



SPECIAL EVENTS ADVISORY COMMITTEE MEETING AGENDA

October 14, 2025 at 5:00 PM

Town Hall - 1941 E. Jeter Road, Bartonville, TX 76226

A. CALL MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

If you wish to address the Committee, please fill out a "Public Meeting Appearance Card" and present it to the Recording Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Committee 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 Committee during the Public Presentation portion of the meeting or when the item is considered by the Committee.

D. REGULAR ITEMS

1. Statement of Appointed Official and Oath of Office to newly appointed and reappointed Committee members.
2. Appointment of Vice Chair.
3. Discuss and consider approval of the September 30, 2025 Regular Meeting Minutes.
4. Discussion of Christmas tree lighting celebration.
5. Schedule next meeting.

E. ADJOURNMENT

CERTIFICATION

I hereby certify that this Notice of Meeting was posted on the Town Website, and on the bulletin board, at Town Hall of the Town of Bartonville, Texas, a place convenient and readily accessible to the public at all times. Said Notice was posted on the following date and time; and remained posted continuously prior to the scheduled time of said meeting and shall remain posted until meeting is adjourned.

/s/ Andrea Carpenter, Deputy Town Secretary

Posted: October 8, 2025 prior to 4:00 PM

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE October 14, 2025

FROM: Andrea Carpenter, Deputy Town Secretary

AGENDA ITEM: Discuss and consider approval of the September 30, 2025 Regular Meeting Minutes.

SUMMARY:

The Special Events Committee held a meeting on September 30, 2025.

RECOMMENDED MOTION OR ACTION:

Approve the September 30, 2025 Special Events Committee Meeting Minutes.

ATTACHMENTS:

- September 30, 2025 Special Events Committee Meeting Minutes.

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 30TH DAY OF SEPTEMBER 2025, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:

Lori Van Alstine, Chair
Kathy Daum, Vice Chair
Margie Arens, Committee Member/Council Member Place 5
Donna Baumgarner, Committee Member
Randy Van Alstine, Committee Member

Committee Member Absent:

Keith Crandall, Committee Member/Council Member Place 4
Sean Stenovitch, Committee Member

Town Staff Present:

Kirk Riggs, Town Administrator
Andrea Carpenter, Deputy Town Secretary

A. CALL MEETING TO ORDER

Chair Van Alstine called the meeting to order at 5:00 p.m.

B. PLEDGE OF ALLEGIANCE

Chair Van Alstine led the Pledge of Allegiance.

C. PUBLIC PARTICIPATION

If you wish to address the Committee, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, preferably before the meeting begins.

There was none.

D. REGULAR ITEMS

1. Discuss and consider approval of the June 3, 2025 meeting minutes.

Motion made by Committee Member Daum, seconded by Committee Member Baumgarner to approve the June 3, 2025 meeting minutes as presented. Motion carried unanimously.

2. Discussion of Christmas Tree Lighting celebration.

The Committee decided to hold the celebration Friday December 5 from 6-8pm, and to set up the tree Saturday November 15. They discussed supplies they would need, as well as marketing for the event.

3. Schedule next meeting.

The next meeting was scheduled for Tuesday October 14, 2025, at 5:00pm.

E. ADJOURNMENT

Chair Van Alstine adjourned the meeting at 5:39 p.m.

APPROVED this the 14th day of October 2025.

APPROVED:

ATTEST:

Lori Van Alstine, Chair

Andrea Carpenter, Deputy Town Secretary