

TOWN COUNCIL REGULAR MEETING AGENDA

January 20, 2026 at 6:30 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 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.

- D. APPOINTED REPRESENTATIVE/LIAISON REPORTS**

Council will receive and discuss the following reports:

1. Denton County Emergency Services District #1.
2. Police Department – December 2025 Statistics/Activities.
3. Administration – December 2025 Reports: Financial, including the quarterly investment report, Animal Control and Code Enforcement, Engineering, Municipal Court, Permits, and Board Member Attendance.

- E. 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 December 16, 2025, Regular Meeting Minutes.

- F. PUBLIC HEARINGS AND REGULAR ITEMS**

1. Discuss and consider approval of an Ordinance of the Town Council of the Town of Bartonville ordering a Joint General Election to be held on May 2, 2026, for the purpose of electing one mayor, and two council members, places 2 and 4, for two-year terms each; providing for a joint election services agreement with Denton County and authorizing the Mayor to execute necessary documents for the conduct of the election on behalf of the Town.

G. FUTURE ITEMS

H. ADJOURNMENT

The Town Council reserves the right to recess into a closed meeting or executive session as authorized by Chapter 551 of the Texas Government Code, (the Texas Open Meetings Act) on any item posted on its open meeting agenda to seek legal advice pursuant to Texas Government Code Section 551.071, Consultation with Attorney of the Texas Open Meetings Act. Any final action, decision, or vote on a matter deliberated in a closed meeting will only be taken in an open meeting that is held in compliance with Texas Government Code, Chapter 551.

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/ Shannon Montgomery, Town Secretary

Posted: Tuesday, January 13, 2026, prior to 5:00 pm.

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



TOWN COUNCIL COMMUNICATION

DATE: January 20, 2026

FROM: Ricky Vaughan, Fire Chief, Denton County ESD No. 1

AGENDA ITEM: Denton County Emergency Services District #1 Monthly Report

SUMMARY:

Department Statistics/Activities

ATTACHMENTS:

- Monthly Report

Denton County ESD

No. 1 & No. 2

Monthly Report



Monthly Activity Report

DECEMBER

2025



Item D1.

Denton County ESD No. 1 & No. 2 DECEMBER 2025

Table of Contents

Basic Analytics	Page
DCESD 1 Personnel	3
Incident Counts	4-5
Municipality Volume	6
Response Times – 90 th Percentile and Average Response Times	7
Community Outreach Events & Fire Inspection Reports & Training Division	8

Denton County ESD No. 1 & No. 2

DECEMBER 2025

DCESD1 PersonnelOperations

Battalion Chiefs	3
Officers - Captains	12
Apparatus Operators (Engineers)	12
Full-Time Firefighters (active)	42
Part-Time Employees (active)	10
Total Members	79

Fire Administration

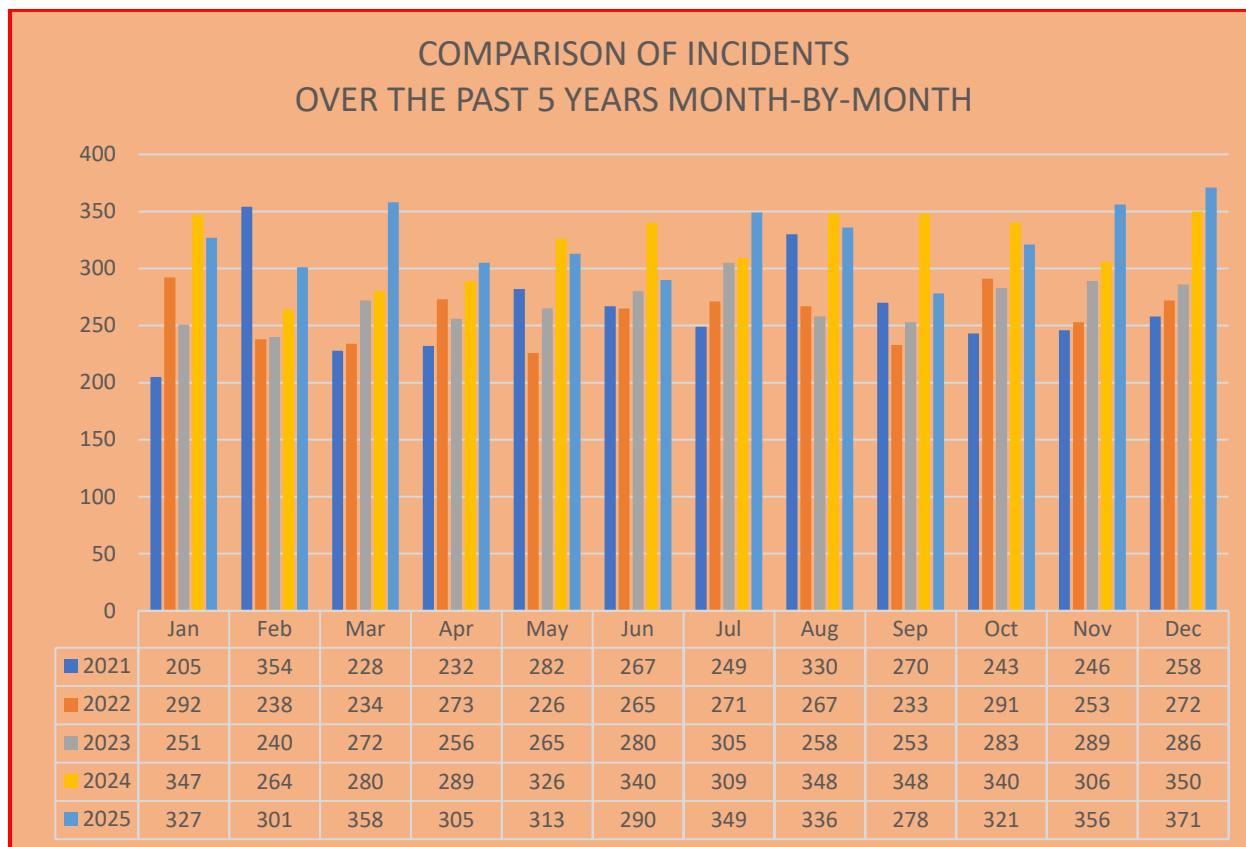
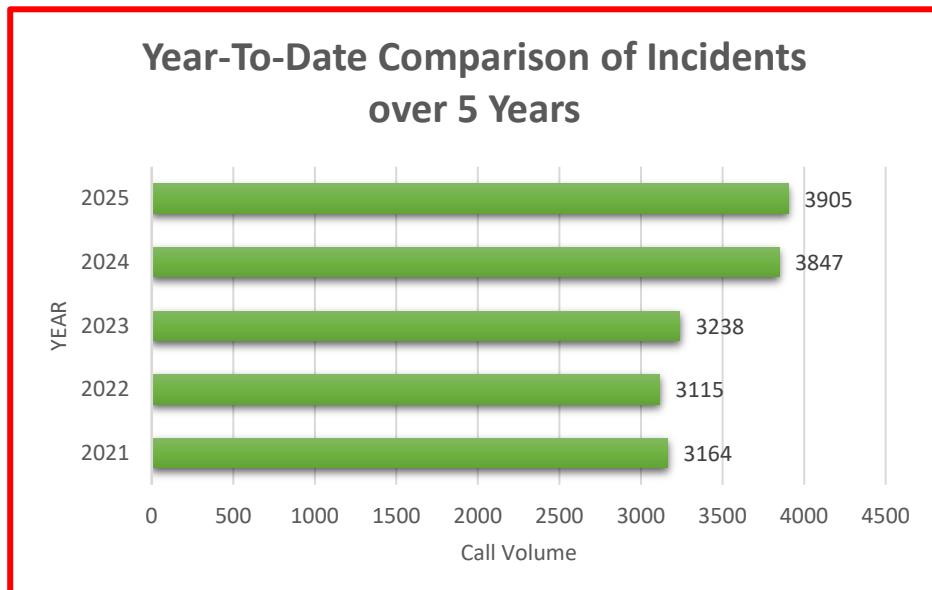
Fire Chief	1
Assistant Chief	1
Division Chiefs	3
Assistant Fire Marshal	1
Administrative Assistant	1
Workforce Manager	1
Director of Communications & Public Outreach	1
Total	9

