



SPECIAL EVENTS ADVISORY COMMITTEE AGENDA

May 02, 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 April 11, 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/ Tammy Dixon, Town Secretary

Posted: April 28, 2023 at 3:40 PM



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE May 2, 2023

FROM: Tammy Dixon, Town Secretary

AGENDA ITEM: Consider approval of the April 11, 2023, meeting minutes.

SUMMARY:

A meeting was held on April 11, 2023.

ATTACHMENTS:

Draft meeting minutes.

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE HELD ON THE 11TH DAY OF APRIL 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:

Jim Roberts, Councilmember Place 1
Keith Crandall, Councilmember Place 4
Randy Van Alstine
Lori Van Alstine
Brenda Brown
Melissa DeWitt, Alternate

with the following member absent: Sean Stenovitch

and Margie Arens, Councilmember Place 5 Elect.

Also present: Thad Chambers, Town Administrator; and Tammy Dixon, Town Secretary.

A. CALL TO ORDER

Randy Van Alstine called the meeting to order at 6:31 p.m.

B. PUBLIC PARTICIPATION

There was none.

C. REGULAR ITEMS

1. Consider approval of the March 29, 2023, meeting minutes.

Randy Van Alstine moved to approve the March 29, 2023, meeting minutes. The motion was seconded by Jim Roberts. The motion carried 6 to 0.

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

Location: The Committee discussed locations and the consensus was to find an internal location within the Town. Following discussion, the Committee members volunteered to reach out to property owners with large tracts of land for the event and would report back at the next meeting.

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
- Cake Walk
- Live Music
- Face Painting
- Hayride
- Balloon Artist

- Bounce House
- Waterslide
- Time Capsule
- Honoring the founding fathers of Bartonville

Following discussion, it was agreed that a location must first be found prior to contacting vendors/participants. Once the location has been finalized the committee will move forward with contacting vendors and obtain costs to create a budget for the event.

2. Discussion on Christmas Tree Lighting event/celebration

Ms. Dixon stated the property management of the Town Center would like to meet with the Board to discuss co-sponsoring an event. Randy Van Alstine and Brenda Brown will coordinate a meeting.

F. ADJOURNMENT

Randy Van Alstine adjourned the meeting at 6:30 p.m.

APPROVED this the 2nd day of May 2023.

Approved:

Randy Van Alstine, Chair

Attest:

Tammy Dixon, Town Secretary



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE May 2, 2023
FROM: Tammy Dixon, Town Secretary
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 find an internal location within the Town. Following discussion, the Committee members volunteered to reach out to property owners with large tracts of land for the event and would report back at the next meeting.

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
- Cake Walk
- Live Music
- Face Painting
- Hayride
- Balloon Artist
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- Honoring the founding fathers of Bartonville