



COMMUNITY DEVELOPMENT CORPORATION MEETING AGENDA

September 11, 2024 at 6:00 PM

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

A. CALL MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

The purpose of this item is to allow citizens an opportunity to address the BCDC Board on issues that are not the subject of a public hearing. Items which require a public hearing will allow citizens or visitors to speak at the time that item is introduced on the agenda. No formal action can be taken by the Board on items that are not posted on the agenda.

D. REGULAR ITEMS

1. Consider approval of the August 14, 2024, Bartonville Community Development Corporation Regular Meeting Minutes.
2. Discuss and consider potential marketing options.
3. Old Town Landscaping and Maintenance Update.
4. Town Hall Property Improvements Subcommittee Update.
5. Discussion of Financial Report Ending August 2024.
6. Discussion of development activity (new businesses, prospective businesses, expansion of businesses).

E. FUTURE ITEMS

F. ADJOURNMENT

The Bartonville Community Development Corporation reserves the right to adjourn into a closed meeting or executive session as authorized by Texas Government Code, Sections 551.001, et seq. (the Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.088 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: Thursday, September 5, 2024, prior to 4:00 PM

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



COMMUNITY DEVELOPMENT CORPORATION COMMUNICATION

DATE: September 11, 2024

FROM: Shannon Montgomery, Town Secretary

AGENDA ITEM: Consider approval of the August 14, 2024, Bartonville Community Development Corporation Regular Meeting Minutes.

SUMMARY:

Minutes from August 14, 2024, Regular Bartonville Community Development Corporation Meeting.

STAFF RECOMMENDATION:

Approve as presented.

EXHIBITS:

- August 14, 2024, Regular Bartonville Community Development Corporation Meeting Minutes.

THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MET IN REGULAR SESSION ON THE 14TH DAY OF AUGUST 2024, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING DIRECTORS PRESENT, CONSTITUTING A QUORUM:

Randy Van Alstine, Chair
Terry Rock, Vice Chair
Jennifer Buck, Director
Lacy Burrhus, Director *arrived at 6:06 pm*
Scott Daum, Director
Jim Langford, Director
Brenda Latham, Director

Town Staff Present:

Thad Chambers, Town Administrator
Shannon Montgomery, Town Secretary

A. CALL MEETING TO ORDER

Chair Van Alstine called the meeting to order at 6:01 pm.

B. PLEDGE OF ALLEGIANCE

Chair Van Alstine led the Pledge of Allegiance.

C. PUBLIC PARTICIPATION

The purpose of this item is to allow citizens an opportunity to address the BCDC Board on issues that are not the subject of a public hearing. Items which require a public hearing will allow citizens or visitors to speak at the time that item is introduced on the agenda. No formal action can be taken by the Board on items that are not posted on the agenda.

There was no public participation.

Newly appointed Director Daum introduced himself and everyone welcomed him to the Board.

D. REGULAR ITEMS

1. Consider approval of the July 10, 2024, Bartonville Community Development Corporation Regular Meeting Minutes.

Motion made by Director Latham, seconded by Director Rock, to approve the July 10, 2024, Bartonville Community Development Corporation Regular Meeting Minutes as presented. Motion carried unanimously.

2. Discuss and consider potential marketing options.

The Board discussed potential options, including marketing magazines and business bingo during the Holidays. Director Buck to research marketing magazine pricing.

Discussion only; no action taken.

3. Old Town Landscaping and Maintenance Update.

The consensus of the Board was to move forward with the polishing of the horses in the amount of \$4,000.

4. Town Hall Property Improvements Subcommittee Update.

Chair Van Alstine and Town Administrator Chambers updated the Board and addressed questions.

5. Discussion of Financial Report Ending July 2024.

Town Administrator Chambers provided a summary of the financial report ending July 2024 and addressed questions from Directors.

6. Discussion of development activity (new businesses, prospective businesses, expansion of businesses).

Discussion only, no action taken.

E. FUTURE ITEMS

Discussion only, no action taken.

F. ADJOURNMENT

Chair Van Alstine adjourned the meeting at 6:41 pm.

APPROVED this the 11th day of September 2024.

APPROVED:

Randy Van Alstine, Chair

ATTEST:

Shannon Montgomery, TRMC, Town Secretary



COMMUNITY DEVELOPMENT CORPORATION COMMUNICATION

DATE: September 11, 2024
FROM: Thad Chambers, Town Administrator
AGENDA ITEM: Discussion of Financial Report Ending August 2024.

Summary:

Monthly Report August 2024.

Exhibits:

- August 2024 Income and Expense Report.

Town of Bartonville
 Revenue And Expense Report
 As of August 31, 2024

9/4/2024

Item D5.

