



## SPECIAL EVENTS COMMITTEE AGENDA

June 09, 2026 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 May 6, 2026, Regular Meeting Minutes.
2. Recap discussion of the 2026 Spirit Day Celebration.
3. Discussion regarding the planning of the 2027 Spirit Day Celebration.
4. Discuss and consider additional location(s) to set up flags.
5. Discuss fiscal year 2025-2026 remaining budget, begin planning for fiscal year 2026-2027.
6. Schedule next meeting.

### 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/ Shannon Montgomery, Town Secretary

Posted: Wednesday, June 3, 2026, prior to 4:00 pm.

Agenda Removed from Town of Bartonville Bulletin Board on: \_\_\_\_\_

By: \_\_\_\_\_, Title: \_\_\_\_\_



# SPECIAL EVENTS COMMITTEE COMMUNICATION

---

**DATE:** June 3, 2026

**FROM:** Shannon Montgomery, Town Secretary

**AGENDA ITEM:** Discuss and consider approval of May 6, 2026, Regular Meeting Minutes.

---

**SUMMARY:**

The Special Events Committee held a Regular Meeting on May 6, 2026.

**RECOMMENDED MOTION OR ACTION:**

Approve the May 6, 2026, Special Events Meeting Minutes as presented.

**ATTACHMENT:**

- May 6, 2026, Meeting Minutes

**THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 6TH DAY OF MAY 2026, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QUORUM:**

Lori Van Alstine, Chair  
Margie Arens, Committee Member  
Kathy Daum, Vice Chair (*arrived at 5:01 pm*)  
Keith Crandall, Committee Member  
Stephanie Phillips, Committee Member  
Randy Van Alstine, Committee Member

*Committee Members Absent:*

Donna Baumgarner, Committee Member

*Town Staff Present:*

Jeff Ashabranner, Chief of Police  
Shannon Montgomery, Town Secretary  
Katarina Fowler, Permit Technician

**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 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.*

There was no public participation.

**D. REGULAR ITEMS**

**1. Discuss and consider approval of the April 22, 2026, Regular Meeting Minutes.**

Motion made by Committee Member Van Alstine, seconded by Committee Member Crandall, to approve the April 22, 2026, meeting minutes as presented. Motion carried unanimously.

**2. Discussion regarding the Spirit Day Celebration.**

The Committee reviewed the task list, noted completed items, and discussed costs.

**3. Discuss retention of items being kept in the storage facility.**

Consensus of the Committee was to remove old items and only keep what can be used for future events.

**4. Discuss fiscal year 2025-2026 remaining budget, begin planning for fiscal year 2026-2027.**  
Committee Member Van Alstine will research local storage facility costs and bring the information to the Committee. Committee members are to think about future items needed for both events and bring ideas to the next meeting.

**5. Schedule next meeting.**  
Next meeting scheduled for Tuesday, June 9, 2026, at 5:00 pm to recap the 2026 Spirit Day Event, start planning 2027 Spirit Day Event, and continue budget discussions.

**E. ADJOURNMENT**  
Chair Van Alstine adjourned the meeting at 5:47 pm.

**APPROVED this the 9th day of June 2026.**

**APPROVED:**

---

Lori Van Alstine,  
Chair

**ATTEST:**

---

Shannon Montgomery, TRMC  
Town Secretary



## SPECIAL EVENTS COMMITTEE COMMUNICATION

---

**DATE:** June 3, 2026

**FROM:** Lori Van Alstine, Chair

**AGENDA ITEM:** Discuss fiscal year 2025-2026 remaining budget, begin planning for fiscal year 2026-2027.

---

### **SUMMARY:**

The Special Events Committee conducted a budget discussion during its May 6, 2026, meeting. During the discussion, Committee Member Van Alstine indicated he would research local storage facility options to determine whether more cost-effective alternatives are available.

The Committee also discussed future event needs and agreed that each member would consider potential purchases that could be made using the remaining Fiscal Year 2026 funds to support upcoming events.

### **RECOMMENDED MOTION OR ACTION:**

Discuss the various storage options and other items needed for future events.

### **ATTACHMENT:**

- Email regarding storage options

**From:** [Shannon Montgomery](#)  
**Bcc:** [special events](#)  
**Subject:** FW: Drive up storage  
**Date:** Saturday, May 9, 2026 2:06:00 PM

---

Good afternoon Special Events Committee Members –

Please see Randy's email below regarding storage facilities.

---

????

I have reached out to several local storages. The only one I can find with a drive up/climate-controlled space is the Yellow Door Storage in Lantana  
The monthly cost is \$225 + \$9 insurance cost total of \$234 for a 10X15 **They have none available and we would be on a list until one opened up** they also have a 5x6 but that is not large enough.

Current monthly storage cost \$140 month

I reached out to the locations listed below (none had drive up climate controlled spaces) 4 of the 5 said the only drive-up climate controlled units they were aware of were at the Yellow Door Lantana.

Advantage Storage Highland Village  
Public Storage Highland Village  
Preferred Storage Double Oak  
Storage Depot Flower Mound  
Extra Space Flower Mound

Can you please share with the committee.

Thanks,

Randy

---

Have a great weekend!

Sincerely,  
*Shannon*