

**THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 17TH DAY OF SEPTEMBER 2024 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING COUNCIL MEMBERS PRESENT, CONSTITUTING A QUORUM:**

Jaclyn Carrington, Mayor  
Matt Chapman, Mayor Pro Tem/Place 2  
Clay Sams, Council Member Place 3  
Keith Crandall, Council Member Place 4  
Margie Arens, Council Member Place 5

*Town Council Members Absent:*

Jim Roberts, Council Member Place 1

*Town Staff Present:*

Thad Chambers, Town Administrator  
Shannon Montgomery, Town Secretary  
Ed Voss, Town Attorney  
Kirk Riggs, Chief of Police

**A. CALL MEETING TO ORDER**

Mayor Carrington called the Regular Session to order at 6:30 pm.

**B. PLEDGE OF ALLEGIANCE**

Mayor Carrington led the Pledge of Allegiance.

**C. PUBLIC PARTICIPATION**

*If you wish to address the Council, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Council for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Council during the Citizen Comments portion of the meeting or when the item is considered by the Town Council.*

There were no Public Presentations made.

**D. APPOINTED REPRESENTATIVE/LIAISON REPORTS**

**1. Upper Trinity Regional Water District Report.**

The Town Council watched the video *Lake Ralph Hall – Providing Water, Enhancing Communities*.

**2. Denton County Emergency Services District #1.**

Chief Vaughn of Denton County Emergency Services District No. 1 provided an update.

**3. Police Department – August 2024 Statistics/Activities.**

Chief Riggs summarized the monthly statistics.

**4. Administration – August 2024 Reports: Financial, Animal Control, Code Enforcement, Engineering, Municipal Court, Permits, and Board Member Attendance.**

Town Administrator Chambers reviewed the monthly financials and addressed questions from Council.

**E. CONSENT AGENDA**

*This agenda consists of non-controversial, or “housekeeping” items required by law. Items may be approved with a single motion. Items may be removed from the Consent Agenda by any Councilmember by making such request prior to a motion and vote on the Consent Agenda.*

- 1. Consider approval of the September 3, 2024, Special Meeting Minutes.**
- 2. Consider approval of a contractor services agreement with Steve Koehler for Building Inspection Services beginning October 1, 2024 through September 30, 2025; and authorize the Town Administrator to execute same on behalf of the Town.**
- 3. Consider approval of a contractor services agreement with America's Code Enforcement for Code Enforcement Services beginning October 1, 2024 through September 30, 2025; and authorize the Town Administrator to execute same on behalf of the Town.**
- 4. Consider approval of a contractor services agreement with Brad Hodges for Gas Well Inspection Services beginning October 1, 2024 through September 30, 2025; and authorize the Town Administrator to execute same on behalf of the Town.**
- 5. Consider approval of a contractor services agreement with Bureau Veritas North America, Inc. for Health Services beginning October 1, 2024 through September 30, 2025; and authorize the Town Administrator to execute same on behalf of the Town.**
- 6. Consider approval of a contractor services agreement with Ad Terram for Planning Services beginning October 1, 2024 through September 30, 2025; and authorize the Town Administrator to execute same on behalf of the Town.**
- 7. Consider approval of a contractor services agreement with Analisa Griffith, RS/DS for OSSF Services beginning October 1, 2024 through September 30, 2025; and authorize the Town Administrator to execute same on behalf of the Town.**

Motion made by Council Member Chapman, seconded by Council Member Arens, to **APPROVE** Consent Agenda Items 1 – 7 as presented.

**VOTE ON THE MOTION**

AYES: Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

**F. PUBLIC HEARINGS AND REGULAR ITEMS**

- 1. Conduct a Public Hearing on the Proposed Tax Rate of \$0.173646 per \$100 assessed valuation for Fiscal Year October 1, 2024 through September 30, 2025.**

Town Administrator Chambers presented the proposed tax rate.

Mayor Carrington opened the Public Hearing at 6:54 pm, and after recognizing there was no one wishing to speak, closed the Public Hearing at 6:54 pm.

2. **Conduct a Public Hearing to receive public comment and to consider a Replat of 23.675 acres comprising Lot 1-R1, Lot 1-R2, Lot 5, and Lot 5R of the Eagle Nest Addition, in the Town of Bartonville, Denton County, Texas. The purpose of the replat is to remove an emergency access easement and to remove a utility easement. The subject property is located on the north side of Stonewood Boulevard, immediately north of its intersection with Timberidge Lane. The applicants are Randy and Tamera Hatcher, Mark and Tina Anderson, and Noah Shah. [Town of Bartonville File Number RP-2024-002.]**

Town Administrator Chambers provided a summary of the replat, provided a letter from Fire Marshall Nguyen stating the Denton County Emergency Services District No. 1 would not be negatively impacted by vacating of the emergency easement, and addressed questions from Council.

