



AGENDA

BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING

October 9, 2019

BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TX 76226

6:30 P.M.

A. CALL TO ORDER

B. PUBLIC PARTICIPATION

If you wish to address the Board, please fill out a "Public Meeting Appearance Card" and present it to the Board Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Board 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 Board during the Citizen Comments portion of the meeting or when the item is considered by the CDC Board.

C. ELECTION OF OFFICERS

1. Discuss and consider nominations and the election of Chair.
2. Discuss and consider nominations and the election of Vice-Chair.
3. Discuss and consider nominations and election of Treasurer.
4. Discuss and consider nominations and election of Secretary.

D. ITEMS

1. Consider approval of the August 14, 2019, meeting minutes.
2. Consider approval of the September 3, 2019, annual meeting minutes.
3. Review Financial Report ending September 2019.
4. Discussion on Business Retention and Expansion (BRE) survey.
5. Discussion on Pedestrian Walkway Project between Bartonville Town Hall and the Bartonville Store.
6. Update on development activity (new businesses, prospective businesses, expansion of businesses).
7. Discussion on marketing, promotional items, and advertising of local businesses.

D. ADJOURNMENT

I hereby certify that the above agenda was duly posted on the Town Hall Bulletin Board on Wednesday, October 2, 2019, at 6:30 p.m.

Tammy Dixon, Town Secretary

The Corporation reserves the right to reconvene, recess, or realign the order of business at any time prior to adjournment.

**THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING
HELD ON THE 14th DAY OF AUGUST 2019, AT BARTONVILLE TOWN HALL, 1941 E.
JETER ROAD, IN THE TOWN OF BARTONVILLE, COUNTY OF DENTON, TEXAS AT
6:30 P.M.**

The Bartonville Community Development Corporation met in a meeting with the following members present:

Jim Langford, Chair
Terry Rock, Vice Chair
Randy Van Alstine
Dwain Skrobarcek
Jim Fay
Jim Foringer (*arrived at 7:30 p.m.*)

Also present: Tammy Dixon, Town and Board Secretary; Gary Vickery, Town Engineer.

There constituting a quorum, the following business took place:

A. CALL TO ORDER

Chairman Jim Langford called the meeting to order at 6:33 p.m.

B. CITIZEN PARTICIPATION

The purpose of this item is to allow citizens an opportunity to address the Bartonville Community Development Corporation Board on issues that are not the subject of a public hearing. Items which require a public hearing will allow citizens or visitors to speak at the time that item is introduced on the agenda. No formal action can be taken by the Board on items that are not posted on the agenda.

Kim Jones, 583 W. Jeter, spoke in reference to promotional items.

C. ITEMS

Mr. Langford moved to item 4.

4. Discussion on Pedestrian Walkway Project between Bartonville Town Hall and the Bartonville Store.

Mr. Vickery discussed the proposed pedestrian access between Town Hall and the Bartonville Store. He stated his initial idea was to provide for a sidewalk all the way between the parking lots to include a pedestrian railing at the headwall, with a raised sidewalk across the culvert so there would be a curb to help separate traffic from sidewalk; however, he understood the Board wanted a railing/wall along the street opposed to a curb.

A discussion ensued regarding a railing verses a concrete wall.

The Board requested staff obtain construction costs for both options.

1. Consider approval of the July 10, 2019, meeting minutes.

Jim Fay moved to approve the July 10, 2019, meeting minutes. Randy VanAlstine seconded the motion. The motion carried by a vote of 5 to 0.

2. Review Financial Report ending July 2019.

Ms. Dixon reviewed the July 2019 Financial Report.

3. Discussion on Business Retention and Expansion (BRE) survey.

Ms. Dixon stated there were only 8 respondents. Following discussion the Board directed Ms. Dixon to resend the survey.

Note: Numbering out of order since item for was discussed first.

5. Discuss and consider approval of FY 19-20 Annual Plan.

The Board reviewed the draft annual plan.

Randy VanAlstine moved to approve the FY 19-20 Annual Plan. Jim Fay seconded the motion. The motion carried by vote of 6 to 0.

6. Discuss and consider approval of FY 19-20 Budget.

The Board reviewed the FY 19-20 Budget.

Jim Fay moved to approve the FY 19-20 Budget. Dwain Skrobarcek seconded the motion. The motion carried by vote of 6 to 0.

7. Update on development activity (new businesses, prospective businesses, expansion of businesses).

8. Discussion on marketing, promotional items, and advertising of local businesses.

Ms. Dixon Stated Tractor Supply's grand opening was still on schedule for August 17th.

4. Discussion on marketing, promotional items, and advertising of local businesses.

Ms. Dixon provided a report from Mr. Last, Board Consultant, regarding his contact with New Quest regarding assistance from the BCDC to attract new businesses. It was suggested the Board hire RSI for a residential study to provide to New Quest and other developers/businesses in the area.

