member the opportunity to provide general updates and/or comments to fellow Board Members, the public, and/or staff on any issues or future events.

None

**F. ADJOURN**

Chairman Schadegg adjourned the meeting at 7:07 pm

Posted on this 10 day of February 2026, at 10 A.M., on the bulletin board at Corinth City Hall.

Approved by Keep Corinth Beautiful Board on \_\_\_ day of \_\_\_\_\_



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Caroline Seward  
Director of Parks & Recreation  
City of Corinth, Texas



# CITY OF CORINTH Staff Report

<b>Meeting Date:</b>	3/17/2026	<b>Title:</b>	Financials   KCB February 2026
<b>Strategic Goals:</b>	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		

**Item/Caption**

Consider and act on the Keep Corinth Beautiful financials for February 2026.

**Item Summary/Background/Prior Action**

Each month the board reviews and acts on the board’s expenditures.

**Staff Recommendation/Motion**

Approve as presented.



Corinth

# Budget Report Account Summary

For Fiscal: 2025-2026 Period Ending: 02/28/2026

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 401 - KEEP CORINTH BEAUTIFUL</b>							
<b>Revenue</b>							
<a href="#">401-0000-41200</a>	DONATIONS	5,000.00	5,000.00	2,250.00	7,250.00	2,250.00	145.00 %
<a href="#">401-0000-41410</a>	INTEREST INCOME	1,600.00	1,600.00	0.00	347.09	-1,252.91	78.31 %
	<b>Revenue Total:</b>	<b>6,600.00</b>	<b>6,600.00</b>	<b>2,250.00</b>	<b>7,597.09</b>	<b>997.09</b>	<b>15.11%</b>
<b>Expense</b>							
<a href="#">401-1004-52000</a>	ADVERTISING	1,000.00	1,000.00	0.00	173.48	826.52	82.65 %
<a href="#">401-1004-52040</a>	MAINTENANCE	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
<a href="#">401-1004-52105</a>	SPECIAL EVENTS	2,500.00	2,500.00	29.70	1,700.84	799.16	31.97 %
<a href="#">401-1004-52500</a>	DUES & SUBSCRIPTIONS	1,250.00	1,250.00	200.00	200.00	1,050.00	84.00 %
<a href="#">401-1004-53000</a>	GENERAL SUPPLIES	2,300.00	2,300.00	185.00	423.86	1,876.14	81.57 %
<a href="#">401-1004-56000</a>	TRAINING	970.00	970.00	314.16	314.16	655.84	67.61 %
<a href="#">401-1004-56100</a>	TRAVEL/MEALS/LODGING	1,935.00	1,935.00	0.00	124.57	1,810.43	93.56 %
	<b>Expense Total:</b>	<b>21,955.00</b>	<b>21,955.00</b>	<b>728.86</b>	<b>2,936.91</b>	<b>19,018.09</b>	<b>86.62%</b>
<b>Fund: 401 - KEEP CORINTH BEAUTIFUL Surplus (Deficit):</b>		<b>-15,355.00</b>	<b>-15,355.00</b>	<b>1,521.14</b>	<b>4,660.18</b>	<b>20,015.18</b>	<b>130.35%</b>
<b>Report Surplus (Deficit):</b>		<b>-15,355.00</b>	<b>-15,355.00</b>	<b>1,521.14</b>	<b>4,660.18</b>	<b>20,015.18</b>	<b>130.35%</b>



# CITY OF CORINTH Staff Report

<b>Meeting Date:</b>	3/17/2026	<b>Title:</b> KCB   Roles and Responsibilities
<b>Strategic Goals:</b>	<input checked="" type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input checked="" type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development	

**Item/Caption**

Receive a report, hold a discussion about board roles and responsibilities

**Item Summary/Background/Prior Action**

Refresher on board roles and responsibilities for the current needs of the organization.

**Staff Recommendation/Motion**

Staff recommends discussing roles and responsibilities for the needs of the organization.



*Dedicated to enhancing the beauty and sustainability of our community*

## **Board Roles & Responsibilities**

### **All Board Members**

- Responds and logs hours for opportunities and individual time.
- Actively promote community beautification efforts, litter prevention, recycling, waste reduction, and environmental stewardship
- Advising on the planning, development, and maintenance of parks, trails, playgrounds, and recreational facilities
- Recommending policies related to beautification, environmental education, and parks and recreation for approval by the City Council.
- Recommending standards for the development, design, and financial support of parks, playgrounds, trails, and recreational programs.
- Conducting annual reviews and surveys of community recreation services and beautification programs to assess public needs and recommend improvements to the City Council and the Director of Parks and Recreation
- Coordinating with other governmental agencies, civic organizations, and community groups to promote collaborative projects such as trail connections, cleanups, and park enhancements.
- Monitoring City performance under the *Keep Texas Beautiful, Inc.* affiliate system guidelines and providing annual reports to the City Council.
- Participate in the four Keep Corinth Beautiful annual events
- Participate in the initiative programs, and assist the initiative lead and staff
  - Participate in at least two Agora Special Event outreach booths
- Follow Keep Corinth Beautiful on social media and share posts and events with groups.
  - Lead social discussions on the mission and actions of the Keep Corinth Beautiful board.
- Maintain membership in Keep Texas Beautiful as an affiliate or higher designation

