



SPECIAL EVENTS ADVISORY COMMITTEE MEETING AGENDA

December 03, 2024 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 November 12, 2024 Regular Meeting Minutes.
2. Discussion of Christmas tree lighting celebration.

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: November 26, 2024 prior to 4:00 PM

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE December 3, 2024

FROM: Andrea Carpenter, Deputy Town Secretary

AGENDA ITEM: Discuss and consider approval of the November 12, 2024 Regular Meeting Minutes.

SUMMARY:

The Special Events Committee held a meeting on November 12, 2024.

RECOMMENDED MOTION OR ACTION:

Approve the November 12, 2024 Special Events Committee Meeting Minutes.

ATTACHMENTS:

- November 12, 2024 Special Events Committee Meeting Minutes.

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 12th DAY OF NOVEMBER 2024, 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
Sean Stenovitch, Committee Member
Randy Van Alstine, Committee Member

Town Staff Present:

Kirk Riggs, Chief of Police/Acting 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 October 22, 2024 meeting minutes.

Motion made by Committee Member Crandall, seconded by Committee Member Van Alstine to approve the October 22, 2024 meeting minutes as presented. Motion carried unanimously.

2. Discussion of Christmas tree lighting celebration.

The Committee discussed logistics for setting up the tree, as well as how many volunteers were needed for both setup and the event. Chair Van Alstine reviewed the event spreadsheet to ensure that all items were covered. An order for postcards and signs was approved, and options for Santa's arrival were considered.

E. ADJOURNMENT

Chair Van Alstine adjourned the meeting at 5:50 p.m.

APPROVED this the 3rd day of December 2024.

APPROVED:

Lori Van Alstine, Chair

ATTEST:

Andrea Carpenter, Deputy Town Secretary

DRAFT