Department Paid Total 88

Sworn Staff	85
Civilians	3
Operational Volunteers	2
Department Total	90

Denton County ESD No. 1 & No. 2

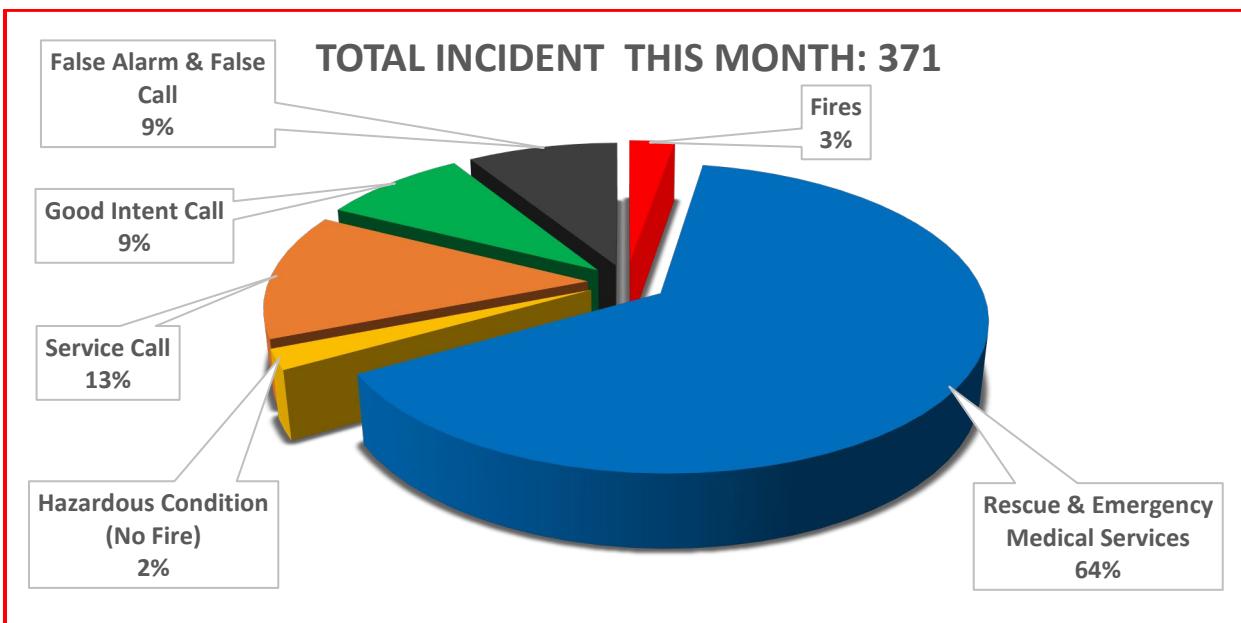
DECEMBER 2025

DCESD Total Incident CountYear-to-Date Totals

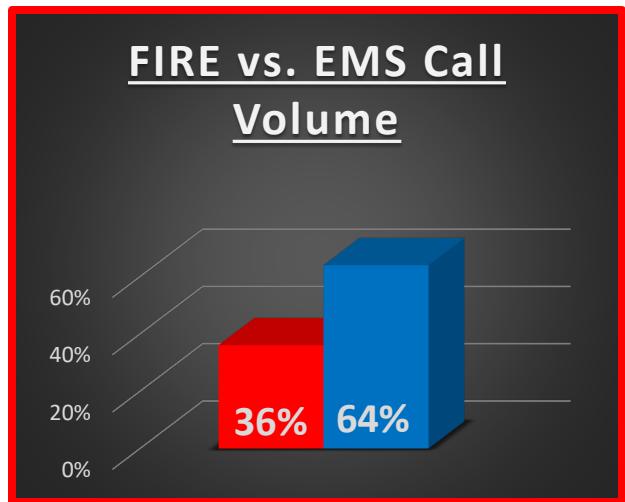
DCESD	Year End	% Difference
2021	3164	55.7%
2022	3115	-49%
2023	3238	3.9%
2024	3847	18.8%
2025	3905	1.5%



INCIDENT STATISTICS



Major Incident Types		
Fires	100's	10
Overpressure rupture, explosion – no fire	200's	1
Rescue & Emergency Medical Services	300's	237
Hazardous Condition (No Fire)	400's	8
Service Call	500's	50
Good Intent Call	600's	32
False Alarm / False Call	700's	33
Severe Weather & Natural Disaster	800's	0
Special Incident Type	900's	0



Percentage of Overlapping Calls

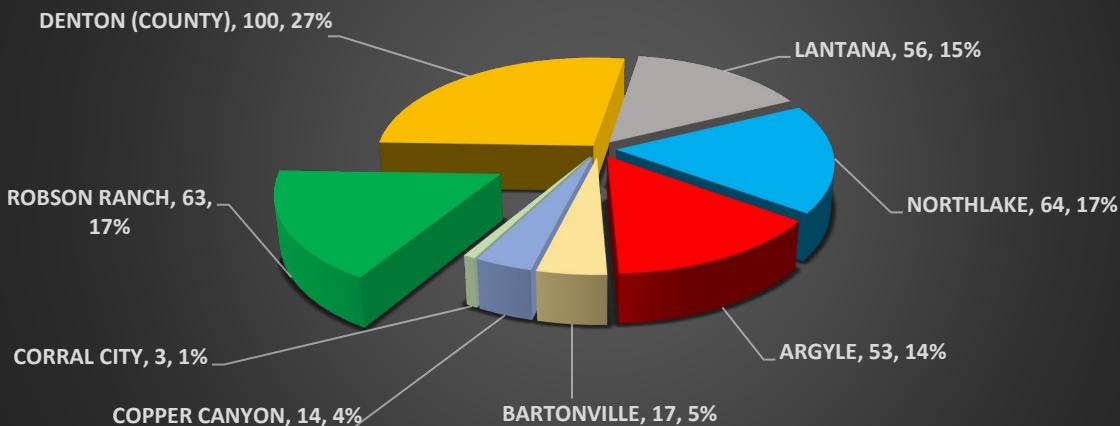
Overlapping Calls	
# OVERLAPPING	% OVERLAPPING
171	46%
>3 Calls Overlapping	(14) 8%

0 overlapping incidents warranted a mutual aid response due to no available ESD units.



Municipality Call Volume Breakdown

Volume by Municipality



NFIRS INCIDENT TYPE

	NFIRS #	ARGYLE	BARTONVILLE	COPPER CANYON	CORRAL CITY	LANTANA	NORTHLAKE	Robson Ranch	DENTON COUNTY
Fire	100's	1	1			4		2	
Overpressure Rupture, Explosion, Overheat	200's			1					
Rescue & Emergency Medical Services	300's	36	11	9	2	41	36	41	63
Hazardous Condition	400's	2					3	1	2
Service Call	500's	5	3	2		12	3	14	11
Good Intent Call	600's	6	2	1		3	8	3	11
False Alarm False Call	700's	4		1			10	4	11
Severe Weather & Natural Disaster	800's								
Special Incident Type	900's								
Municipality Totals		53	17	14	3	56	64	63	100

NFIRS Breakdown

100's – Fire Group

Structure, wildland, and vehicle fires.

200's – Overpressure Rupture, explosion, overheat – No Fire

Steam, air, gas, chemical, explosions(no-fire), etc.

300's – Rescue & Emergency Medical Service Group

EMS Incidents, lock-in, missing person, extrication, motor vehicle accidents, rescues, etc.

400's – Hazardous Conditions – No Fire Group

Gas leak, chemical hazards, power line down, biological incident, bomb removal, etc.

500's – Service Call Group

Person in distress, water evacuation, smoke/odor removal, animal rescue, assist PD, etc.

600's – Good Intent Group

Cancelled en route, controlled burning, wrong location, prescribed burn, etc.

700's – False Alarm & False Call Group

False alarm, malicious false call, unintentional system/detector operation and malfunction

800's – Severe Weather & Natural Disaster Group

Flood, wind, lightning, natural disaster assessment

900's – Special Incident Type

Citizen Complaint, Code Violation

Incident Response Times

90th Percentile Assessment

Lights and Sirens – 90 th Percentile Time (Dispatch to Arrival)	
Overall Fire/EMS	9:15
Overall FIRE	9:12
Overall EMS	9:15

Internal Compliance Goal: Less than 8-minute response time from dispatch to first unit on arrival time. Assessment is performed by taking the total number of incidents where lights and sirens were utilized while responding to the incident.

NFPA 1710 Response Recommendations: Key performance objectives for...

FIRE Response: (bunker gear required)

1. Turnout time: < 80 seconds
(1 minute: 20 seconds)
2. First Unit on scene: < 240 seconds
(4 minutes)

EMS Response: (no bunker gear required)

1. Turnout time: < 60 seconds
(1 minute)
2. First Unit on scene: < 240 seconds
(4 minutes)

90th Percentile per Municipality					
ARGYLE	BARTONVILLE	COPPER CANYON	CORRAL CITY	LANTANA	NORTHLAKE
8:37	10:15	10:11	7:47	8:22	9:20

Average Response and Turnout Time Assessment

RESPONSE MODE	TOTAL RESPONDING UNITS	AVERAGE RESPONSE TIME (minutes)
Initial Lights and Sirens, Downgraded to No Lights or Sirens	2	4:47
Initial No Lights or Sirens, Upgraded to Lights and Sirens	0	0:00
Lights and Sirens	340	6:25
No Lights or Sirens	11	7:33

Average Response Time per Municipality					
ARGYLE	BARTONVILLE	COPPER CANYON	CORRAL CITY	LANTANA	NORTHLAKE
6:45	7:38	8:03	7:33	6:22	7:08



Public Education

Community Outreach Events

Fire Station Tours	1
Public Education Events	26
Ride Along (EMS Students/Orientation)	20
Community CPR/STB Classes	0
- Total Students	0
Total Events	27

Training Division

Total ISO Training Hours Logged / Month	3897.8
- EMS Training Hours Logged / Month	386
- FIRE Training Hours Logged / Month	2975.8
- Administrative Training / Month	56
- Aerial Ops Course	480

Fire Inspection Report

INSPECTION TYPE	MONTHLY	YEAR TO DATE
* Foster Care (Total)	1	2
*Fire Protection- Fire Alarm (Total)	2	23
*Fire Protection Commercial Sprinkler (Total)	5	56
*Construction - Hood System Final Acceptance (Total)	0	3
Fire & Life Safety (Total)	0	1
*Annual (Total)	4	208
*Residential Sprinkler (Total)	10	146
*Fire Protection Inspection: Underground (Total)	5	34
* Controlled Access (Total)	0	2
* Certificate of Occupancy (New Structure) (Total)	2	35
* Compliant (Total)	3	27
Certificate Of Occupancy (Existing Structure) (Total)	5	27
Total:	37	564



TOWN COUNCIL COMMUNICATION

DATE: January 20, 2026

FROM: Kirk Riggs, Town Administrator/Chief of Police

AGENDA ITEM: Police Department – Department Statistics/Activities

SUMMARY:

Department Statistics/Activities.