### Chairperson (Heath)

- Presides over the monthly Keep Corinth Beautiful board meetings
  - Run standard agenda items
    - Call to order
    - Prior Meeting Minutes Approval
    - Financials - Review + Approval
    - Open discussion after staff updates
    - Lead voting on selected items
    - Open discussion of initiative and event updates
    - Adjourn
  - Exercises leadership and makes suggestions to ensure that the group reaches a conclusion on the matter before them *(from city pages)*
  - Summarizes major points of an issue as discussed after any debate/discussion *(from city pages)*
  - Ensures that all parties act in accordance with the established rules and Texas Open Meetings Act *(from city pages)*
  - Ensures that the meeting moves along and stays on track *(from city pages)*
- Represents and is spokesperson for Keep Corinth Beautiful at official events

### Vice-Chairperson (Ashlee)

- Presides over the monthly Keep Corinth Beautiful board meetings (if the Chairperson is absent)
- Represents and is spokesperson for Keep Corinth Beautiful at official events (if the Chairperson is absent)
- Works with the staff liaison to recap the monthly board meeting and assign tasks to board members
- Assists staff with the Annual Report for the Public
  - Review with staff and Chairperson, then board for approval

### Adopt-A-Spot (vacant)

- Assist staff in verifying signs in determined locations
- Assist in contacting current adoptees and verifying contact information and active status
- Assist in recruiting new adoptees

### Bags to Benches Program (Noel)

- Pick up from drop-off locations
  - City Hall
  - First Baptist Church
  - Lake Cities Community Church
  - Parks & Recreation building
  - Agora/Special Events

- Take pictures of the drop-off at Albertson's
- Send pictures, weight, and date of drop off to the staff liaison

### Sponsorships (Noel)

- Reach out to businesses to assist Keep Corinth Beautiful
  - Have the current Keep Corinth Beautiful Sponsorship packet
    - Ways to help: Volunteer, Adopt-A-Spot, In-Kind donations, Financial
  - Record the date of the meeting and contact information
- Set up meetings with the Corinth Parks & Recreation staff to attend sponsorship pitches, if needed
- Research new avenues for sponsorships

### Butterfly Garden + Supplies (Linda)

- Visit the garden regularly to determine needs
- Make recommendations each month for maintenance needed
- Discuss next steps for permanent items
- Explore possible additional community workdays, volunteer opportunities, and educational opportunities.
- Research potential grants to fund plantings and supplies
- Verifies inventory at the shed and trailer
- Discuss needs and low inventory items *(to board and staff liaison)*
- Discuss clean-ups needed *(to board and staff liaison)*

### Outreach (Linda + Ashlee)

- Assist the staff liaison in finding outreach opportunities
- Assist in developing a schedule of one outreach opportunity a month
- Work with the board to schedule board attendees for the monthly outreach, including supply pickup, setup, breakdown, and supply drop-off.
  - Preferred two members at all times in opportunities
- Assist staff in creating booth updates and activities

### Education (Linda + Ashlee)

- Assist the staff liaison in developing an educational schedule of at least one program a month
  - Topic
  - Speaker
  - Location
  - Date + time
- Assist the staff liaison in any preparation for the monthly workshop
- Work with the board to schedule board attendees for the workshop, including supply pickup, setup, breakdown, and supply drop-off.

## Volunteer Recruitment (vacant)

Section D, Item 3.

- Assist the staff liaison with implementing a volunteer recruitment strategy.
- Assist the staff liaison with finding and attracting new volunteers
- Assist the staff liaison with volunteer vetting, training, and orientations.



# CITY OF CORINTH Staff Report

<b>Meeting Date:</b>	3/17/2026	<b>Title:</b>	Program   Yard-of-the-Month
<b>Strategic Goals:</b>	<input checked="" type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input checked="" type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		

**Item/Caption**

Receive a report, hold a discussion and give staff direction on a potential Yard-of-the-Month Program.

**Item Summary/Background/Prior Action**

Recent feedback has suggested a Yard-of-the-Month Program to increase residential engagement and beautification across the city. Staff has researched several models, including an online model utilized by the City of Lewisville. An online model is feasible for staff and the board to collaborate and make progress on our goals of engagement and beautification.

**Staff Recommendation/Motion**

Staff recommends discussing the potential of this program and making a decision for a Fall 2026 launch.



# CITY OF CORINTH Staff Report

<b>Meeting Date:</b>	3/17/2026	<b>Title:</b>	Current Initiatives   March 2026
<b>Strategic Goals:</b>	<input checked="" type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input checked="" type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input type="checkbox"/> Attracting Quality Development		

**Item/Caption**

Receive a report, hold a discussion, and give input to staff regarding the status of the following Keep Corinth Beautiful initiatives: Adopt-A-Spot, Butterfly Garden, Bags to Benches, volunteer recruitment and upcoming events.

**Item Summary/Background/Prior Action**

Staff members will provide an update on the Adopt-A-Spot Program, butterfly garden, Bags to Benches, volunteer recruitment and upcoming events.

**Adopt-A-Spot**

- Clean Ups Update
- Park flower bed ready for adoption

**Butterfly Garden**

- Next workday scheduled for April 4, 2026, from 8-10 a.m.
- Butterfly Garden Presentation

**Bags to Benches**

- 452 lbs. as of March 3, 2026

**Volunteer Recruitment**

**Upcoming Events**

- Touch-A-Truck- April 11, 2026, 10:30am -1:30pm
- Greatest American Clean Up- April 25, 2026, 8am-1pm
- Monarch March- October 10, 2026, 10am-2pm
- Howl-O-Ween- October 24, 2026- 5-9pm
- Texas Arbor Day- November 6, 2026, 10am
- Trash Off- November 14, 2026, 9am-12pm
- Christmas at the Commons- December 19, 2026, 3-8pm