

THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 16TH DAY OF JUNE 2026 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, Place 2
Clay Sams, Council Member Place 3
Keith Crandall, Council Member Place 4
Margie Arens, Mayor Pro Tem/Place 5

Council Members Absent:

Jim Roberts, Council Member Place 1

Town Staff Present:

Kirk Riggs, Town Administrator
Jeremy Page, Town Attorney
Shannon Montgomery, Town Secretary
Jeff Ashabranner, Chief of Police

A. CALL MEETING TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Mayor Carrington led the Pledge.

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 Public Participation portion of the meeting or when the item is considered by the Town Council.

There were no public presentations.

D./E. CLOSED SESSION / RECONVENE OPEN MEETING

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 6:31 pm and reconvened into open session at 6:46 pm in accordance with the Texas Government Code regarding:

1. Section 551.071 Consultation with Town Attorney to seek legal advice regarding Agenda Item H.2.

Mayor Carrington stated action will be taken during the agenda item.

1. Denton County Emergency Services District #1.

Chief Vaughan of Denton County Emergency Services District No. 1 provided an update and addressed questions from Council.

2. Police Department – May 2026 Statistics/Activities.

Chief of Police Ashabanner summarized the monthly statistics/activities and addressed questions from Council.

3. Administration – May 2026 Reports: Financial, Animal Control and Code Enforcement, Engineering, Municipal Court, Permit, and Board Member Attendance.

Town Secretary Montgomery provided a summary of the May 2026 Finance Report and addressed questions from Council.

G. 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 May 12, 2026, Special Meeting Minutes.**
- 2. Consider a Resolution voting for Jim Carter to the Denco Area 9-1-1 District Board of Managers.**
- 3. Consider approval of Town participation in the Task Force Model program pursuant to an agreement between the Town of Bartonville and the United States Immigration and Customs Enforcement, a Component of the Department of Homeland Security; and authorize execution of documents necessary for participation.**
- 4. Ratify Council Member Crandall’s signature designating Mayor Carrington as the Town of Bartonville’s 2026 North Central Texas Council of Government General Assembly Designation of Voting Representative.**

Motion made by Council Member Chapman, seconded by Council Member Arens, to **APPROVE** Consent Agenda Items No. 1 – 4 as presented.

VOTE ON THE MOTION

AYES: Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

H. PUBLIC HEARINGS AND REGULAR ITEMS

- 1. Conduct a Public Hearing to hear public comment, discuss, and consider a Conditional Use Permit and Site Plan on property zoned General Commercial – Planned Development (GC-PD) on Block 2C, Lot 1R of the Carlisle Addition, Phase C, an approximate 2.0549-acre tract of land situated in the E. P. Holman Survey, Abstract No. 65, Town of Bartonville, Denton County, Texas. The property is generally located at the northeastern corner of FM 407 and Blanco Drive in Bartonville, Texas. The Town of Bartonville file numbers for this application are CUP-2026-002 and SP-2026-001. *(The Planning and Zoning recommended APPROVAL, with conditions, by a vote of 5 to 0 at its June 3, 2026, meeting.)***

Mayor Carrington opened the Public Hearing at 7:22 pm.

Town Secretary Montgomery stated that the Town had not received any responses from the mailed notices.

The following addressed the Town Council:

- Rudy Garcia, 9740 Blanco Drive, Lantana, Texas – OPPOSED

Mayor Carrington closed the Public Hearing at 7:24 pm.

SP-2026-001:

Motion made by Council Member Chapman, seconded by Council Member Crandall, to **APPROVE** a request for a Site Plan on property zoned General Commercial – Planned Development (GC-PD) on Block 2C, Lot 1R of the Carlisle Addition, Phase C, an approximate 2.0549-acre tract of land situated in the E. P. Holman Survey, Abstract No. 65, Town of Bartonville, Denton County, Texas. The property is generally located at the northeastern corner of FM 407 and Blanco Drive in Bartonville, Texas, with the following **CONDITIONS**:

1. All parking area lighting shall be installed and operated so as not to reflect or shine on adjacent properties and in accordance with the standards established in BZO Section 13.3.7 and Chapter 28.
2. The trash receptacle shall be screened with an eight-foot-tall screen constructed of masonry materials of like and similar materials to those of the primary structure.
3. Prior to issuance of a certificate of occupancy for the proposed building, a replat of Lot 1R, Block 2C, Carlisle Addition shall be approved by the Town and recorded with the Denton County Clerk. This replat shall include the fire lane easement as depicted on the site plan, and a public drainage easement along the front (west side) of the property encompassing the open drainage ditch along FM 407.
4. All fire lane turn radii shall be a minimum of 20 feet. This shall be reflected on a revised site plan to be reviewed and approved by Town staff prior to issuance of a building permit.
5. The driveway from the site onto FM 407 shall be a right-in/right-out, with a raised porkchop directing ingress and egress. This shall be reflected on a revised site plan to be reviewed and approved by Town staff prior to issuance of a building permit.
6. The applicant shall obtain a TxDOT 1058 driveway permit, a copy of which shall be provided to the Town prior to site construction. Final driveway location and design shall be subject to TxDOT determination.
7. The applicant shall obtain a TxDOT 1058 driveway permit, a copy of which shall be provided to the Town prior to site construction. Final driveway location and design shall be subject to TxDOT determination.

