



SPECIAL EVENTS ADVISORY COMMITTEE MEETING AGENDA

December 01, 2025 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 3, 2025 Regular Meeting Minutes.
2. Discussion of Christmas tree lighting celebration.
3. 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/ Andrea Carpenter, Deputy Town Secretary

Posted: November 19, 2025 prior to 4:00 PM

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE December 1, 2025

FROM: Andrea Carpenter, Deputy Town Secretary

AGENDA ITEM: Discuss and consider approval of the November 3, 2025 Regular Meeting Minutes.

SUMMARY:

The Special Events Committee held a meeting on November 3, 2025.

RECOMMENDED MOTION OR ACTION:

Approve the November 3, 2025 Special Events Committee Meeting Minutes.

ATTACHMENTS:

- November 3, 2025 Special Events Committee Meeting Minutes.

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 3rd DAY OF NOVEMBER 2025, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:

Lori Van Alstine, Chair
Kathy Daum, Vice Chair
Margie Arens, Committee Member/Council Member Place 5
Keith Crandall, Committee Member/Council Member Place 4
Randy Van Alstine, Committee Member
Donna Baumgarner, Committee Member
Stephanie Phillips, Committee Member

Committee Member Absent:

Town Staff Present:

Shannon Montgomery, Town Secretary
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 14, 2025 meeting minutes.

Motion made by Committee Member Crandall, seconded by Committee Member Daum to approve the October 14, 2025 meeting minutes as presented. Motion carried unanimously.

2. Discussion of Christmas Tree Lighting celebration.

The Committee discussed the logistics of setting up the tree and storing it after takedown. Additional decorations were considered, and all purchases were finalized.

3. Schedule next meeting.

The Committee scheduled the next meeting for December 1, 2025, at 5:00pm.

E. ADJOURNMENT

Chair Van Alstine adjourned the meeting at 6:00 p.m.

APPROVED this the 1st day of December 2025.

APPROVED:

ATTEST:

Lori Van Alstine, Chair

Andrea Carpenter, Deputy Town Secretary