

Cassidy Kerwin, Member
Eric Heimbrecht, Member
Marsha (Bunny) Moore, Member
Debi Brundage, Member



Cassi Webb, President

Todd Nicholson, Member
Susanna Lione, Member
Bunny Arnold, Member

**KEEP ROANOKE BEAUTIFUL AGENDA
MAY 6, 2026
6:00 PM**

**ROANOKE CITY HALL
1ST FLOOR CONFERENCE ROOM #102
500 S. OAK STREET
ROANOKE, TEXAS 76262**

A. CALL TO ORDER

B. PUBLIC INPUT

This item is available for citizens to address the Keep Roanoke Beautiful board on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda.

C. APPROVAL OF THE MINUTES

1. Consider approval of the minutes from the regular Keep Roanoke Beautiful meeting held on April 1, 2026.

D. NEW BUSINESS

1. Discuss KRB shirt color selection and the reason.
2. Discuss understanding/expectation of KRB and its mission/initiative.
3. Discussion and action regarding the KRB mission statement and possible changes
4. Discussion and action regarding changes to the KRB section of the City website.
5. Discuss how the Byron Nelson cleanup and Crud Cruiser events went.
6. Discussion and action regarding a date and location for the next KRB cleanup event.



AGENDA FOR THE
KEEP ROANOKE BEAUTIFUL MEETING

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E. ADJOURNMENT

CERTIFICATION

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Wednesday, April 29, 2026, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

Lindsay Rawlinson, City Secretary

*Any person planning to attend this meeting that may require auxiliary aids or services should request accommodations two (2) days prior to the meeting by calling (817) 491-8152. **BRILLE IS NOT AVAILABLE.**

📶 A public wireless network is now available in the Council Chambers for use during meetings. It is available from 7am to 11pm Monday thru Friday. The name of the network is: COR-Guests

Cassidy Kerwin, Member
Eric Heimbrecht, Member
Marsha (Bunny) Moore, Member
Debi Brundage, Member



Todd Nicholson, Member
Susanna Lione, Member
Bunny Arnold, Member

**KEEP ROANOKE BEAUTIFUL
MINUTES
APRIL 1, 2026
6:00 P.M.**

**ROANOKE CITY HALL
1ST FLOOR CONFERENCE ROOM #102
500 S. OAK STREET**

PRESENT: President Cassi Moore; Board Members: Bunny Arnold, Debi Brundage, Todd Nicholson, and Marsha (Bunny) Moore.

DEPT. STAFF: Parks and Recreation Director Ray McDonald, Administrative Assistant Lee Ann Jones; City Secretary Lindsay Rawlinson.

ABSENT: Board members Eric Heimbrecht, Cassidy Kerwin, and Susanna Lione

A. CALL TO ORDER

The Keep Roanoke Beautiful board meeting called to order at 6:02 p.m.

B. PUBLIC INPUT

Jonathan Ackmann – provided Ward 2 feedback on:

- 1) residents wanting to know what's going on with the area around Litsey Road
- 2) residents reporting overgrown bushes at the entrance of Meadows of Roanoke near Hawaiian Falls causing visibility issues for residents.

C. APPROVAL OF THE MINUTES

Motion made by Bunny Arnold second by Debi Brundage to approve the minutes from the regular Keep Roanoke Beautiful Board meeting held on February 4, 2026.

Motion carried unanimously.

D. NEW BUSINESS

1. Introduce new board members, Todd Nicholson, Bunny Arnold, and Debi Brundage

The new board members introduced themselves and provided a brief background and interest in the board.



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KEEP ROANOKE BEAUTIFUL MEETING**

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2. Consideration and action on nominating and electing a Vice President.

Motion made by Marsha (Bunny) Moore second by Todd Nicholson to nominate Marsha (Bunny) Moore as Vice President.

Motion carried unanimously.

3. Consideration and action on nominating and electing a Secretary.

Discussion ensued regarding the secretary position. The board agreed to revisit the issue at a future meeting and President Cassi Webb would continue to serve as Secretary until that time.

4. Discussion and action regarding changes to the bylaws.

This item was tabled until the June meeting to allow new members time to review the existing bylaws.

5. Discussion regarding Public Input rules

City Secretary Lindsay Rawlinson provided information regarding public input rules for meetings: anything the public brings to a meeting can be mentioned as a topic for future discussion but cannot be discussed unless it is on the agenda per the Texas Open Meetings Act. Additionally, she explained time limits for public input and how to interact with the public during meetings.

6. Discussion regarding the mission statement/vision.

- Discussed changing parts of the mission statement/vision to reflect current KRB goals/objectives as we have essentially restarted the board from the beginning again.
- Discussed that our KRB handouts for events will keep the current statement/vision due to how many we ordered years ago, but we can change the wording and have it reflected on the website for now.
- Discussed having board members look at mission statements/vision from neighboring cities to get ideas for input on ours.
- Discussed revisiting this topic at our May meeting.

