

****PUBLIC NOTICE****



KEEP CORINTH BEAUTIFUL REGULAR SESSION

Tuesday, August 19, 2025 at 5:45 PM

3300 Corinth Parkway | Conference Room 102

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 June 17, 2025.
2. Consider and act on the Keep Corinth Beautiful financials for June & July 2025.

D. BUSINESS AGENDA

3. Receive a report and hold a discussion on Community Waste Disposal (CWD).
4. Receive a report and hold a discussion on screech owl boxes.
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.
6. Receive a report and hold a discussion on volunteer management software.

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 14 day of August 2025, at 10 A.M., on the bulletin board at Corinth City Hall.

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



CITY OF CORINTH
Staff Report

Meeting Date:	8/19/2025	Title:	Minutes June 17, 2025
Strategic Goals:	<div><input type="checkbox"/> Resident Engagement</div> <div><input checked="" type="checkbox"/> Proactive Government</div> <div><input type="checkbox"/> Organizational Development</div> <div><input type="checkbox"/> Health & Safety</div> <div><input type="checkbox"/> Regional Cooperation</div> <div><input type="checkbox"/> Attracting Quality Development</div>		

Item/Caption

Consider and act on the minutes from June 17, 2025.

Item Summary/Background/Prior Action

Attached are the minutes from June 17, 2025, 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 REGULAR SESSION

Tuesday, June 17, 2025 at 5:45 PM

3300 Corinth Parkway | Conference Room 102

A. CALL TO ORDER

Chairman Schadegg called the meeting to order at 5:49 p.m.

Staff Present:

Melissa Dolan - Parks and Recreation, Strategic Asset Manager

Haley Koehler - Purchasing Manager

Cassady Head - Event and Marketing Coordinator

Board Present -

Heath Schadegg

Linda Barker

Burleigh Wood

Cora Terrell

Carolyn Hayward

Noel Peterson

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 citizens 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.

1. Consider and act on the minutes from May 20, 2025.
2. Consider and act on the Keep Corinth Beautiful financials for April and May 2025.

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

D. BUSINESS AGENDA

3. 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, and upcoming events.

The item was presented, and a discussion followed.

There were 3 clean-up's held in May. The Butterfly Garden workday is scheduled for July 5th with the

goal of pulling more sunflowers. Board member Hayward is requesting monarch way station designation for the Corinth Nature Preserve.

4. Receive a report and hold a discussion on the landscaping plan for City Hall.

This item has been tabled until the July 15, 2025 meeting.

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.

REPORTS AND UPDATES

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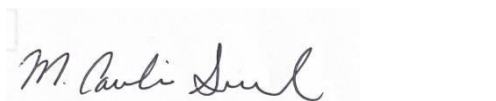
Recruitment software update and volunteer engagement.

F. ADJOURN

Chairman Schadeegg adjourned the meeting at 6:28 p.m.

Posted on this 12 day of June 2025, at 2 P.M., on the bulletin board at Corinth City Hall.

Approved by Keep Corinth Beautiful Board on__ day of _____



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



CITY OF CORINTH
Staff Report

Meeting Date:	8/19/2025	Title:	Financials KCB June & July 2025
Strategic Goals:	<div><input type="checkbox"/> Resident Engagement</div> <div><input checked="" type="checkbox"/> Proactive Government</div> <div><input type="checkbox"/> Organizational Development</div> <div><input type="checkbox"/> Health & Safety</div> <div><input type="checkbox"/> Regional Cooperation</div> <div><input type="checkbox"/> Attracting Quality Development</div>		

Item/Caption

Consider and act on the Keep Corinth Beautiful financials for June & July 2025.

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: 2024-2025 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 401 - KEEP CORINTH BEAUTIFUL								
Expense								
401-1004-52000	ADVERTISING	1,000.00	1,000.00	0.00	275.71	0.00	724.29	72.43 %
401-1004-52105	SPECIAL EVENTS	2,500.00	2,500.00	0.00	1,410.15	0.00	1,089.85	43.59 %
401-1004-52500	DUES & SUBSCRIPTIONS	1,250.00	1,250.00	0.00	200.00	0.00	1,050.00	84.00 %
401-1004-53000	GENERAL SUPPLIES	2,300.00	2,300.00	59.00	922.04	0.00	1,377.96	59.91 %
401-1004-56000	TRAINING	970.00	970.00	0.00	407.74	0.00	562.26	57.96 %
401-1004-56100	TRAVEL/MEALS/LODGING	1,935.00	1,935.00	512.45	641.06	0.00	1,293.94	66.87 %
Expense Total:		9,955.00	9,955.00	571.45	3,856.70	0.00	6,098.30	61.26%
Fund: 401 - KEEP CORINTH BEAUTIFUL Total:		9,955.00	9,955.00	571.45	3,856.70	0.00	6,098.30	61.26%
Report Total:		9,955.00	9,955.00	571.45	3,856.70	0.00	6,098.30	61.26%