800 - Bartonville Community Development	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	17,185.77	145,763.88	145,000.00	(763.88)	(0.53%)	229,804.99	239,974.79
Revenue Totals	<u>17,185.77</u>	<u>145,763.88</u>	<u>145,000.00</u>	<u>(763.88)</u>	<u>-0.53%</u>	<u>229,804.99</u>	<u>239,974.79</u>
Expense Summary							
10-Administration	265.85	286,196.28	397,725.00	111,528.72	28.04%	144,699.04	146,812.08
90-Transfers	0.00	37,690.60	0.00	(37,690.60)	0.00%	20,000.00	20,000.00
Expense Totals	<u>265.85</u>	<u>323,886.88</u>	<u>397,725.00</u>	<u>73,838.12</u>	<u>18.57%</u>	<u>164,699.04</u>	<u>166,812.08</u>
Revenues Over(Under) Expenditures	<u>16,919.92</u>	<u>(178,123.00)</u>	<u>(252,725.00)</u>	<u>0.00</u>	<u>0.00%</u>	<u>65,105.95</u>	<u>73,162.71</u>

Town of Bartonville
 Revenue and Expense Report
 As of August 31, 2024

9/4/2024

Item D5.

800 - Bartonville Community Devel Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
-							
<u>Sales & Mixed Beverage Tax</u>							
-4025 Sales Tax Revenue	14,270.11	109,340.44	120,000.00	10,659.56	8.88%	183,903.63	190,476.98
Total Sales & Mixed Beverage Tax	<u>14,270.11</u>	<u>109,340.44</u>	<u>120,000.00</u>	<u>10,659.56</u>	<u>8.88%</u>	<u>183,903.63</u>	<u>190,476.98</u>
<u>Other/Transfer</u>							
-4250 Interest Earned	2,915.66	36,423.44	25,000.00	(11,423.44)	(45.69%)	45,901.36	49,497.81
Total Other/Transfer	<u>2,915.66</u>	<u>36,423.44</u>	<u>25,000.00</u>	<u>(11,423.44)</u>	<u>(45.69%)</u>	<u>45,901.36</u>	<u>49,497.81</u>
Total	<u>17,185.77</u>	<u>145,763.88</u>	<u>145,000.00</u>	<u>(763.88)</u>	<u>(0.53%)</u>	<u>229,804.99</u>	<u>239,974.79</u>
Total Revenue	<u>17,185.77</u>	<u>145,763.88</u>	<u>145,000.00</u>	<u>(763.88)</u>	<u>(0.53%)</u>	<u>229,804.99</u>	<u>239,974.79</u>

Town of Bartonville
 Revenue and Expense Report
 As of August 31, 2024

9/4/2024

Item D5.

800 - Bartonville Community Development Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
10-Administration							
<u>Supplies</u>							
10-5147 Computer Software	0.00	0.00	1,000.00	1,000.00	100.00%	4,000.00	4,000.00
10-5158 Copier/Printing Expense and Supplies	0.00	0.00	500.00	500.00	100.00%	0.00	382.26
Total Supplies	0.00	0.00	1,500.00	1,500.00	100.00%	4,000.00	4,382.26
<u>Contracted Service</u>							
10-5149 Consulting Fees	0.00	3,000.00	25,000.00	22,000.00	88.00%	2,500.00	2,500.00
10-5381 Legal	0.00	752.50	6,000.00	5,247.50	87.46%	1,995.00	2,031.00
10-5488 Traffic Study	0.00	7,548.14	6,100.00	(1,448.14)	(23.74%)	5,400.00	5,400.00
Total Contracted Service	0.00	11,300.64	37,100.00	25,799.36	69.54%	9,895.00	9,931.00
<u>Other</u>							
10-5280 Grant Expenses	0.00	243,500.00	243,500.00	0.00	0.00%	82,400.00	82,400.00
10-5289 Marketing	0.00	8,699.50	14,500.00	5,800.50	40.00%	22,740.41	22,740.41
10-5514 Postage	0.00	0.00	625.00	625.00	100.00%	0.00	0.00
10-5520 Professional Development	0.00	0.00	500.00	500.00	100.00%	150.00	150.00
Total Other	0.00	252,199.50	259,125.00	6,925.50	2.67%	105,290.41	105,290.41
<u>Maintenance</u>							
10-5480 Old Town Improvements	(1,350.00)	2,164.00	50,000.00	47,836.00	95.67%	0.00	0.00
10-5481 Old Town Maintenance & Repairs	1,615.85	10,532.14	40,000.00	29,467.86	73.67%	25,513.63	27,208.41
Total Maintenance	265.85	12,696.14	90,000.00	77,303.86	85.89%	25,513.63	27,208.41
<u>Salary & Benefits</u>							
10-5627 Salary to Town	0.00	10,000.00	10,000.00	0.00	0.00%	0.00	0.00
Total Salary & Benefits	0.00	10,000.00	10,000.00	0.00	0.00%	0.00	0.00

Town of Bartonville
 Revenue and Expense Report
 As of August 31, 2024

9/4/2024

Item D5.

800 - Bartonville Community Devel Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Total Administration	265.85	286,196.28	397,725.00	111,528.72	28.04%	144,699.04	146,812.08
90-Transfers							
Transfer							
90-5999 Transfers Out	0.00	37,690.60	0.00	(37,690.60)	0.00%	20,000.00	20,000.00
Total Transfer	0.00	37,690.60	0.00	(37,690.60)	0.00%	20,000.00	20,000.00
Total Transfers	0.00	37,690.60	0.00	(37,690.60)	0.00%	20,000.00	20,000.00
Total Expense	265.85	323,886.88	397,725.00	73,838.12	18.57%	164,699.04	166,812.08