



SPECIAL EVENTS ADVISORY COMMITTEE MEETING AGENDA

October 10, 2023 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

D. REGULAR ITEMS

1. Discuss and consider approval of the September 25, 2023 Regular Meeting Minutes.
2. Discussion of the Town's 50th Anniversary Celebration.
3. Discussion of Christmas Tree Lighting Celebration.
4. Discussion of the 2024 Memorial Day 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: October 6, 2023 at 2:45 PM

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, *Title:* _____



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE October 10, 2023

FROM: Andrea Carpenter, Deputy Town Secretary

AGENDA ITEM: Discuss and consider approval of the September 25, 2023 Regular Meeting Minutes.

SUMMARY:

The Special Events Committee held a meeting on September 25, 2023.

RECOMMENDED MOTION OR ACTION:

Approve the September 25, 2023 Special Events Committee Meeting Minutes.

ATTACHMENTS:

- September 25, 2023 Special Events Committee Meeting Minutes.

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 25TH DAY OF SEPTEMBER 2023, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSITUTING A QOURUM:

Margie Arens, Committee Member/Council Member Place 5
 Brenda Brown, Committee Member
 Melissa DeWitt, Alternate
 Sean Stenovitch, Committee Member
 Lori Van Alstine, Committee Member
 Randy Van Alstine, Chair

Committee Member Absent:

Jim Roberts, Committee Member/Councilmember Place 1

Town Staff Present:

Thad Chambers, Town Administrator
 Andrea Carpenter, Deputy Town Secretary

A. CALL MEETING TO ORDER

Chair Van Alstine called the meeting to order at 5:02 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.

Mayor Jaclyn Carrington thanked the Committee for their time and commitment, and offered to participate in the event as much or as little as they would like.

D. REGULAR ITEMS

1. Discuss and consider approval of the September 6, 2023 meeting minutes.

Motion made by Committee Member Arens, seconded by Committee Member Van Alstine to approve the September 6, 2023 meeting minutes as presented. Motion carried unanimously.

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

An inclement weather plan was discussed: the committee would decide the day prior to the event if it needed to be cancelled, or re-scheduled to Spring 2024. The committee walked the event area and settled on placement for each activity. It was determined that the Mayor would open the event and read a Proclamation that would be approved by Council to go in the time capsule. Blocking Jeter Road was discussed, as was parking. The committee agreed that post cards would be mailed to residents to invite them to the celebration.

3. Discussion of Christmas Tree Lighting Celebration.

It was determined that the Mayor would welcome everyone to the event and turn the lights on. It was settled that the tree would be delivered on October 7, and the date of the Celebration would be December 2. The location of the tree on the site was discussed, and it was decided that the church would set up additional trees and the Christmas story. It was settled that hot chocolate would be served as refreshment.

4. Discussion of the 2024 Memorial Day Celebration.

It was determined that discussion of the 2024 Memorial Day Celebration would take place at the next meeting.

E. ADJOURNMENT

Randy Van Alstine adjourned the meeting at 6:49 p.m.

APPROVED this the 10th day of October 2023.

APPROVED:

ATTEST:

Randy Van Alstine, Chair

Andrea Carpenter, Deputy Town Secretary