



SPECIAL EVENTS COMMITTEE AGENDA

June 06, 2023 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

D. REGULAR ITEMS

- 1.** Consider approval of the May 2, 2023, meeting minutes.
- 2.** Discussion on the Town's 50th Anniversary Celebration.
- 3.** Discussion on Christmas Tree Lighting event/celebration.

E. ADJOURNMENT

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: June 2, 2023 at 2:00 PM

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE HELD ON THE 2nd DAY OF MAY 2023, AT BARONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, AT 6:30 P.M.

Item D1.

The Special Events Advisory Committee met in a meeting with the following members present:

Keith Crandall, Councilmember Place 4
Randy Van Alstine
Lori Van Alstine
Brenda Brown
Melissa DeWitt, Alternate

With the following member(s) absent:

Jim Roberts, Councilmember Place 1
Sean Stenovitch

Also present: Thad Chambers, Town Administrator.

A. CALL TO ORDER

Randy Van Alstine called the meeting to order at 6:30 p.m.

B. PUBLIC PARTICIPATION

There was none.

C. REGULAR ITEMS

1. Consider approval of the April 11, 2023, meeting minutes.

Lori Van Alstine moved to approve the April 11, 2023, meeting minutes. The motion was seconded by Councilman Crandall. The motion carried 5 to 0.

2. Discussion on the Town's 50th Anniversary Celebration.

Location: Update from Mayor Carrington:

Mayor Carrington updated the committee on discussions with private property owners regarding holding the event on their property. She also mentioned that Denton County would not have the recently purchased event center in Copper Canyon ready for rental by October.

3. Discussion on Christmas Tree Lighting event/celebration:

The committee discussed the possibility of partnering with the Bartonville Town Center on this event.

F. ADJOURNMENT

Randy Van Alstine adjourned the meeting at 7:41 p.m.

APPROVED this the 17th day of May 2023.

Approved:

Randy Van Alstine, Chair

Attest:

Thad Chambers, Town Administrator



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE June 6, 2023

FROM: Thad Chambers, Town Administrator

AGENDA ITEM: Discussion on the Town's 50th Anniversary Celebration.

SUMMARY:

This item is to continue discussion of the 50th Anniversary Celebration.

Location: At the prior meeting the Committee discussed locations and the consensus was to block E. Jeter adjacent to Town Hall and hold the event there. Discussions with private property owners failed to produce a viable alternative due primarily to potential liability concerns.

Event Theme: The Committee agreed on an Old-Fashioned Country Fair theme and discussed the types of activities to have which included the following:

- Car/Truck Show with trunk-or-treat
- Food Vendors
- Cake Walk
- Live Music
- Face Painting
- Hayride
- Balloon Artist
- Bounce House
- Waterslide
- Time Capsule
- Honoring the founding fathers of Bartonville

Assignments: The Town Administrator was tasked with sending out the current business list for the Town. The Committee also assigned several tasks to committee members including:

- Save the Date Notice – Lori Van Alstine
- Task List Plan – Council Member Roberts

Attachments:

- Current "Save the Date" design
- Current task list

Save the Date

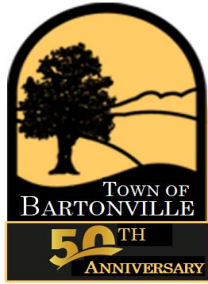
Bartonville
Golden Anniversary Celebration

50th

Location: Bartonville Town Hall
Date: Saturday, October 28, 2023
12PM – 4PM

Sponsorships Available
For more information: 817-693-5280

Item D2.



October 28,2023

Near Bartonville Town Hall

TASKS	OWNER(S)	STATUS	COST
ENTERTAINMENT			
Book Band	Jim Roberts		
Procure Stage	Jim Roberts		\$ -
Procure PA System	Jim Roberts		
Setup Moderator and Panel			
FOOD & BEVERAGE			
Brenda Brown Catering	Brenda Brown		
Invite local restaurants to setup/donate			
Bartonville Store			
Marty B's			
Marty B's Coffee			
Trio's			
Kroger's			
Dutch Bros			
Dickey's			
MARKETING			
Signs & Postcards	Margie Arens		
Mailer			
emails and town website			
ACTIVITIES			
Car show/Trunk or Treat	Jim Roberts		
Cake Walk			
Bounce House			
Face Painting			
Other games/activities?			
OTHER			
Time Capsule	Crandalls		
T-Shirts?	Jim Roberts		
TOTAL			\$ -



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE June 6, 2023

FROM: Thad Chambers, Town Administrator

AGENDA ITEM: Discussion on Christmas Tree Lighting event/celebration.

SUMMARY:

Discussion continues on a viable location for a Christmas Tree lighting event.