ATTACHMENTS:

- Monthly Report

Bartonville Police Department

December 2025 Monthly Report

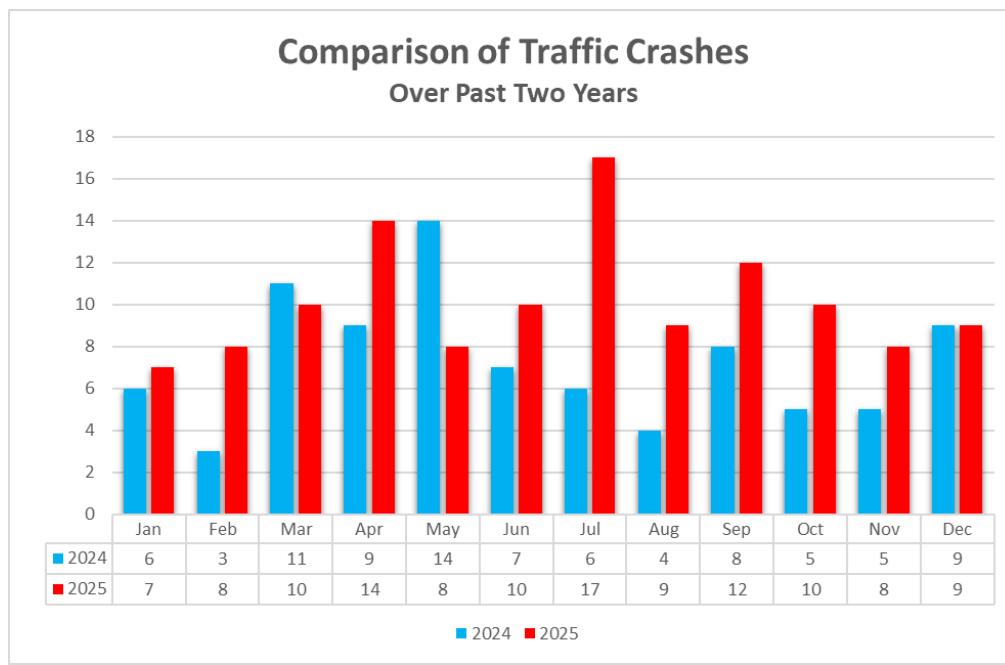
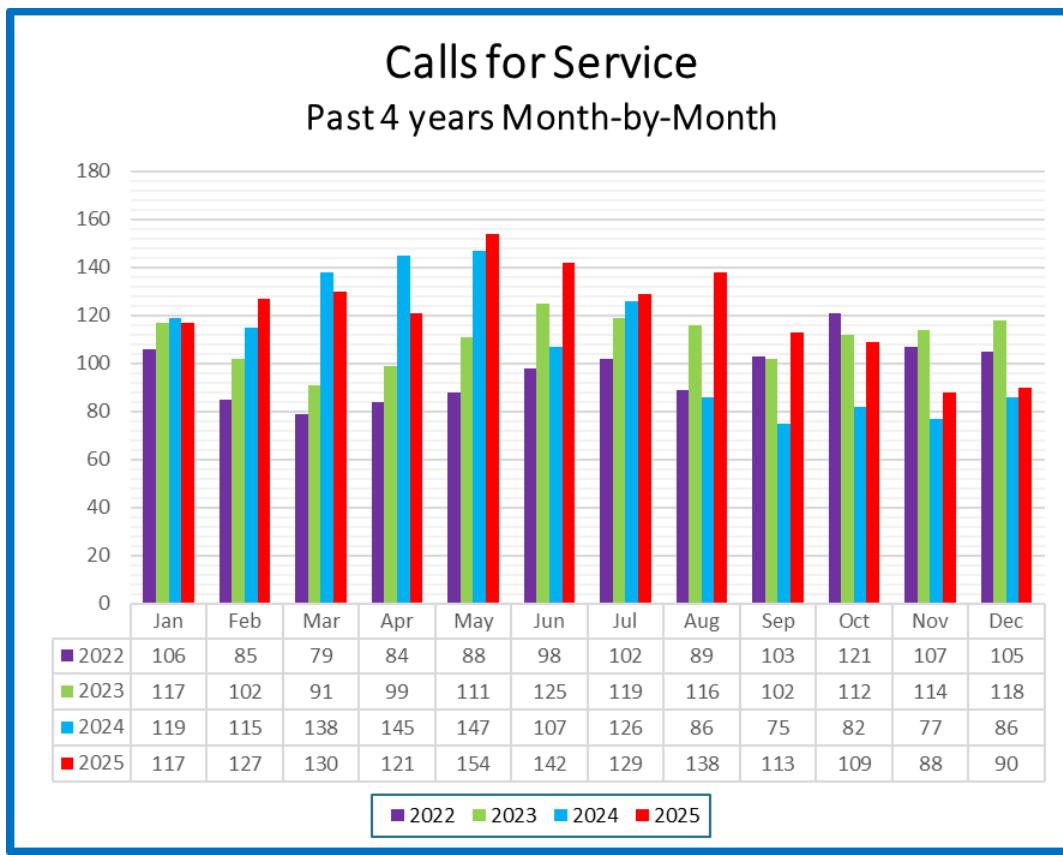


Bartonville Police Department**December 2025****Table of Contents**

	Page
Calls for Service	3
Types of calls for service	4
Uniformed Crime Reports/Officer initiated activity	5,6
Misc Information/Upcoming events	6

Bartonville Police Department

December 2025

Total Calls for Service

Bartonville Police Department

December 2025

Abandoned Vehicle	0
Agency Assist	7
Alarm- Commercial	2
Alarm- Residential	5
Animal Bite Report	0
Animal Complaint	5
Animal Cruelty	0
Assault	0
Auto Theft	0
Burglary	0
Cardiac Arrest	0
Citizen Assist	1
Civil Standby	1
Child Custody Issues	0
Criminal Mischief	0
Criminal Trespass	0
Deadly Conduct	1
Disorderly Conduct	0
Disturbance	5
Domestic Disturbance	3
Fight	0
Fire Investigation	0
Fireworks Complaint	0
Follow-up Investigation	4
Forgery/Fraud	3
Found Property	1
Gunshots Heard	0
Hang-up 911	1
Harassment	0
Illegal Dumping	0
Indecent Exposure	0
Intoxicated Person	0
Juvenile Complaint	0
Loose Livestock	5
Meet Complainant	7
Missing Person	0
Motorist Assist	2
Narcotics	0
Noise Complaint	2
Open Door Investigation	1
Ordinance Violation	3
Person with a Gun	0
Psych/Suicide Attempt	3
Reckless Driver	6
Road Blockage/Hazard	2
Robbery	0
Stabbing/Gunshot	0
Suspicious Person/Veh/Activity	5
TABC- Alcohol Violation	0
Terroristic Threat	0
Theft	3
Traffic Transport Incident (Accidents)	9
Vehicle Complaint	2
Warrant Service	0
Welfare Concern	1

Bartonville Police Department

December 2025

Uniformed Crime Reporting

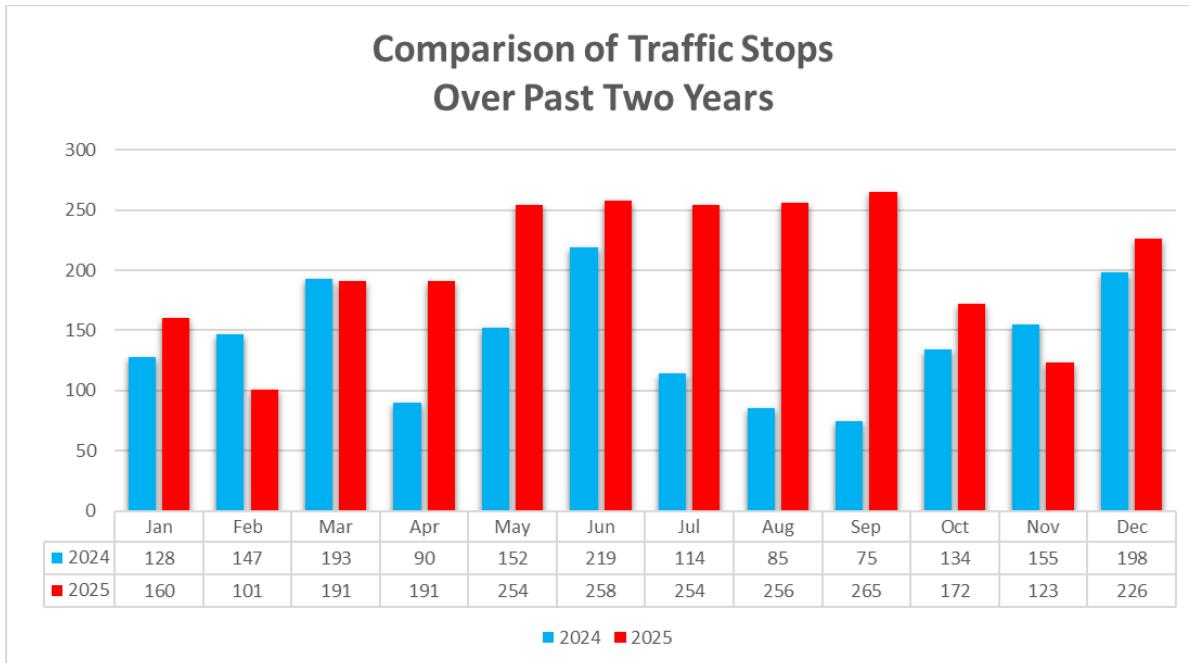
December-2025			
ACTIVITY UCR	Current Month December	Current Year 2025	Last Year 2024
PART 1 OFFENSES			
Homicide / Manslaughter	0	0	0
Sexual Assault	0	1	1
Robbery	0	1	0
Aggravated Assault	0	0	0
Burglary	0	3	3
Larceny	2	13	25
Motor Vehicle Theft	0	0	1
Human Trafficking	0	1	1
Arson	0	1	0
TOTAL PART I	2	20	31

