

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



**PARKS AND RECREATION BOARD SPECIAL SESSION**  
**Tuesday, May 20, 2025 at 6:00 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 minutes from the March 18, 2025, meeting.

2. Consider and act on minutes from the April 08, 2025, meeting.

**D. BUSINESS AGENDA**

3. Hold a discussion on the tree planting locations.

4. Receive a report and hold a discussion on Special Events.

5. Hold a discussion on the playground design for Eagle Pass Park.

**E. BOARD COMMENTS & FUTURE ITEMS**

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 16th day of May 2025, at 11:00 A.M., on the bulletin board at Corinth City Hall.

A handwritten signature in black ink, appearing to read "M. Caroli Seward", is written over a horizontal line.

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



CITY OF CORINTH  
Staff Report

Meeting Date:	5/20/2025	Title:	Minutes   March 18, 2025
Ends:	<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		
Governance Focus:	Focus: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder		
	Decision: <input checked="" type="checkbox"/> Governance Policy <input type="checkbox"/> Ministerial Function		

Item/Caption

Consider and act on minutes from the March 18, 2025, meeting.

Item Summary/Background/Prior Action

Attached are the minutes from the March 18, 2025, special session. The minutes are in draft form and are not considered official until formally approved.

Financial Impact

NA

Applicable Owner/Stakeholder Policy

NA

Staff Recommendation/Motion

Approve as presented.



## **PARKS AND RECREATION SPECIAL SESSION**

**Tuesday, March 18, 2025 at 6:10 PM**

**Public Works | 1200 N. Corinth Street**

### **A. CALL TO ORDER**

Chairman Wood called the meeting to order at 6:40 p.m.

### **B. CITIZENS COMMENTS**

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

No citizen comments were made.

### **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, a Board Member, or any citizen desire discussion of any item, that item will be removed from the Consent Agenda and will be considered separately.

1. Consider and act on minutes from the November 19, 2024, meeting.

Board Member Hayward made a motion to approve the meeting minutes as presented. Board Member Vertin seconded the motion.

### **D. BUSINESS AGENDA**

2. Hold a discussion on the current right-of-way Landscape Ordinance

The item was presented, and a discussion followed.

Public Works Director provided an update that the ordinance will be updated. The Parks and Recreation Director, Caroline Seward will working with the Planning Director to update this ordinance.

3. Bike Plan

This item was presented, and a discussion followed.

Public Works Director, Glenn Barker gave a presentation and update on the Bike Plan.

### **E. BOARD COMMENTS & FUTURE ITEMS**


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. Also, in accordance with Section 30.085 of the Code of Ordinances, at this time, any Board member may direct that an item be added as a business item to any future agenda.

No updates were made.

### **F. ADJOURN**

Chairman Wood adjourned the meeting at 7:15 p.m.

Posted on this 14th day of March 2025, at 11:30 A.M., on the bulletin board at Corinth City Hall.

A handwritten signature in cursive script, appearing to read "M. Caroli Seward", written in black ink on a light-colored background.

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



CITY OF CORINTH

Staff Report

Meeting Date:	5/20/2025	Title:	Minutes   April 08, 2025	
Ends:	<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			
Governance Focus:	Focus: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Customer <input type="checkbox"/> Stakeholder			
	Decision: <input checked="" type="checkbox"/> Governance Policy <input type="checkbox"/> Ministerial Function			

**Item/Caption**

Consider and act on minutes from the April 08, 2025, meeting.

**Item Summary/Background/Prior Action**

Attached are the minutes from the April 08, 2025, special session. The minutes are in draft form and are not considered official until formally approved.

**Financial Impact**

NA

**Applicable Owner/Stakeholder Policy**

NA

**Staff Recommendation/Motion**

Approve as presented.



**PARKS AND RECREATION SPECIAL SESSION**  
**Tuesday, April 08, 2025 at 5:45 PM**  
**City Hall Development Review Room | 3300 Corinth Parkway**

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**A. CALL TO ORDER**

Chair Wood called the meeting to order at 5:47 p.m.

**B. CITIZENS COMMENTS**

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

No citizen comments were made.

**C. BUSINESS AGENDA**

1. Consider and act on the Active Transportation Plan.

Board Member Schadegg made a motion to approve the Active Transportation Plan. Board Member Peterson seconded the motion. The motion passed 5-0

**D. BOARD COMMENTS & FUTURE ITEMS**

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. Also, in accordance with Section 30.085 of the Code of Ordinances, at this time, any Board member may direct that an item be added as a business item to any future agenda.

Board Member Schadegg requested a presentation on development in the City.

**E. ADJOURN**

Chair Wood adjourned the meeting at 6:39 p.m.

Posted on this 4th day of April 2025, at 11 A.M., on the bulletin board at Corinth City Hall.

A handwritten signature in black ink, appearing to read "M. Caroli Seward", is written over a horizontal line.

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



CITY OF CORINTH  
Staff Report

Meeting Date:	5/20/2025	Title:	Update   Tree Planting Locations
Strategic Goals:	<div><input type="checkbox"/> Resident Engagement   <input type="checkbox"/> Proactive Government   <input type="checkbox"/> Organizational Development</div> <div><input checked="" type="checkbox"/> Health &amp; Safety   <input type="checkbox"/> Regional Cooperation   <input type="checkbox"/> Attracting Quality Development</div>		

**Item/Caption**

Hold a discussion on the tree planting locations.

**Item Summary/Background/Prior Action**

The purpose of this agenda item is for the Parks and Recreation Department staff to provide an update for the Parks and Recreation Board with an update on tree planting efforts throughout the city.



CITY OF CORINTH  
Staff Report

Meeting Date:	5/20/2025	Title:	Special Event Update
Strategic Goals:	<div><input type="checkbox"/> Resident Engagement   <input type="checkbox"/> Proactive Government   <input type="checkbox"/> Organizational Development</div> <div><input checked="" type="checkbox"/> Health &amp; Safety   <input type="checkbox"/> Regional Cooperation   <input type="checkbox"/> Attracting Quality Development</div>		

**Item/Caption**

Receive a report and hold a discussion on Special Events.

**Item Summary/Background/Prior Action**

The purpose of this agenda item is for the Parks and Recreation Department staff to provide an update on special events. Special Events transitioned to the Parks and Recreation Department on April 28, 2025.

Updates will be given on:

- Special Event staff introductions
- Review of FY 24-25 events
- Schedule of events for FY 25-26





CITY OF CORINTH  
Staff Report

Meeting Date:	5/20/2025	Title:	Eagle Pass Park Playground
Strategic Goals:	<div><input type="checkbox"/> Resident Engagement   <input type="checkbox"/> Proactive Government   <input type="checkbox"/> Organizational Development</div> <div><input checked="" type="checkbox"/> Health &amp; Safety   <input type="checkbox"/> Regional Cooperation   <input type="checkbox"/> Attracting Quality Development</div>		

**Item/Caption**

Hold a discussion on the playground design for Eagle Pass Park.

**Item Summary/Background/Prior Action**

The playground at Eagle Pass Park is scheduled for replacement in Spring 2026. The park currently features two play areas: one designed for children ages 5–12 and another for children ages 3–5. Staff are seeking board input to help guide the design of the new playground to ensure it meets the needs of local families and enhances the park experience for all users.