VOTE ON THE MOTION

AYES: Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

CUP-2026-002:

Motion made by Council Member Crandall, seconded by Council Member Chapman, to **APPROVE** a request for a Conditional Use Permit on property zoned General Commercial – Planned Development (GC-PD) on Block 2C, Lot 1R of the Carlisle Addition, Phase C, an approximate 2.0549-acre tract of land situated in the E. P. Holman Survey, Abstract No. 65, Town of Bartonville, Denton County, Texas. The property is generally located at the northeastern corner of FM 407 and Blanco Drive in Bartonville, Texas, with the following **CONDITIONS**:

1. The proposed screening fence on the north side of the property shall be installed prior to issuance of a certificate of occupancy for the proposed building and shall meet all design requirements found in Bartonville Zoning Ordinance Section 13.3.C.14. A revised screening wall detail shall be reflected on a revised site plan to be reviewed and approved by Town staff prior to issuance of a building permit.
2. No outside speaker box shall be allowed.

VOTE ON THE MOTION

AYES: Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

The Ordinance Caption reads as follows:

**TOWN OF BARTONVILLE
ORDINANCE NO. 804-26**

AN ORDINANCE OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 14, ARTICLE 14.02, EXHIBIT “A,” ORDINANCE NO. 361-05, THE ZONING ORDINANCE, BY AMENDING CHAPTER 13, GENERAL COMMERCIAL DISTRICT (GC), ARTICLE 13.2, USES PERMITTED, BY GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR THE OPERATION OF A RESTAURANT WITH DRIVE-THROUGH USE, AND APPROVING AN ACCOMPANYING SITE PLAN, ON AN APPROXIMATELY 2.0549-ACRE SITE SITUATED IN LOT 1R, BLOCK C, OF CARLISLE ADDITION, PHASE C, IN THE LANTANA TOWN CENTER, LOCATED NORTHEAST OF THE INTERSECTION OF FM 407 AND BLANCO DRIVE IN BARTONVILLE; PROVIDING FOR THE REPEAL OF ALL OTHER ORDINANCES IN CONFLICT WITH THIS ORDINANCE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR NO VESTED RIGHTS; PROVIDING FOR A PENALTY; PROVIDING FOR PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

2. **Discuss and consider an Ordinance amending Chapter 8, Offenses and Nuisances, to add a new article 8.06, adopting regulations relating to the operations of helicopters and passenger-carrying aircraft within the Town’s Corporate Limits and providing an effective date.**

Motion made by Council Member Crandall, seconded by Council Member Arens, to **APPROVE** an Ordinance amending Chapter 8, Offenses and Nuisances, to add a new article 8.06, adopting regulations relating to the operations of helicopters and passenger-carrying aircraft within the Town’s Corporate Limits as presented.

VOTE ON THE MOTION

AYES: Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

The Ordinance Caption reads as follows:

**TOWN OF BARTONVILLE
ORDINANCE NO. 805-26**

AN ORDINANCE OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES, TOWN OF BARTONVILLE, TEXAS, BY AMENDING CHAPTER 8, "OFFENSES AND NUISANCES", TO ADD A NEW ARTICLE 8.06, ADOPTING REGULATIONS RELATING TO THE OPERATION OF HELICOPTERS AND PASSENGER-CARRYING AIRCRAFT WITHIN THE TOWN'S CORPORATE LIMITS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY; AND PROVIDING AN EFFECTIVE DATE.

3. Discuss and provide direction on Town Council priorities related to the FY2026-2027 Budget.

The consensus of the Town Council was to focus on the following priorities: Public Safety, Financial Stability, Infrastructure and Maintenance, and Technology and Communications, including improved access to the building. Discussion only; no action taken.

4. Discuss and consider amending Town Hall Hours of Operation.

Town Administrator Riggs summarized Staff's request for amending Town Hall Hours of Operation. Town Council consensus was to allow amending Town Hall Hours of Operation to 7:30 am – 5:00 pm Monday through Thursday and 7:30 am – 11:30 am on Friday. Discussion only; no action taken.

I. FUTURE ITEMS

Discussion only, no action taken.

J. ADJOURNMENT

Mayor Carrington reminded Council that the next meeting is July 14, 2026 and declared the meeting adjourned at 7:46 pm.

APPROVED this the 14th day of July 2026.

APPROVED:



Carrington
Jaclyn Carrington, Mayor

ATTEST:

Shannon Montgomery
Shannon Montgomery, TRMC, Town Secretary