Officer Initiated Activity

<u>Officer Activity by Type</u>	Total
Building Checks, Close Patrols	156
Traffic Complaints (Radar Enforcement)	35
Traffic Stops	226
Vacation Watch	13
Walk Thru (Business contacts)	20
Total	450

Bartonville Police Department

December 2025



Misc. Information/Upcoming Events

1. Two Part 1 crimes this month. Two thefts, one at Kroger and one at a residence.
2. Total Part 1 crimes dropped 35.48% from last year.
3. Calls for service did increase 11.9% this year.
4. Traffic crashes increased 40.2% this year.
5. Total traffic stops for the year have increased 45% from last year.



TOWN COUNCIL COMMUNICATION

DATE: January 20, 2026

FROM: Shannon Montgomery, Town Secretary

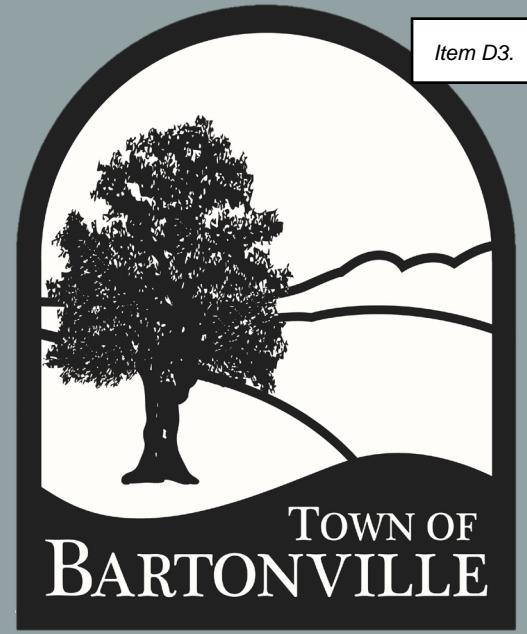
AGENDA ITEM: Administration – December 2025 Reports

SUMMARY:

Monthly Reports December 2025.

ATTACHMENTS:

- Monthly Financial Report
- Quarterly Investment Report
- Monthly Animal Control Report
- Monthly Code Enforcement Report
- Monthly Engineering Report
- Monthly Municipal Court Report
- Monthly Permits Report
- Monthly Board Attendance Report



Town of Bartonville

Monthly Financial Report

Month Ending
December 2025

PRESENTED:
JANUARY 20, 2026

RESERVE REVENUE

Category	DEC 2025 Revenue	Year to Date Revenue	Current Budget	Budget Remaining	% of Budget Remaining	Prior YTD Balance	Prior Year End Balance
Interest Earned	\$2,254.01	\$7,016.00	19,000	\$11,984.00	63.07%	\$7,588.67	\$26,998.46
Transfers In	\$0.00	\$183,644.78	0	\$0.00	0.00%	\$0.00	\$0.00
Total Revenue	\$2,254.01	\$190,660.78	19,000	\$11,984.00	63.07%	\$7,588.67	\$26,998.46

Bank Balance as of December 31, 2025: \$841,749.15

All General Fund Revenues

Category	DEC 2025 Revenue	Year to Date Revenue	Current Budget	Budget Remaining	% of Budget Remaining	Prior YTD Balance	Prior Year End Balance
Property Tax	\$402,015.32	\$414,970.83	1,200,000	\$785,029.17	65.42%	\$316,471.75	\$1,208,772.43
Sales Tax	\$64,394.68	\$255,221.59	890,000	\$634,778.41	71.32%	\$235,510.96	\$972,484.54
Franchise Fees	\$7,404.75	\$77,856.82	276,000	\$198,143.18	71.79%	\$72,093.12	\$264,373.60
<i>General Revenue</i>	<i>\$0.00</i>	<i>\$380.00</i>	<i>0</i>	<i>(\$380.00)</i>	<i>0.00%</i>	<i>\$10.00</i>	<i>\$23,026.86</i>
<i>Child Safety Collected</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>2,000</i>	<i>\$2,000.00</i>	<i>100.00%</i>	<i>\$2,098.15</i>	<i>\$2,098.15</i>
<i>LOESE Training Funds</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>1,000</i>	<i>\$1,000.00</i>	<i>100.00%</i>	<i>\$0.00</i>	<i>\$1,986.41</i>
<i>Interest Earned</i>	<i>\$8,673.68</i>	<i>\$28,403.19</i>	<i>115,000</i>	<i>\$86,596.81</i>	<i>75.30%</i>	<i>\$32,226.66</i>	<i>\$138,183.79</i>
<i>Transfer In from CCPD</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>30,000</i>	<i>\$30,000.00</i>	<i>100.00%</i>	<i>\$0.00</i>	<i>\$30,000.00</i>
<i>Transfer in from BCDC</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>20,000</i>	<i>\$20,000.00</i>	<i>100.00%</i>	<i>\$0.00</i>	<i>\$10,000.00</i>
Total Other/Transfer	\$8,673.68	\$28,783.19	168,000	\$139,216.81	82.87%	\$34,334.81	\$205,295.21
Development Fees	\$0.00	\$5,870.00	10,000	\$4,130.00	41.30%	\$609.75	\$29,139.75
Permit Fees	\$19,312.55	\$53,232.23	180,450	\$127,217.77	70.50%	\$84,646.97	\$276,253.27
Municipal Court	\$7,805.60	\$28,327.50	100,000	\$71,672.50	71.67%	\$24,512.65	\$113,043.21
Total Revenue	\$509,606.58	\$864,262.16	2,824,450	\$1,960,187.84	69.40%	\$768,180.01	\$3,069,362.01

Sales Tax Collections



All General Fund Expenditures

Category	DEC 2025 Expenditures	Year to Date Expenditures	Current Budget	Budget Remaining	% of Budget Remaining	Prior YTD Balance	Prior Year End Balance
Administration	\$121,732.53	\$295,366.09	1,371,760	\$1,076,393.91	78.47%	\$284,033.06	\$1,119,046.32
Police	\$94,597.44	\$269,020.92	922,850	\$653,829.08	70.85%	\$253,300.50	\$898,542.21
Municipal Court	\$950.00	\$2,550.00	12,000	\$9,450.00	78.75%	\$2,400.00	\$9,600.00
Transfers	\$4,922.47	\$50,684.61	265,000	\$214,315.39	80.87%	\$56,702.97	\$202,139.59
Total Expenses	\$222,202.44	\$617,621.62	2,571,610	\$1,953,988.38	75.98%	\$596,436.53	\$2,229,328.12

Expenditures by Department - Administration

Category	DEC 2025 Expenditures	Year to Date Expenditures	Current Budget	Budget Remaining	% of Budget Remaining	Prior YTD Balance	Prior Year End Balance
Salary & Benefits	\$66,341.06	\$168,056.69	642,825	\$474,768.31	73.86%	\$184,205.68	\$551,752.85
Advertisements & Notices	\$0.00	\$390.32	5,500	\$5,109.68	92.90%	\$564.16	\$3,406.26
Banners & Signs	\$0.00	\$400.00	8,000	\$7,600.00	95.00%	\$456.00	\$2,351.97
Clean Up Day	\$400.00	\$1,150.00	10,800	\$9,650.00	89.35%	\$800.00	\$4,400.00
Dues & Memberships	\$0.00	\$281.75	5,000	\$4,718.25	94.37%	\$449.50	\$2,017.50
Election Expense	\$0.00	\$0.00	14,000	\$14,000.00	100.00%	\$0.00	\$244.58
Postage	\$487.09	\$375.42	3,500	\$3,124.58	89.27%	\$610.46	\$2,488.32
Publications & Subscriptions	\$0.00	\$99.95	1,500	\$1,400.05	93.34%	\$738.11	\$1,885.95
Special Events	\$584.70	\$1,840.22	15,000	\$13,159.78	87.73%	\$2,749.18	\$12,307.67
Meetings/Events	\$263.87	\$312.83	5,000	\$4,687.17	93.74%	\$139.18	\$2,787.72
Travel & Training	\$31.25	\$105.31	8,000	\$7,894.69	98.68%	\$652.13	\$2,581.83
Total Other	\$1,766.91	\$4,955.80	76,300	\$71,344.20	93.50%	\$7,158.72	\$34,471.80
Contracted Services	\$20,013.51	\$49,503.77	437,950	\$388,446.23	88.70%	\$53,741.50	\$405,311.63
Fees & Service Charges	\$57.50	\$105.00	1,400	\$1,295.00	92.50%	\$284.00	\$1,884.38
Supplies	\$7,787.44	\$27,040.25	107,785	\$80,744.75	74.91%	\$31,708.42	\$64,694.45
Maintenance	\$2,323.84	\$7,136.00	55,500	\$48,364.00	87.14%	\$6,634.74	\$60,931.21
Capital Improvements	\$23,442.27	\$38,568.58	50,000	\$11,431.42	22.86%	\$300.00	\$0.00
Total Administration	\$121,732.53	\$295,366.09	1,371,760	\$1,076,393.91	78.47%	\$284,033.06	\$1,119,046.3

