



SPECIAL EVENTS ADVISORY COMMITTEE AGENDA

March 04, 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. Discuss and consider approval of the February 4, 2025 Regular Meeting Minutes.
- 2. Discussion of the Bartonville Spirit Day Celebration.
- 3. Discuss and schedule the next Special Events Advisory Committee 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: February 28, 2025 prior to 4:00 PM

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE March 4, 2025

FROM: Andrea Carpenter, Deputy Town Secretary

AGENDA ITEM: Discuss and consider approval of the February 4, 2025 Regular Meeting Minutes.

SUMMARY:

The Special Events Committee held a meeting on February 4, 2025.

RECOMMENDED MOTION OR ACTION:

Approve the February 4, 2025 Special Events Committee Meeting Minutes.

ATTACHMENTS:

- February 4, 2025 Special Events Committee Meeting Minutes.

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 4th DAY OF FEBRUARY 2025, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:

Lori Van Alstine, Chair
Margie Arens, Committee Member/Council Member Place 5
Keith Crandall, Committee Member/Council Member Place 4
Kathy Daum, Committee Member
Sean Stenovitch, Committee Member
Randy Van Alstine, Committee Member

Committee Member Absent:

Donna Baumgarner, Committee Member

Town Staff Present:

Shannon Montgomery, Town Secretary
Kirk Riggs, Acting Town Administrator

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 December 16, 2024 meeting minutes.

Motion made by Committee Member Van Alstine, seconded by Committee Member Stenovitch to approve the December 16, 2024 meeting minutes as presented. Motion carried unanimously.

2. Discussion of Spirit Day celebration.

The Committee agreed to change the time of the event to 'Spirit Day,' and to move the time to 11am-3pm. Committee member Crandall informed the other members that he had booked a band for the event, and Committee member Stenovitch agreed to provide a PA system for music when the band was not playing. Advertising, games, and decorations were discussed, as were

catering options. A schedule for set-up, including volunteers, was considered, as were a car show and bounce house.

E. ADJOURNMENT

Chair Van Alstine adjourned the meeting at 6:03 p.m.

APPROVED this the 4th day of March 2025.

APPROVED:

Lori Van Alstine, Chair

ATTEST:

Andrea Carpenter, Deputy Town Secretary

DRAFT

Special Events Account Balance as of 3/4/2025

12,000.00	
93.00	Storage- October
988.86	Christmas tree postcards, Minuteman
302.40	Postage for postcards
864.92	Christmas tree credit card purchases
500.00	Relocate sleigh
<u>114.00</u>	Storage- January
9,136.82	
- 93.00	(Storage- November)
- <u>93.00</u>	(Storage- December)
8,950.82	
- <u>912.00</u>	(Storage- 8 mos x \$114 = \$912)
\$8,038.82	Remaining in the budget

Storage upped to \$114/month beginning January 1, 2025; auto-drafted onto credit card the first of the month