7. Discussion regarding the KRB page on the City of Roanoke website.

- Discussed the changes City Secretary Lindsay Rawlinson has made to reflect current KRB board members, and removal of expired links and old events.
- Discussed having an updated mission statement/vision on the KRB page.
- Discussed having a social media presence that ties back into the KRB page.
- Discussed reviewing other city Keep Beautiful web pages to get ideas for how to set up our KRB page.

8. Discussion and action regarding an April Cleanup event

- Discussed April 18, 2026 for Cleanup event date.



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- Discussed location as Byron Nelson, beginning at Hawaiian Falls and working down to the Sunoco gas station, back up to Hawaiian Falls. This is the same route we cleaned last year and was discussed as being the area with the greatest need currently.
- Discussed 9AM start time
- Discussed gathering tools necessary, no city staff will be present – only volunteers/KRB board members.

9. Discussion and action regarding the May 2 Crud Cruiser event

- Discussed having a presence at this event to aid Public Works staff
- Discussed event held by Public Works and materials disposed of by 3rd party
- Discussed our role in the event as helping residents unload items from their vehicles and transporting them to the appropriate station at the event for disposal.

Motion made by Marsha (Bunny) Moore second by Debi Brundage to attend the Crud Cruiser and distribute sign-up sheet.

Motion carried unanimously.

10. Discussion and action regarding KRB t-shirts

- Discussed doing golf shirts/polo shirts instead of t-shirts for a more professional look at events.
- Discussed when we would wear the shirts: at CoR events where we have a booth set up, NOT at cleanup events.
- Discussed colors for shirts and not selecting colors that are used by other CoR boards
- Discussed purple vs hunter green for shirts, but KRB logo has green and not sure it would translate well to a green shirt

Motion made by Bunny Arnold second by Todd Nicholson for Hunter green/purple golf/polo shirts.

Motion carried unanimously.

11. Discussion regarding a volunteer program and recruitment.

- Discussed this being an item we aren't ready for yet; need to get more KRB board member events completed before we recruit volunteers.
- Discussed the volunteer sign-up sheet we have from previous CoR events where we had a KRB booth
- Discussed the EventBrite site where people had signed up to volunteer
- Discussed bringing this item to a later KRB board meeting

12. Discuss KRB's status with Keep Texas Beautiful

- Discussed Mike Davenport having this information, but absent from this meeting
- Discussed we lost our "provisional" status with KTB due to a lack of events
- Discussed that we need to complete a certain number of events and types of events, then reapply with KTB



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KEEP ROANOKE BEAUTIFUL MEETING**

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13. Discussion with Jose Barraza from Code Enforcement

- Jose not present at this meeting due to this being an older agenda item when our meeting was cancelled due to a lack of quorum
- Discussed inviting Jose to a future meeting to talk about projects KRB could do to help residents in need.
- Discussed having Sandy Pettigrew join Jose Barraza at a future meeting to make a list of areas/people to help

E. ADJOURNMENT

Motion made by Bunny Arnold second by Debi Brundage to adjourn the meeting at 7:23 PM.

Motion carried unanimously.

Cassi Webb, President



Keep Roanoke Beautiful Board **AGENDA ITEM**

TO:

SUBJECT:

MEETING DATE: May 6, 2026

DEPARTMENT: Parks

ITEM SUMMARY:

Discuss KRB shirt color selection and the reason.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



Keep Roanoke Beautiful Board **AGENDA ITEM**

TO: KRB Board

SUBJECT: Discuss understanding/expectation of KRB and its mission/initiative.

MEETING DATE: May 6, 2026

DEPARTMENT: Parks

ITEM SUMMARY:

Discuss understanding/expectation of KRB and its mission/initiative.

INFORMATION:

Each person will be given 2 minutes to express what they understand the board to be.

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



Keep Roanoke Beautiful Board **AGENDA ITEM**

TO:

SUBJECT:

MEETING DATE: May 6, 2026

DEPARTMENT: Parks

ITEM SUMMARY:

Discussion and action regarding the KRB mission statement and possible changes

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



Keep Roanoke Beautiful Board **AGENDA ITEM**

TO:

SUBJECT:

MEETING DATE: May 6, 2026

DEPARTMENT: Parks

ITEM SUMMARY:

Discussion and action regarding changes to the KRB section of the City website.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



Keep Roanoke Beautiful Board **AGENDA ITEM**

TO:

SUBJECT:

MEETING DATE: May 6, 2026

DEPARTMENT: Parks

ITEM SUMMARY:

Discuss how the Byron Nelson cleanup and Crud Cruiser events went.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None



Keep Roanoke Beautiful Board **AGENDA ITEM**

TO:

SUBJECT:

MEETING DATE: May 6, 2026

DEPARTMENT: Parks

ITEM SUMMARY:

Discussion and action regarding a date and location for the next KRB cleanup event.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

None