Expenditures by Department - Police

Category	DEC 2025 Expenditures	Year to Date Expenditures	Current Budget	Budget Remaining	% of Budget Remaining	Prior YTD Balance	Prior Year End Balance
Salary & Benefits	\$89,039.83	\$235,558.00	817,850	\$582,292.00	71.20%	\$234,840.28	\$806,938.95
Maintenance	\$3,302.18	\$13,802.03	38,800	\$24,997.97	64.43%	\$11,611.67	\$35,662.40
Contracted Services	\$0.00	\$10,154.65	12,200	\$2,045.35	16.77%	\$0.00	\$8,038.00
Dues & Memberships	\$0.00	\$0.00	2,000	\$2,000.00	100.00%	\$703.50	\$942.50
Meetings & Events	\$66.50	\$270.69	1,500	\$1,229.31	81.95%	\$285.70	\$1,556.86
Travel & Training	\$0.00	\$395.00	4,500	\$4,105.00	91.22%	\$1,118.91	\$2,368.91
Total Other	\$66.50	\$665.69	8,000	\$7,334.31	91.68%	\$2,108.11	\$4,868.27
Fuel & Lubricants	\$1,778.54	\$3,001.17	22,000	\$18,998.83	86.36%	\$3,014.56	\$22,652.74
Operations & Supplies	\$410.39	\$4,457.39	20,000	\$15,542.61	77.71%	\$1,690.03	\$18,836.72
Uniforms	\$0.00	\$1,381.99	4,000	\$2,618.01	65.45%	\$35.85	\$1,545.13
Total Supplies	\$2,188.93	\$8,840.55	46,000	\$37,159.45	80.78%	\$4,740.44	\$43,034.59
Total Police Department	\$94,597.44	\$269,020.92	922,850	\$653,829.08	70.85%	\$253,300.50	\$898,542.21



Town of Bartonville, Texas
Quarterly Investment Report
October 1, 2025 to December 31, 2025
Portfolio Summary Management Report

Item D3.

This quarterly report is in full compliance with the investment policy and strategy as established for the Town of Bartonville, Texas, and the Public Funds Investment Act (Chapter 2256, Government Code)

10/1/2025

12/31/2025

Beginning Book Value	\$ 4,733,410	Ending Book Value	\$ 5,003,016
Beginning Market Value	\$ 4,733,410	Ending Market Value	\$ 5,003,016

Interest Earned for This Quarter \$ 50,677	Increase/(Decrease) in Investment Holdings Market Value \$ 269,606
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TOWN OF BARTONVILLE, TEXAS
 CURRENT INVESTMENT PORTFOLIO AS OF
 December 31, 2025

ALL FUND TYPES (EXCPET BCDC & CCD) AS DEFINED IN TOWN'S INVESTMENT POLICY

CUSIP	Type of Security	PAR	Current	Purchase	Maturity Date	Term	Days Held	Days to Maturity	% TOTAL	Weighted
			Rate	Settlement Date			12/31/2025	12/31/2025		Average
<u>Cash Positions: Bank Cash Investments</u>										
SouthState Bank (Consolidated Cash)	DDA	\$ 4,161,125	3.75%	12/31/2025	1/1/2026	1	0	1	83.17%	1
SouthState Bank (Reserve Fund)	DDA	\$ 841,749	3.75%	12/31/2025	1/1/2026	1	0	1	16.82%	1
Subtotal Cash Positions		<u>\$ 5,002,874</u>								
<u>Cash Positions: Pooled Investments</u>										
LOGIC	Pool	\$ 142	3.95%	12/31/2025	1/1/2026	1	0	1	0.00%	48
Grand Total		\$ 5,003,016							100.00%	

Page 2 of 3

TOWN OF BARTONVILLE, TEXAS
 CURRENT INVESTMENT PORTFOLIO AS OF
 December 31, 2025

ALL FUND TYPES (EXCPET BCDC & CCD) AS DEFINED IN TOWN'S INVESTMENT POLICY

CUSIP	Type of Security	PAR	Current Rate	Purchase Settlement Date	Maturity Date	Book Value			Market Value		
						Beginning 10/01/2025	Ending 12/30/2025	Change	Beginning 10/01/2025	Ending 12/30/2025	Change
<u>Cash Positions: Bank Cash Investments</u>											
SouthState Bank (Consolidated Cash)	DDA	\$ 4,161,125	3.75%	12/31/2025	1/1/2026	\$ 4,082,182	\$ 4,161,125	\$ 78,943	\$ 4,082,182	\$ 4,161,125	\$ 78,943
SouthState Bank (Reserve Fund)	DDA	\$ 841,749	3.75%	12/31/2025	1/1/2026	\$ 651,088	\$ 841,749	\$ 190,661	\$ 651,088	\$ 841,749	\$ 190,661
Subtotal Cash Positions		\$ 5,002,874				\$ 4,733,270	\$ 5,002,874	\$ 269,604	\$ 4,733,270	\$ 5,002,874	\$ 269,604
<u>Cash Positions: Pooled Investments</u>											
LOGIC	Pool	\$ 142	3.95%	12/31/2025	1/1/2026	\$ 140	\$ 142	\$ 2	\$ 140	\$ 142	\$ 2
Grand Total		\$ 5,002,874				\$ 4,733,410	\$ 5,003,016	\$ 269,606	\$ 4,733,410	\$ 5,003,016	\$ 269,606

INTEREST EARNED FOR QUARTER

Month	Type of Security	Average Balance	Average Rate	Interest Earned
<u>Cash Positions: Bank Cash Investments</u>				
Oct-25	DDA	\$ 4,713,596	4.25%	\$ 18,040
Nov-25	DDA	\$ 4,751,634	4.00%	\$ 17,014
Dec-25	DDA	\$ 4,853,060	3.75%	\$ 15,622
		Subtotal		\$ 50,676

Cash Positions: Pooled Investments

Oct-25	Pool	\$ 140	4.24%	\$ 1
Nov-25	Pool	\$ 141	4.09%	\$ 1
Dec-25	Pool	\$ 141	3.95%	\$ 1
		Subtotal		\$ 2

TOTAL INTEREST EARNED FOR THIS QUARTER

\$ 50,677

Call Type Summary:

Education (2)
Health and Safety (1)
Loose Animal (1)
Patrol (8)
Trapping (1)
Trash and Debris (2)

Call

Address	Notes	Service / Type
12/8/2025 1651 Glenview Ln	Received complaint from City Hall from neighbor about foul odor coming from debris piles next to their property line with this address. There are large debris piles in excess of 8ft tall visible from the road. Teaming up with animal control about property.	Code Enforcement Health and Safety
12/8/2025 W Jeter Rd Pi#535715	Received complaint about downed tree limbs in easement. Property belongs to Encore, City Hall said they would contact.	Code Enforcement Trash and Debris
12/8/2025 987 Broome Rd	It was reported that the dog which lives at this address is frequently out. I was dispatched to educate on leash and containment laws.	Animal Control Education
12/15/2025 1189 Porter Rd	Warning for trash/debris, downed tree limbs in easement.	Code Enforcement Trash and Debris

12/4/2025 1200 Pecan Dr.	PD called regarding and animal situation they needed some advice on.	Animal Control Education
-----------------------------	--	-----------------------------

12/16/2025 1086 Broome Rd.	Caller stated the dog at this address is always running at large. I patrolled the area and did not see any dogs at large.	Animal Control Loose Animal
-------------------------------	---	--------------------------------

12/22/2025 1077 Cardinal Dr	Set up trap for skunk.	Animal Control Trapping
--------------------------------	------------------------	----------------------------

Patrol

Address	Notes	Service / Type
12/1/2025	Patrolled city limits. No new violation or complaints. 8:30 am - 10:30 am Duration: 2 hours	Code Enforcement Patrol
12/3/2025	Patrolled Bartonville for any loose, injured, or deceased animals and unable to locate any. Checked in at City Hall with Shari and no issues to report at this time. 11:00 am - 12:00 pm Duration: 1 hours	Animal Control Patrol
12/8/2025	Patrolled city limits. Followed up on received complaints. Checked in with City Hall. 8:00 AM - 10:30 AM Duration: 2.5 hours	Code Enforcement Patrol

