



## SPECIAL EVENTS ADVISORY COMMITTEE MEETING AGENDA

September 30, 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 June 3, 2025 Regular Meeting Minutes.
2. Discuss the 2025 Christmas Tree Lighting 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: September 23, 2025 prior to 4:00 PM

Agenda Removed from Town of Bartonville Bulletin Board on: \_\_\_\_\_

By: \_\_\_\_\_, Title: \_\_\_\_\_



## SPECIAL EVENTS COMMITTEE COMMUNICATION

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**DATE** September 30, 2025

**FROM:** Andrea Carpenter, Deputy Town Secretary

**AGENDA ITEM:** Discuss and consider approval of the June 3, 2025 Regular Meeting Minutes.

**SUMMARY:**

The Special Events Committee held a meeting on June 3, 2025.

**RECOMMENDED MOTION OR ACTION:**

Approve the June 3, 2025 Special Events Committee Meeting Minutes.

**ATTACHMENTS:**

- June 3, 2025 Special Events Committee Meeting Minutes.

**THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 3<sup>RD</sup> DAY OF JUNE 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  
Donna Baumgarner, Committee Member  
Keith Crandall, Committee Member/Council Member Place 4  
Kathy Daum, Committee Member  
Randy Van Alstine, Committee Member

*Committee Member Absent:*

Sean Stenovitch, Committee Member

*Town Staff Present:*

Andrea Carpenter, Deputy Town Secretary  
Kirk Riggs, 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 May 5, 2025 meeting minutes.**

Motion made by Committee Member Arens, seconded by Committee Member Daum to approve the May 5, 2025 meeting minutes as presented. Motion carried unanimously.

**2. Recap discussion of Spirit Day celebration.**

The Committee discussed what went well at the event, and considered some elements they might change for next year. They agreed that overall it went well, but that they might change the length of the celebration moving forward.

**3. Discuss and consider placement of American flags for July 4.**

The Committee decided to purchase fifteen additional flag pole kits, and decided to leave the current flags in place through July 4.

**4. Schedule next meeting.**

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

**E. ADJOURNMENT**

Chair Van Alstine adjourned the meeting at 5:54 p.m.

**APPROVED this the 30<sup>th</sup> day of September 2025.**

APPROVED:

ATTEST:

\_\_\_\_\_  
Lori Van Alstine, Chair

\_\_\_\_\_  
Andrea Carpenter, Deputy Town Secretary