Corinth

Budget Report Account Summary

For Fiscal: 2024-2025 Period Ending: 07/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 401 - KEEP CORINTH BEAUTIFUL								
Revenue								
401-0000-41200	DONATIONS	5,000.00	5,000.00	0.00	6,720.00	0.00	1,720.00	134.40 %
401-0000-41300	GRANT REVENUE	0.00	0.00	0.00	747.00	0.00	747.00	0.00 %
401-0000-41410	INTEREST INCOME	1,600.00	1,600.00	0.00	1,021.44	0.00	-578.56	63.84 %
Revenue Total:		6,600.00	6,600.00	0.00	8,488.44	0.00	1,888.44	128.61%
Expense								
401-1004-52000	ADVERTISING	1,000.00	1,000.00	0.00	275.71	0.00	724.29	27.57 %
Budget Detail								
Description		Units	Price	Amount				
EVENT MARKETING		1.00	1,000.00	1,000.00				
401-1004-52105	SPECIAL EVENTS	2,500.00	2,500.00	0.00	1,410.15	0.00	1,089.85	56.41 %
Budget Detail								
Description		Units	Price	Amount				
EVENT EXPANSION IDEAS		1.00	2,500.00	2,500.00				
401-1004-52500	DUES & SUBSCRIPTIONS	1,250.00	1,250.00	0.00	200.00	0.00	1,050.00	16.00 %
Budget Detail								
Description		Units	Price	Amount				
ARBOR DAY FOUNDATION		1.00	75.00	75.00				
DUES & SUBSCRIPTIONS		1.00	500.00	500.00				
KEEP TEXAS BEAUTIFUL		1.00	175.00	175.00				
MONARCH BUTTERFLY		1.00	500.00	500.00				
401-1004-53000	GENERAL SUPPLIES	2,300.00	2,300.00	0.00	922.04	0.00	1,377.96	40.09 %
Budget Detail								
Description		Units	Price	Amount				
BUTTERFLY GARDEN SEEDS/PLANTS		1.00	300.00	300.00				
EVENT SUPPLIES (GLOVES TRASH BAGS ETC)		1.00	2,000.00	2,000.00				
401-1004-56000	TRAINING	970.00	970.00	0.00	407.74	0.00	562.26	42.04 %
Budget Detail								
Description		Units	Price	Amount				
KCB CONFERENCE 2 X \$485		1.00	970.00	970.00				
401-1004-56100	TRAVEL/MEALS/LODGING	1,935.00	1,935.00	0.00	641.06	0.00	1,293.94	33.13 %

Budget Report

For Fiscal: 2024-2025 Period En

Section C, Item 2.

			Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Budget Detail									
Description		Units	Price	Amount					
KCB ANNUAL CONFERENCE X2		1.00	1,540.00	1,540.00					
MEALS/SNACKS FOR VOLUNTEERS		1.00	395.00	395.00					
Expense Total:			9,955.00	9,955.00	0.00	3,856.70	0.00	6,098.30	38.74%
Fund: 401 - KEEP CORINTH BEAUTIFUL Surplus (Deficit):			-3,355.00	-3,355.00	0.00	4,631.74	0.00	7,986.74	-138.05%
Report Surplus (Deficit):			-3,355.00	-3,355.00	0.00	4,631.74	0.00	7,986.74	-138.05%



CITY OF CORINTH

Staff Report

Meeting Date:	8/19/2025	Title:	Community Waste Disposal
Strategic Goals:	<input 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 and hold a discussion on Community Waste Disposal (CWD).

Item Summary/Background/Prior Action

A representative from CWD will share with the board an overview of the company's operations and services within the Corinth community.



CITY OF CORINTH

Staff Report

Meeting Date:	8/19/2025	Title:	Screech Owl Boxes
Strategic Goals:	<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 and hold a discussion on screech owl boxes.

Item Summary/Background/Prior Action

Screech owl boxes are man-made nesting boxes designed to provide shelter and breeding space for Screech Owls, small native owls commonly found throughout much of North America. Installing a screech owl box can help local wildlife and bring natural pest control to your area.

Screech Owl boxes are wooden birdhouses built to mimic natural tree cavities, which screech owls use for nesting and roosting. Due to habitat loss and the removal of dead trees, suitable cavities have become less common, making nest boxes a valuable alternative.

The benefits include

1. Conservation support- with the loss of habitat installing boxes provide safe nesting sites.
2. Pest Control- Screech Owls eat rodents, insects and small reptiles.

Boxes are made from untreated wood, usually cedar or pine, 10-12 inches tall with a 3-inch hole. Boxes should be mounted 10-30 feet off the ground on a tree trunk, pole or building facing east or southeast away from the afternoon sun in a quiet area.



CITY OF CORINTH

Staff Report

Meeting Date:	8/19/2025	Title:	Current Initiatives August 2025
Strategic Goals:	<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 September 6 from 8-10 a.m.
- Day of Service- September 13, 60 volunteers 8-10am

Bags to Benches

- 420 lbs. collected

Volunteer Recruitment

- Ideas

Upcoming Events

- Monthly clean-up first Saturday of the month
- Howl-o-ween- October 25, 2025, 4-9 p.m.
- Arbor Day- November 7, 2025
- Fall Sweep- November 15, 2025, 9 a.m.-noon
- Christmas at the Commons- December 20, 2025, 4-8 p.m.
- Greatest American Clean Up- April 25, 2026, time TBD
- Monarch March- October 10 or 17, 2026, time TBD



CITY OF CORINTH

Staff Report

Meeting Date:	8/19/2025	Title:	Volunteer Management
Strategic Goals:	<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 and hold a discussion on volunteer management software.

Item Summary/Background/Prior Action

Staff members will provide an update on the new volunteer management software, <https://cityofcorinth.galaxydigital.com/>. Staff will discuss how to log in, how to sign up for volunteer opportunities and how to track hours.