12/1/2025 - 12/31/2025

12/8/2025	I patrolled Bartonville for any loose, injured, or deceased animals. I picked up a deceased squirrel on McMakin Rd. I checked in at City Hall with Shari, who reported no new issues at this time. <small>10:00 AM - 11:00 AM Duration: 1 hours</small>	Animal Control Patrol
12/15/2025	Patrolled city limits, 1 new violation, no new complaints. Checked in at City Hall. <small>8:30 AM - 10:30 AM Duration: 2 hours</small>	Code Enforcement Patrol
12/16/2025	Patrolled the city for loose, stray, and deceased animals. Spoke to Shari at City Hall who stated they has nothing to report at this time. <small>11:30 AM - 12:30 PM Duration: 1 hours</small>	Animal Control Patrol
12/22/2025	Checked in with city hall. <small>9:30 AM - 10:00 AM Duration: .5 hours</small>	Code Enforcement Patrol
12/22/2025	Patrolled Bartonville for any loose, injured, or deceased animals and unable to locate any. Checked in at City Hall with Shari and no issues to report at this time. <small>10:30 AM - 11:30 AM Duration: 1 hours</small>	Animal Control Patrol



Westwood

Town of Bartonville

Status Report

Date: January 13, 2025

Plat Review

- N/A

ROW Permits

- AT&T Fiber – All over Town
- Coserv – 1001 IT Neely
- Frontier – 1001 IT Neely

Subdivision Construction

- N/A

Street Fund

- Jeter Phase 3 Design – Design ongoing (60% complete), Survey to be completed. Target bidding date February 2026
- Misc. Asphalt Pavement Repair On-Call Contract - Ongoing
 - Work continuing – almost complete with McMakin
 - Porter and Broome will be next

General Consultation

- N/A

Grading Plans Reviewed

- 2017 Kentucky Derby Drive
- 744 W. Jeter

Town of Bartonville
 Municipal Court Council Report
 From 12/1/2025 to 12/31/2025

1/6/2026 10 Item D3.

Violations by Type

Traffic	Penal	City Ordinance	Parking	Other	Total
91	3	0	1	1	96

Financial

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
\$5,142.15	\$2,012.75	\$6,725.70	\$12.00	\$14.70	\$13,907.30

Warrants

Issued	Served	Closed	Total
0	0	0	0

FTAs/VPTAs

FTAs	VPTAs	Total
0	0	0

Dispositions

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
28	0	18	29	21	96

Trials & Hearings

Jury	Bench	Appeal	Total
0	0	1	1

Omni/Scofflaw/Collection

Omni	Scofflaw	Collections	Total
2	0	2	4

Permit #	Contact	Property	Permit Type	Issued Date	Estimated Value	Square Footage	Paid	Item D3.
25-00519-01	3M Custom Fence	1101 Vera Court	Fence Permit	12/16/2025			\$150.00	
25-00556-01	Topaz Custom Homes		Contractor Registration - General	12/2/2025			\$125.00	
25-00564-01	Showrock Texas LLC	2650 FM 407 Unit 145	Commercial Finish-Out	12/30/2025	\$3,000.00	48	\$600.00	
25-00579-01	On the Hook Fish & Chips	Tractor Supply	Temporary Food Permit	12/20/2025			\$35.00	
25-00591-01	Couto Homes	2725 Romero Way	Culvert/Driveway	12/1/2025	\$28,028.00	2868	\$195.00	
25-00592-01	AR Electric		Contractor Registration - Electrical	12/2/2025			\$0.00	
25-00593-01	Houk Air Conditioning		Contractor Registration - Mechanical	12/2/2025			\$0.00	
25-00594-01	Pegasus Electric L.L.C.		Contractor Registration - Electrical	12/3/2025			\$0.00	
25-00595-01	PLT Concrete and Construction	2702 Kentucky Derby Drive	New Residence Permit	12/15/2025	\$1,370,000.00	6002	\$3,901.30	
25-00595-02	PLT Concrete and Construction	2702 Kentucky Derby Drive	New Residence (Non AC)	12/15/2025		3422	\$1,539.90	
25-00595-04	PLT Concrete and Construction	2702 Kentucky Derby Drive	Grading and Drainage Permit	12/15/2025		9424	\$275.00	
25-00595-05	PLT Concrete and Construction	2702 Kentucky Derby Drive	Culvert/Driveway	12/15/2025		6002	\$120.00	
25-00596-01	PLT Concrete and Construction	2702 Kentucky Derby Drive	OSSF Permit - Residential	12/18/2025			\$410.00	
25-00597-01	Cathedral Plumbing of Texas		Contractor Registration - Plumbing	12/3/2025			\$0.00	
25-00598-01	FUSN LLC		Contractor Registration - General	12/5/2025			\$125.00	
25-00599-01	Work Environmental Systems	498 Wolf Run Rd	Mechanical Permit	12/4/2025	\$5,900.00		\$130.00	
25-00601-01	Fox Electric Ltd.		Contractor Registration - Electrical	12/8/2025			\$0.00	
25-00602-01	Snow Fox Sushi	3400 FM 407	Food Establishment Permit	12/8/2025			\$300.00	
25-00603-01	Tuff Shed, Inc.		Contractor Registration - General	12/10/2025			\$125.00	
25-00604-01	Gold Medal Pools		Contractor Registration - General	12/12/2025			\$125.00	
25-00605-01	Integrated Mechanical & Electrical Services LLC	1142 Jefferson Court	Electrical Permit	12/11/2025			\$130.00	
25-00608-01	Sigma Signs Company	2650 FM Unit 105	Sign Permit	12/15/2025			\$75.00	
25-00609-01	Sigma Signs Company	2650 FM 407 Unit 105	Sign Permit	12/15/2025			\$75.00	
25-00610-01	A#1 Air Electrical	1353 Latigo Ln	Electrical Permit	12/15/2025			\$130.00	
25-00611-01	MowMan Lawn Service		Contractor Registration - Irrigation	12/12/2025			\$125.00	
25-00612-01	KTC Underground		Contractor Registration - Plumbing	12/12/2025			\$0.00	
25-00613-01	A#1 Air		Contractor Registration - Mechanical	12/12/2025			\$0.00	
25-00614-01	Window Nation LLC		Contractor Registration - General	12/18/2025			\$125.00	
25-00615-01	Cote's Heating & Air Conditioning, LLC		Contractor Registration - Mechanical	12/12/2025			\$0.00	
25-00616-01	B&L Dirtworx	1485 Latigo Hills Tr	OSSF Permit - Residential	12/18/2025			\$410.00	
25-00617-01	MDP Electrical		Contractor Registration - Electrical	12/12/2025			\$0.00	
25-00618-01	Haus of Wellness, LLC	2652 FM 407 Unit 115	Commercial - Certificate of Occupancy	12/17/2025		3072	\$250.00	
25-00619-01	Platas Concrete Pumping	Knights Crest Properties	Truck Permit	12/15/2025			\$25.00	
25-00620-01	Platas Concrete Pumping	Knights Crest Properties	Truck Permit	12/15/2025			\$25.00	
25-00621-01	Platas Concrete Pumping	Knights Crest Properties	Truck Permit	12/15/2025			\$25.00	
25-00622-01	Platas Concrete Pumping	Knights Crest Properties	Truck Permit	12/15/2025			\$25.00	
25-00623-01	Platas Concrete Pumping	Knights Crest Properties	Truck Permit	12/15/2025			\$25.00	
25-00624-01	Platas Concrete Pumping	Knights Crest Properties	Truck Permit	12/15/2025			\$25.00	
25-00625-01	Swig Stores, LLC DBA Swig	3802 FM 407	Food Establishment Permit	12/17/2025			\$300.00	
25-00626-01	Gold Landscape LLC		Contractor Registration - Irrigation	12/16/2025			\$125.00	
25-00627-01	OTS Construction LLC		Contractor Registration - General	12/23/2025			\$125.00	
25-00628-01	Lonestar Design Build dba LSMB		Contractor Registration - General	12/17/2025			\$125.00	
25-00629-01	G3 pools	901 Hat Creek Road	Pool/Spa (inground)	12/19/2025	\$40,000.00	462	\$725.00	
25-00630-01	Big D Mechanical LLC		Contractor Registration - Mechanical	12/17/2025			\$0.00	
25-00631-01	Topaz Custom Homes	2717 Kentucky Derby Drive	New Residence Permit	12/17/2025	\$2,000,000.00	6578	\$4,275.70	
25-00631-02	Topaz Custom Homes	2717 Kentucky Derby Drive	New Residence (Non AC)	12/17/2025		3357	\$1,510.65	
25-00631-04	Topaz Custom Homes	2717 Kentucky Derby Drive	Grading and Drainage Permit	12/17/2025		9935	\$275.00	
25-00631-05	Topaz Custom Homes	2717 Kentucky Derby Drive	Culvert/Driveway	12/17/2025			\$120.00	
25-00632-01	MowMan Lawn Service	1410 Clydesdale Road	Sprinkler/Irrigation Permit	12/22/2025	\$3,500.00	73000	\$110.00	
25-00633-01	Southwestern Plumbing Company		Contractor Registration - Plumbing	12/18/2025			\$0.00	

Permit #	Contact	Property	Permit Type	Issued Date	Estimated Value	Square Footage	Paid	Item D3.
25-00634-01	Watercrest Pools	201 Knights Crest	Covered Patio/Carport/Arbor Permit	12/19/2025	\$60,000.00	300	\$280.00	
25-00635-01	G3 pools	2725 Romero Way	Covered Patio/Carport/Arbor Permit	12/29/2025	\$5,000.00	168	\$205.00	
25-00636-01	Lonestar Design Build dba LSMB	2718 Romero Way	Accessory Bldg (1,001 +) Non AC	12/29/2025	\$35,000.00	1250	\$480.00	
25-00637-01	Lone Star Food Store #4479	1842 FM 407	Food Establishment Permit	12/19/2025			\$300.00	
25-00638-01	Envivotec Construction Services, Inc.	Knights Crest Properties	Truck Permit	12/24/2025			\$25.00	
25-00639-01	Envivotec Construction Services, Inc.	Knights Crest Properties	Truck Permit	12/24/2025			\$25.00	
25-00640-01	Envivotec Construction Services, Inc.	Knights Crest Properties	Truck Permit	12/24/2025			\$25.00	
25-00643-01	Gold Medal Pools	6970 Hawk Road	Covered Patio/Carport/Arbor Permit	12/30/2025		140	\$355.00	
25-00644-01	Montenegro Electrical Contractors & Associates LLC		Contractor Registration - Electrical	12/29/2025			\$0.00	
25-00645-01	Barnett Signs		Contractor Registration - General	12/30/2025			\$125.00	
25-00646-01	Metro-Flow Plumbing		Contractor Registration - Plumbing	12/30/2025			\$0.00	

FY2026 Boards and Commission Attendance Report

Item D3.

