

THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING HELD ON THE 14th DAY OF DECEMBER 2022, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, AT 6:00 P.M.

The Community Development Corporation met in a meeting with the following members present:

Dwain Skrobarcek, Chair (arrived at 6:43 p.m.)
Terry Rock, Vice Chair
Randy Van Alstine
Brenda Latham
Jim Langford
Jim Foringer
James Kennemer

Also present: Tammy Dixon, Town Secretary.

A. CALL TO ORDER

Vice Chairman Rock called the meeting to order at 6:11 p.m.

B. PUBLIC PARTICIPATION

There was none.

C. INTRODUCTION OF NEW MEMBER AND ELECTION OF OFFICERS

1. Introduction of members.

The members introduced themselves to newly appointed member James Kennemer.

2. Discuss and consider nominations and the election of Chair.

Randy Van Alstine moved to elect Jim Langford as Chair. Terry Rock seconded the motion. Mr. Langford declined. Randy Van Alstine amended his motion to elect Brenda Latham as Chair. Terry Rock seconded. The motion carried by vote of 6 to 0.

3. Discuss and consider nominations and the election of Vice-Chair.

Randy Van Alstine moved to elect Dwain Skrobarcek as Vice Chair. Jim Langford seconded the motion. The motion carried by vote of 6 to 0.

4. Discuss and consider nominations and election of Treasurer.

Terry Rock moved to elect Randy Van Alstine as Treasurer. Jim Langford seconded the motion. The motion carried by vote of 6 to 0.

5. Discuss and consider nominations and election of Secretary.

Randy Van Alstine moved to elect Tammy Dixon as Secretary. Brenda Latham seconded the motion. The motion carried by vote of 6 to 0.

D. REGULAR ITEMS

6. Consider approval of the September 08, 2022, meeting minutes.

Brenda Latham moved to approve the September 08, 2022 meeting minutes. Terry Rock seconded the motion. The motion carried by vote of 6 to 0.

7. Discuss and consider approval of an amendment to the Fiscal Year 22-23 Budget.

Ms. Dixon explained when the FY 22-23 budget was prepared, restricted funds were inadvertently left out. The budget amendment was to reflect these funds which includes promotional carry over approved incentives as follows:

Promotional Carryover	23,777
Cloud 9 Incentive	16,000
Bartonville Store Incentive	9,900
Tractor Supply Incentive	15,000
Hilltop Improvements Incentive	50,000
Total	114,677

Brenda Latham moved to approve an amendment to the FY 2022-23 budget as presented. Randy Van Alstine seconded the motion. The motion carried by vote of 6 to 0.

8. Discussion on 2022 Traffic Study.

The Board reviewed the 2022 Traffic Study. No action was taken.

9. Discussion and possible action regarding the annual BCDC Business Survey.

Ms. Dixon explained as part of the Board's prior discussions to create programs to support local business it would be beneficial to first conduct an updated survey. The board agreed a survey Could be used as a data collection tool to better focus on the Board's efforts in creating programs to supporting local businesses.

Ms. Dixon asked the Board members to review the 2019 survey and be prepared to update the survey at the next meeting.

10. Discussion on development activity (new businesses, prospective businesses, expansion of businesses).

Ms. Dixon provided an update to the Board.

11. Discussion on marketing, promotional items, and advertising of local businesses.

Ms. Dixon stated full page business ads were purchased for the Cross Timbers Gazette Holiday Editions for November and December and staff would be preparing the Community Guide to be distributed in early 2023.

E. FUTURE ITEMS

Ms. Dixon stated Retail Coach would prepare an updated Cell Phone Analysis and Retail Trade Reports for the next meeting.

F. ADJOURNMENT

Dwain Skrobarcek adjourned the meeting at 6:46 p.m.

APPROVED this the 11th day of January 2023.

Approved:

Brenda Latham
Brenda Latham, Chair

Attest:

Tammy Dixon
Tammy Dixon, Town Secretary