E. ADJOURNMENT

Chairman Langford adjourned the meeting at 8:39 p.m.

BCDC approved this the _____ day of August, 2019.

Approved:

Jim Langford, Chair

Attest:

Tammy Dixon, Town Secretary

THE BARTONVILLE TOWN COUNCIL SPECIAL MEETING AND BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION ANNUAL MEETING HELD ON THE 3rd DAY OF SEPTEMBER 2019, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, IN THE TOWN OF BARTONVILLE, COUNTY OF DENTON, TEXAS AT 6:30 P.M.

The Town Council met in a special meeting with the following members present:

Bill Scherer, Mayor
Jaclyn Carrington, Mayor Pro Tem
Jeff Traylor, Councilmember Place 2
Clay Sams, Councilmember Place 3
Bridget Melson, Councilmember Place 4

with the following member absent: Josh Phillips, Place 5

The Bartonville Community Development Corporation met in an annual meeting held jointly with the Town Council with the following members present:

Jim Langford, Chair
Terry Rock, Vice Chair
Randy Van Alstine
Jim Foringer
Dwain Skrobarcek
Jim Fay
Josh Coleman

Also present: Tammy Dixon, Town Secretary and Michael Montgomery, Town Administrator.

There constituting a quorum, the following business took place:

A. CALL TO ORDER

Mayor Scherer called the Town Council Special Meeting to order at 6:30 p.m.

Chairman Langford called the Bartonville Community Development Corporation Annual Meeting to order at 6:30 p.m.

B. PUBLIC PARTICIPATION

There was none.

C. AGENDA ITEMS

1. Presentation and discussion of the Bartonville Community Development Corporation FY 2019-2020 Annual Work Plan.

Chairman Langford stated the Bartonville Community Development Corporation's (BCDC) Bylaws require the board to research, develop, prepare, and submit to the Council for its approval, an annual work plan, which shall set out goals and objectives of the Corporation.

He read aloud the BCDC mission statement: *"The Mission of the Bartonville Community Development Corporation is to retain and attract businesses that meet the vision and standards desired by the Community."*

Chairman Langford reviewed the work completed by the Board in FY 17-18 as follows:

- Community Guide and Business Directory: Completed second Community Guide & Business Directory. This is a full color, glossy, print magazine that contains community information as well as a directory of existing businesses. The guide will be mailed to all residents in September and will be distributed to new residents and available at Town Hall. A digital version will also be available on the Town's website.
- Traffic Counts: Traffic study counts on corridors near all commercial properties were collected in October 2018 and will be conducted annually in October.
- Grant Fund: Approved Funding Agreement with Blue Pup Pub, LLC to provide financial assistance in the amount of \$66,750 for the Bartonville Store improvements.
- Grant Fund: Approved Funding Agreement with Cloud 9 Salon and Spa to provide financial assistance in the amount of \$32,000 for the Cloud 9 Salon and Spa Construction.
- Grant Fund: Approved Funding Agreement with Tractor Supply to provide financial assistance in the amount of \$25,000 for the Tractor Supply Improvements.
- Business Survey: Completed Bartonville Business Survey.

Chairman Langford reviewed the Town's Sales Tax history and reiterated the importance of sales tax. He stated the total sales tax revenue to the Town for Calendar Year 2018 was \$685,361. He explained the amount was after deducting the tax grant amounts to New Quest.

Mayor Scherer requested the Board include an explanation of the New Quest Tax Grants in next year's plan.

Chairman Langford reviewed the FY 18-19 Goals for the Board which are listed in the Annual Plan.

2. Presentation and discussion of the Bartonville Community Development Corporation FY 2019-2020 Annual Budget.

Chairman Langford reviewed the BCDC annual budget with the Town Council.

3. Town Council to consider approval of the FY 2019-2020 Annual Work Plan and FY 2019-2020 Budget for the Bartonville Community Development Corporation (BCDC).

Mayor Pro Tem Carrington moved to approve the FY 2019-2020 Annual Work Plan and FY 2019-2020 Budget for the Bartonville Community Development Corporation. Councilmember Sams seconded the motion.

VOTE ON THE MOTION

AYES: Carrington, Traylor, Sams, Melson
NAYS: None
ABSENT: Phillips
VOTE: 4/0/1

ADJOURNMENT

Mayor Scherer declared the Town Council special meeting adjourned at 6:54 p.m.

Chairman Langford declared the BCDC meeting adjourned at 6:54 p.m.

Town Council approved this the 17th day of September 2019.

Approved:

Bill Scherer, Mayor

Attest:

Tammy Dixon, Town Secretary

BCDC approved this the 9th day of October 2018.

Approved:

Jim Langford, Chair

Attest:

Tammy Dixon, Town Secretary