	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26
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Board of Adjustment (BOA)

Position	Term	Director											
Director	2024-2026	Donna Baumgartner (2014)	NO MEETING	P	E								
Alternate #1	2024-2026	Heather Head (2023)		E	P								
Chair	2024-2026	Kathy Daum (2003)		P	P								
Alternate #2	2025-2027	Barbara Nunneley (2025)		E	E								
Director	2025-2027	Del Knowler (2011)		P	P								
Director	2025-2027	Jim Lieber (2016)		P	P								
Director	2025-2027	Siobhan O'Brien (2022)		P	P								

All Terms are two (2) Years

P - Present

A - Absent

E - Excused - Staff Notified

	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26
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Planning & Zoning Commission (P&Z)

Position	Term	Commissioner											
Commissioner	2024-2026	Brenda Hoyt-Stenovich (2014)	NO MEETING	P									
Chair	2024-2026	Gloria McDonald (1998)		P									
Commissioner	2024-2026	Ralph Arment (1988)		P									
Alternate #1	2025-2026	Rick Lawrence (2023)		P									
Commissioner	2025-2027	Don Abernathy (2000)		P									
Vice Chair	2025-2027	Pat Adams (2022)		P									
Alternate #2	2025-2027	Rebecca Jenkins (2025)		P									

All Terms are two (2) Years

P - Present

A - Absent

E - Excused - Staff Notified

FY2026 Boards and Commission Attendance Report

Item D3.

	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26
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Bartonville Community Development Corporation (BCDC)												
Position	Term	Director										
Chair	2024-2026	Brenda Latham (2021)	P	NO MEETING	P							
Director	2024-2026	Laura Karbash - Smith (2025)	P		P							
Director	2024-2026	Laura Pittman (2025)	P		P							
Director	2024-2026	Scott Daum (2024)	A		P							
Director	2025-2027	Chad Carlson (2025)	P		P							
Director	2025-2027	Jan Deatherage (2025)	P		P							
Director	2025-2027	Vacant			P							

All Terms are two (2) Years

P - Present

A - Absent

E - Excused - Staff Notified

	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26
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Crime Control and Prevention District (CCPD)												
Position	Term	Director										
Director	2024-2026	Jim Murphy (2024)	P	NO MEETING								
Vice Chair	2024-2026	Johnny Jones (2012)	P									
Director	2024-2026	Lori Van Alstine (2014)	P									
Director	2024-2026	Steve Weiss (2023)	P									
Director	2025-2027	Chris Colbert (2011)	P									
Director	2025-2027	Jarod Root (2024)	P									
Chair	2025-2027	Jeff Grubb (2011)	P									

All Terms are two (2) Years

P - Present

A - Absent

E - Excused - Staff Notified

FY2026 Boards and Commission Attendance Report

Item D3.

10/14 11/3 12/1

Special Events Committee (SEC)

Position	Term	Committee Member	P	P	P											
Chair	2024-2026	Lori Van Alstine (2023)	P	P	P											
Vice Chair	2024-2026	Kathy Daum (2024)	P	P	P											
Member	2025-2027	CM Keith Crandall (2024)	P	P	P											
Member	2025-2027	CM Margie Arens (2023)	P	P	P											
Member	2024-2026	Donna Baumgartner (2024)	P	P	P											
Member	2024-2026	Randy Van Alstine)	P	P	P											
Member	2025-2027	Stephanie Phillips	P	P	P											

P - Present

A - Absent

E - Excused - Staff Notified



TOWN COUNCIL COMMUNICATION

DATE: January 20, 2026

FROM: Shannon Montgomery, Town Secretary

AGENDA ITEM: Consider approval of the December 16, 2025, Regular Meeting Minutes.

SUMMARY:

The Town Council held a Regular Meeting on December 16, 2025.

RECOMMENDED MOTION OR ACTION:

This item is included on the Consent Agenda and will be approved along with the other Consent Agenda items, unless removed for separate consideration.

ATTACHMENT:

- December 16, 2025, Regular Meeting Minutes

THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 16TH DAY OF DECEMBER 2025 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, Mayor Pro Tem/Place 2
Jim Roberts, Council Member Place 1
Clay Sams, Council Member Place 3
Keith Crandall, Council Member Place 4
Margie Arens, Council Member Place 5

Town Staff Present:

Kirk Riggs, Town Administrator/Chief of Police
Patricia Adams, Town Attorney
Shannon Montgomery, Town Secretary

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 was no Public Participation.

D. APPOINTED REPRESENTATIVE/LIAISON REPORTS

Council will receive and discuss the following reports:

1. Denton County Emergency Services District #1.

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

2. Police Department – November 2025 Statistics/Activities.

Town Administrator/Chief of Police Riggs summarized the monthly statistics/activities and addressed questions from Council.

3. Administration – November 2025 Reports: Financial, Animal Control and Code Enforcement, Engineering, Municipal Court, Permits, and Board Member Attendance.

Town Secretary Montgomery provided a summary of the monthly financials and addressed questions from Council.

Mayor Carrington thanked all the Red Kettle Bell Ringer volunteers for their time and support.

E. 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 November 18, 2025, Regular Meeting Minutes.

Motion made by Council Member Arens, seconded by Council Member Chapman, to APPROVE the Consent Agenda as presented.

VOTE ON THE MOTION

AYES: Chapman, Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

F. PUBLIC HEARINGS AND REGULAR ITEMS

Council Member Crandall recused himself from the dais at 6:46 pm.

1. Discuss and consider a Final Plat for High Plains at Furst Ranch, Phase 4B encompassing approximately 48.341 acres of property situated in the Pinson Wiles Survey, Abstract Number 1339, in the Extraterritorial Jurisdiction (ETJ) of the Town of Bartonville, Denton County, Texas. The property is located generally east of State Highway 377 between Keith Road and Smoot Lane. The applicant is GMcivil on behalf of the owner ARROYO CAP V-1 LLC. [Town of Bartonville File Number FP-2025-004] (The Planning & Zoning Commission recommended approval, with conditions, by a vote of 5-0 at its December 3, 2025, meeting.)

Motion made by Council Member Roberts, seconded by Council Member Chapman, to APPROVE a Final Plat for High Plains at Furst Ranch, Phase 4B encompassing approximately 48.341 acres of property situated in the Pinson Wiles Survey, Abstract Number 1339, in the Extraterritorial Jurisdiction (ETJ) of the Town of Bartonville, Denton County, Texas with the following conditions:

1. Town references shall be updated to reflect Town of Flower Mound, Town of Argyle or Town of Argyle ETJ, and Town of Bartonville or Town of Bartonville ETJ, verifying jurisdiction locations on Final Plat.
2. Denton County ESD 1 recommends approval of the Final Plat with the condition that emergency access in and out of the site meets the IFC code requirements and is maintained in a compliant manner on Tupelo Trail and Magnolia Lane.

VOTE ON THE MOTION

AYES: Chapman, Roberts, Sams, and Arens

NAYS: None

VOTE: 4-0

Council Member Crandall returned to the dais at 6:59 pm.

2. Discuss and consider approval of a Resolution accepting the Town's Investment Policy for Fiscal Year 2025-2026.

Motion made by Council Member Crandall, seconded by Council Member Sams, to APPROVE a Resolution accepting the Town's Investment Policy for Fiscal Year 2025-2026 as presented.

VOTE ON THE MOTION

AYES: Chapman, Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

3. Discuss and consider approval of a Planning Services Agreement for On-Call Planning Services between the Town of Bartonville and Ratcliff Planning Consultants, LLC beginning January 1, 2026 through September 30, 2026; and authorize the Town Administrator to execute same on behalf of the Town.

Motion made by Council Member Chapman, seconded by Council Member Roberts, to APPROVE a Planning Services Agreement for On-Call Planning Services between the Town of Bartonville and Ratcliff Planning Consultants, LLC beginning January 1, 2026 through September 30, 2026; and authorize the Town Administrator to execute same on behalf of the Town.