Mayor Carrington opened the Public Hearing at 7:01 pm, and after recognizing there was no one wishing to speak, closed the Public Hearing at 7:01 pm.

Motion made by Council Member Crandall, seconded by Council Member Chapman, to **APPROVE** a Replat of 23.675 acres comprising Lot 1-R1, Lot 1-R2, Lot 5, and Lot 5R of the Eagle Nest Addition, in the Town of Bartonville, Denton County, Texas. The purpose of the replat is to remove an emergency access easement and to remove a utility easement subject to the following conditions:

1. Prior to recordation of the plat, a new 10-foot-wide utility easement shall be established along the frontage of parcel 1-R1-A abutting the right-of-way of Stonewood Boulevard and Rustic Circle as part of the replat.
2. Prior to recordation of the plat, the proposed 10.841-acre Lot 5R-A shall be relabeled as Lot 1-R2-A.
3. General Note 4 shall add to the purpose statement of the replat “to combine lots 1-R2 and 5.”
4. General Note 2 shall be correctly numbered; the item number is currently missing.
5. The notary block for Tina Anderson’s signature shall have her name correctly spelled.

#### **VOTE ON THE MOTION**

AYES: Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

3. **Discuss and consider approval of an ordinance approving and adopting the budget for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025.**

Motion made by Council Member Sams, seconded by Council Member Crandall, to **APPROVE** an ordinance approving and adopting the budget for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025 as presented.

#### **VOTE ON THE MOTION**

Town Secretary Montgomery conducted a roll call vote of the motion:

Mayor Pro Tem Chapman – Aye

Council Member Sams – Aye

Council Member Crandall – Aye

Council Member Arens – Aye

Motion carried unanimously.

The Ordinance caption reads as follows:

**TOWN OF BARTONVILLE, TEXAS  
ORDINANCE 772-24**

**ADOPTING FISCAL YEAR 2024-2025 BUDGET**

**AN ORDINANCE OF THE TOWN OF BARTONVILLE TEXAS, ADOPTING AND APPROVING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025, AND MAKING APPROPRIATIONS FOR EACH FUND AND DEPARTMENT; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.**

**4. Discuss and consider approval of an ordinance ratifying Ad Valorem property tax revenue reflected in the adopted Fiscal Year October 1, 2024 to September 30, 2025 Annual Budget.**

Council Member Crandall, moved that the property tax rate be increased by the adoption of a tax rate of 0.173646, which is effectively a 12.06 percent increase in the tax rate; and move to approve an ordinance adopting the 2024 tax rolls and fixing and levying municipal ad valorem taxes for the fiscal year beginning October 1, 2024, and ending September 30, 2025, and for each fiscal year thereafter until otherwise provided, at the rate of \$0.173646 per \$100 assessed valuation on all taxable property within the corporate limits of the Town of Bartonville as of January 1, 2024, seconded by Council Member Sams.

**VOTE ON THE MOTION**

Town Secretary Montgomery conducted a roll call vote of the motion:

Mayor Pro Tem Chapman – Aye

Council Member Sams – Aye

Council Member Crandall – Aye

Council Member Arens – Aye

Motion carried unanimously.

The Ordinance caption reads as follows:

**TOWN OF BARTONVILLE, TEXAS  
ORDINANCE NO. 773-24**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, FIXING AND LEVYING MUNICIPAL AD VALOREM TAXES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025, AND FOR EACH FISCAL YEAR THEREAFTER UNTIL OTHERWISE PROVIDED, AT A RATE OF \$0.173646 PER ONE HUNDRED DOLLARS (\$100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE TOWN AS OF JANUARY 1, 2024; DIRECTING THE ASSESSMENT THEREOF TO PROVIDE REVENUES FOR THE PAYMENT OF CURRENT EXPENSES; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR APPROVAL OF THE 2024 TAX ROLLS; REPEALING CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.**

**G./H. CONVENE INTO CLOSED SESSION and RECONVENE INTO OPEN SESSION**

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:09 pm and reconvened into open session at 7:25 pm in accordance with the Texas Government Code regarding:

- 1. **Section 551.071 Consultation with Town Attorney to seek legal advice of its attorney regarding legal issues related to the Town’s Extraterritorial Jurisdiction (ETJ), issues related to the Furst Ranch Development, issues related to emergency access to/from neighboring property, and any and all legal issues related thereto.**

No action taken.

- 2. **Section 551.074 Personnel Matters to deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Town Administrator.**

Motion made by Council Member Chapman, seconded by Council Member Arens, to approve a five percent salary increase.

**VOTE ON THE MOTION**

AYES: Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

**I. FUTURE ITEMS**

Discussion only, no action taken.

**J. ADJOURNMENT**

Mayor Carrington declared the meeting adjourned at 7:29 pm.

**APPROVED this the 15th day of October 2024.**

**APPROVED:**

  
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 Jaelyn Carrington, Mayor

**ATTEST:**

  
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 Shannon Montgomery, TRMC, Town Secretary

