

Brian Darby, Member
Melissa Diorio, Member
Stephanie Novak, Vice Chairperson



Tracie Merchant-Leatherwood, Chairperson

Alicia Young, Member
Sharon McTernan, Member
Elizabeth Ellenbecker, Member

**ROANOKE ART & HISTORY
TRAIL COMMITTEE AGENDA
JULY 19, 2023
6:30 PM**

**ROANOKE CITY HALL
FIRST 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 Art and History Trail Committee 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. In order to provide the highest quality audio, all speakers need to speak at the podium.

C. PRESENTATION

1. Presentation of Revised Oak Street Historic Map Design by Matt Kaser.

D. APPROVAL OF THE MINUTES

1. Consideration and action on approval of the minutes from the regular Art and History Trail Committee meeting held on June 21, 2023.

E. NEW BUSINESS

1. Consideration and action to approve Kaser Design's Oak Street Historical Walking Trail Kiosk plans for presentation to City Council's August 8, 2023 meeting.

F. ADJOURNMENT

CERTIFICATION



**AGENDA FOR THE ROANOKE
ART & HISTORY TRAIL COMMITTEE
MEETING**

**July 19, 2023
Page 2 of 2**

I certify that the above notice was posted at City Hall, 500 South Oak Street, Roanoke, Texas, on Thursday, July 13, 2023, by 5:00 pm, in accordance with Chapter 551, Texas Government Code.

April S. Hill, 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: City Hall Guests



Roanoke Art & History Trail Committee **AGENDA ITEM**

TO: Art & History Trail Committee Members

SUBJECT: 06/21/2023 - AHTC Minutes

MEETING DATE: July 19, 2023

DEPARTMENT: City Secretary

ITEM SUMMARY:

Consideration and action on approval of the minutes from the regular Art and History Trail Committee meeting held on June 21, 2023.

INFORMATION:

STAFF RECOMMENDATION:

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

ATTACHMENTS:

1. AHTC Min 06-21-2023

Brian Darby, Member
Melissa Diorio, Member
Stephanie Novak,, Vice Chairperson



Tracie Merchant-Leatherwood, Chairperson

Alicia Young, Member
Sharon McTernen, Member
Elizabeth Ellenbecker, Member

**ROANOKE ART AND HISTORY TRAIL
COMMITTEE MINUTES
JUNE 21, 2023
6:30 P.M.**

**ROANOKE CITY HALL
FIRST FLOOR – COMMUNITY ROOM #102
500 S. OAK STREET
ROANOKE, TEXAS 76262**

Present: Chairperson Tracie Merchant-Leatherwood; Committee Members: Alicia Young, Elizabeth Ellenbecker, Brian Darby, and Stephanie Novak.

Dept. Staff: Library Director Kelly Holt and Curator of Collections Kelli Thomerson.

Absent: Committee Members Sharon McTernen, and Melissa Diorio.

A. CALL MEETING TO ORDER

The meeting was called to order at 6:41 p.m.

B. PUBLIC INPUT

No one wished to speak.

C. APPROVAL OF THE MINUTES

1. Motion made by Brian Darby second by Alicia Young to approve the minutes from the regular Art and History Trail Committee meeting held on May 17, 2023.
Motion carried unanimously.

D. NEW BUSINESS

1. Update and discussion of the Oak Street Historical Map Project.

Matt Kaiser of Kaiser Design gave an overview of the proposed project.

Committee member Elizabeth Ellenbecker expressed concerns with the red color.



**AGENDA FOR THE ROANOKE
ART & HISTORY TRAIL COMMITTEE
MEETING**

**June 21, 2023
Page 2 of 2**

Curator of Collections Kelli Thomerson stated the branding the city is currently working on is a maroon/burgundy color.

Chairperson Tracie Merchant-Leatherwood expressed concerns with the height for ADA, but it looked like it would meet the guidelines.

After much discussion it was determined the height of the text was ADA compliant.

Committee member Brian Darby asked what the lead-time on manufacturing would be after all of the details were determined.

Mr. Kaiser stated, on the sign itself, it would be 3 to 4 weeks for completion, due to electrical, in an outdoor space, it must be UIL listed.

Mr. Kaiser stated based on today's meeting he would bring a revised package with the updated information to present for approval.

The next Art and History Trail Committee meeting will be held on July 19, 2023 at 6:30 p.m.

E. ADJOURNMENT

Motion made by Stephanie Novak second by Elizabeth Ellenbecker to adjourn the meeting at 7:43 p.m.

Motion carried unanimously.

Tracie Merchant-Leatherwood, Chairperson

_____, Secretary



Roanoke Art & History Trail Committee **AGENDA ITEM**

TO: Art & History Trail Committee Members

SUBJECT: Consideration and approval of Kaser Design Plan

MEETING DATE: July 19, 2023

DEPARTMENT: Visitor Center/Museum

ITEM SUMMARY:

Consideration and action to approve Kaser Design's Oak Street Historical Walking Trail Kiosk plans for presentation to City Council's August 8, 2023 meeting. This design was created with input from AHTC members and city staff in meetings held in May & June 2023.

INFORMATION:

In May, June & July 2023, Matt Kaser of Kaser Design met with the AHTC and with city staff several times to discuss the design of a historical map of Oak Street's walking tour. Representatives from the city's RVCM, Public Works, Parks & Recreation, Library, and Marketing Departments have provided input and logistical information.

STAFF RECOMMENDATION:

Staff is confident the design reflects the committee's ideas and recommends approving the design so it can be considered at the August 8, 2023 City Council meeting.

SPECIAL CONSIDERATION:

FINANCIAL CONSIDERATION:

Current design plans will fit into the project's \$27,000 budget.

ATTACHMENTS:

None