VOTE ON THE MOTION

AYES: Chapman, Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

G./H. CLOSED SESSION / RECONVENE INTO OPEN MEETING

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:04 pm and reconvened into open session at 7:55 pm in accordance with the Texas Government Code regarding:

1. Section 551.071 (1) and (2) Consultation with Attorney. Private consultation to seek the advice of the Town Attorney about pending or contemplated litigation or a settlement offer and to consult with the Town Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: claims and liabilities; intergovernmental agreements

Mayor Carrington stated there would be no action taken on the Closed Session.

I. FUTURE ITEMS

Discussion only, no action taken.

J. ADJOURNMENT

Mayor Carrington declared the meeting adjourned at 7:55 pm.

APPROVED this the 20th day of January 2026.

APPROVED:

Jaclyn Carrington,
Mayor

ATTEST:

Shannon Montgomery, TRMC,
Town Secretary

DRAFT



TOWN COUNCIL COMMUNICATION

DATE: January 20, 2026

FROM: Shannon Montgomery, Town Secretary

AGENDA ITEM: Discuss and consider approval of an Ordinance of the Town Council of the Town of Bartonville ordering a Joint General Election to be held on May 2, 2026, for the purpose of electing one mayor, and two council members, places 2 and 4, for two-year terms each; providing for a joint election services agreement with Denton County and authorizing the Mayor to execute necessary documents for the conduct of the election on behalf of the Town.

SUMMARY:

State law requires the General Election to be held on the first Saturday in May, which is May 2, 2026. Offices to be filled in this election include Mayor, Town Council Place 2, and Town Council Place 4.

Pursuant to Section 271.002 of the Texas Election Code, the Town's election will be conducted jointly with other political subdivisions within Denton County. The proposed ordinance establishes the May 2, 2026, election date and authorizes participation in a joint election services agreement with Denton County. Denton County will designate all early voting and election day polling locations after confirming all entities participating in the May 2, 2026, General Election.

FISCAL IMPACT:

Estimated Cost: \$10,000–\$14,000

The Town will enter into a joint election services agreement with Denton County, under which election costs will be shared among all participating entities. Denton County anticipates distributing the final joint election services agreement to participating entities in mid-April. Actual costs will depend on the total number of entities participating in the joint election.

RECOMMENDED MOTION OR ACTION:

Move to approve an Ordinance of the Town Council of the Town of Bartonville ordering a General Election to be held on May 2, 2026, for the purpose of electing one mayor, and two council members, places 2 and 4, for two-year terms each; providing for a joint services contract with Denton County and authorizing the Mayor to execute the joint services contract on behalf of the Town.

ATTACHMENT:

- Draft Ordinance

TOWN OF BARTONVILLE, TEXAS
ORDINANCE NO. 793-26

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, AUTHORIZING AND CALLING A JOINT GENERAL ELECTION TO BE HELD ON MAY 2, 2026, AND IF REQUIRED A RUNOFF ELECTION ON JUNE 13, 2026, FOR THE PURPOSE OF ELECTING ONE MAYOR AND TWO COUNCIL MEMBERS, PLACES 2 AND 4, FOR TWO-YEAR TERMS EACH; PRESCRIBING THE TIME AND DESIGNATING THE LOCATIONS AND MANNER OF CONDUCTING THE ELECTION TO BE IN ACCORDANCE WITH THE JOINT ELECTION SERVICES AGREEMENT WITH DENTON COUNTY; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Bartonville, Texas (the "Town") is a Type A general law municipality located in Denton County, Texas, created in accordance with the provisions of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, Section 22.003 of the Texas Local Government Code provides that an election for officers of Type A general law municipality shall be held annually on an authorized uniform election day; and

WHEREAS, Section 41.001 of the Texas Election Code (the "Code") establishes the first Saturday of May as a uniform election day for the purposes of conducting a general election; and

WHEREAS, Section 3.004(b) of the Code provides that the governing body of a municipality shall be the authority to order a general election for electing municipal officers; and

WHEREAS, the Town Council finds that it is in the public interest to enter into a joint election agreement and election services contract with Denton County to provide the most efficient and convenient voting opportunities; and

WHEREAS, the intention of the Town Council, via adoption of this Ordinance, is to call an election, designate a polling place, appoint necessary election officers, establish procedures for conducting the election, and authorize the Mayor to execute joint election agreement whereby the general election will be administered by the Denton County Elections Administrator; and

WHEREAS, in accordance with Section 271.002 of the Code, the Town General Election will be conducted jointly with other political subdivisions of Denton County, Texas.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, THAT:

SECTION 1

The facts, findings, and recitations contained in the above preamble of this Ordinance are hereby incorporated herein for all purposes.

SECTION 2

The Town Council hereby calls and orders a joint general election to be held on May 2, 2026, with election day voting between the hours of 7:00 a.m. and 7:00 p.m. for the purpose of electing one Mayor, and two Council Members to Places 2 and 4, for two-year terms each on the Bartonville Town Council. Such election shall be conducted in accordance with the provisions of the Code and held pursuant to the joint election agreement with Denton County.

SECTION 3

Eligible persons wishing to file as candidates must file an application with the Town Secretary of the Town of Bartonville at 1941 E. Jeter Rd., Bartonville, Texas, 76226, and may do so beginning at 9:00 a.m., January 14, 2026, and continuing through February 13, 2026, until 5:00 p.m. Each application shall be on a form meeting the requirements of Section 141.031 of the Code. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the Town Secretary. Notice of the time and place for such drawing shall be given in accordance with State Law.

SECTION 4

Prior to the election, the Town anticipates that it will enter into an agreement for election services with Denton County (the "Election Agreement"). The Mayor is hereby authorized to execute the Election Agreement with Denton County for the conduct of the election in accordance with Chapter 31, Subchapter D of the Code and other applicable statutes and laws, a copy of which Election Agreement shall be incorporated herein as **Exhibit "A"** upon its final approval and execution by the Mayor.

The Mayor, or designee, is authorized to amend or supplement the Election Agreement as necessary for the administration of the general election to the extent required for the general election to be conducted in an efficient and legal manner as determined by the Election Administrator and in accordance with the Code. In the event of a conflict between this Ordinance and the Election Agreement, the Election Agreement shall control.

SECTION 5

In accordance with Sections 31.097 and 271.006 of the Texas Election Code, Frank Phillips, Denton County Election Administrator, shall be appointed to serve as the Early Voting Clerk and his permanent county employees are appointed as deputy early voting clerks.

Frank Phillips, Early Voting Clerk
Denton County Elections
701 Kimberly Drive, Suite A101
Denton, Texas 76208

Applications for ballots by mail must be received no later than the close of business on Monday, April 20, 2026.

SECTION 6

Early Voting by personal appearance will be held jointly with other Denton County public entities at Denton County's Main Early Voting Site located at the Denton County Administration Building, 701 Kimberly Drive, Denton, Texas 76208 beginning on April 20, 2026, and continuing through April 29, 2026, at the dates and times set forth below:

**Denton County Administration Building
701 Kimberly Drive, Denton, TX 76208**

<u>Date</u>	<u>Time</u>
Monday, April 20, 2026	8:00 am – 5:00 pm
Tuesday, April 21, 2026	No Voting – San Jacinto Day
Wednesday, April 22 – Saturday, April 25, 2026	8:00 am – 5:00 pm
Sunday, April 26, 2026	11:00 am – 5:00 pm
Monday, April 27 – Tuesday, April 28, 2026	7:00 am – 7:00 pm

Additional early voting locations or changes to early voting locations as identified in the Election Agreement or other document issued by the Denton County Elections Administrator following execution of this Agreement shall be incorporated herein by reference without additional action of the Town Council.

SECTION 7

The polling place for Precinct 4027 within the corporate limits of the Town of Bartonville will be located at a location determined by the Denton County Elections Administrator to be identified in the Election Agreement. The polls for said election day shall be open from 7:00 am – 7:00 pm unless otherwise provided by State law.

SECTION 8

The election materials as outlined in Chapter 272 of the Code, shall be printed in both English and Spanish for use at the polling places and for early voting for said election.

SECTION 9

The Mayor is authorized to sign the Order of Election and Notice of General Election. The Notice of General Election shall be published in accordance with the provisions of the Code. The Town Secretary, in consultation with the Town Attorney, is hereby authorized and directed to take any and all actions necessary to comply with the provisions of federal and state law in conducting the election, whether or not expressly authorized herein.

SECTION 10

Election officials for the election shall be appointed by Denton County as authorized by Chapter 271 of the Code.

SECTION 11

Voting shall be conducted using Denton County's voting system. All expenditures necessary to conduct the election, the purchase of materials, and the employment of all election officials are hereby authorized and shall be conducted in accordance with the Code.

SECTION 12

The election shall be conducted pursuant to the Constitution of the State of Texas and the Code, and all resident qualified voters of the Town shall be eligible to vote in the election.

SECTION 13

In the event that no candidate receives a majority of votes for an office, there shall be a run-off election held on June 13, 2026.

SECTION 14

The Mayor and the Town Secretary, in consultation with the Town Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code in carrying out and conducting the election, whether or not expressly authorized herein.

SECTION 15

If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the Town Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 16

This Ordinance shall be in full force and effect upon passage.

AND IT IS SO ORDAINED.

PASSED AND APPROVED by the Town Council of the Town of Bartonville, Texas, on this the 20th day of January 2026.

APPROVED:

Jaclyn Carrington, Mayor

ATTEST:

Shannon Montgomery, TRMC, Town Secretary