



COMMUNITY DEVELOPMENT CORPORATION MEETING AGENDA

September 13, 2023 at 6:00 PM

Town Hall - 1941 E. Jeter Road, Bartonville, TX 76226

A. CALL MEETING TO ORDER

B. PUBLIC PARTICIPATION

The purpose of this item is to allow citizens an opportunity to address the BCDC 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.

C. REGULAR ITEMS

1. Consider approval of the August 10, 2023 Bartonville Community Development Corporation Regular Meeting Minutes.
2. Consider and take action regarding a proposal for Christmas Lighting at the corner of FM407 and McMakin (Old Town) in an amount not to exceed \$11,300.
3. Update on BCDC Business Survey contact requests.
4. Discussion on development activity (new businesses, prospective businesses, expansion of businesses).

D. FUTURE ITEMS

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: Friday, September 8, 2023 prior to 5pm.

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



COMMUNITY DEVELOPMENT CORPORATION COMMUNICATION

DATE September 13, 2023

FROM: Shannon Montgomery, Town Secretary

AGENDA ITEM: Consider approval of the August 10, 2023 Regular Meeting Minutes.

SUMMARY:

The BCDC held a regular meeting on August 10, 2023.

RECOMMENDED MOTION OR ACTION:

Staff recommends approval of the August 10, 2023 draft meeting minutes.

ATTACHMENTS:

- August 10, 2023 Regular Meeting Minutes DRAFT.

THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MET IN REGULAR SESSION ON THE 10TH DAY OF AUGUST 2023, AT BARONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING DIRECTORS PRESENT, CONSTITUTING A QUORUM:

Brenda Latham, Chair
 Jim Foringer, Director (*arrived at 6:05pm*)
 James Kennemer, Director
 Jim Langford, Director
 Terry Rock, Director
 Randy Van Alstine, Director

Directors Absent:

Dwain Skrobarcek, Director

Town Staff Present:

Thad Chambers, Town Administrator
 Shannon Montgomery, Town Secretary

A. CALL MEETING TO ORDER

Chair Latham called the meeting to order at 6:00pm.

B. PUBLIC PARTICIPATION

The purpose of this item is to allow citizens an opportunity to address the BCDC 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.

There was no public participation.

C. REGULAR ITEMS

1. Consider approval of the June 14, 2023 Meeting Minutes.

Motion made by Director Van Alstine, seconded by Director Rock, to approve the June 14, 2023 Meeting Minutes as presented. Motion carried unanimously.

2. Consider and take action regarding the approval of a request from the Town of Bartonville Special Events Committee to purchase a Christmas Tree.

Motion made by Director Rock, seconded by Director Langford, to approve the purchase of a Christmas Tree in an amount not to exceed \$11,000 out of the Marketing line Item and to authorize a budget amendment of \$3,200 to be moved from the Fund Balance to the Marketing line item to purchase the Christmas Tree. Motion carried unanimously.

3. Consider and take action on the proposed Fiscal Year 2023-2024 Bartonville Community Development District Budget.

Motion made by Director Van Alstine, seconded by Director Rock, to approve the Fiscal Year 2023-2024 Bartonville Community Development District Budget as discussed. Motion carried unanimously.

4. Update on BCDC Business Survey contact requests.

Chair Latham to resend the list to the Directors.

Discussion only; no action taken.

5. Discussion on development activity (new businesses, prospective businesses, expansion of businesses).

Marty B's covered area was discussed; no action taken.

D. FUTURE ITEMS

No discussion.

E/F. CLOSED SESSION/RECONVENE OPEN MEETING

The Bartonville Community Development Corporation did not convene into Closed Session.

G. ADJOURNMENT

Chair Latham adjourned the meeting at 6:30pm.

APPROVED this the 13th day of September 2023.

APPROVED:

Brenda Latham, Chair

ATTEST:

Shannon Montgomery, TRMC, Town Secretary



COMMUNITY DEVELOPMENT CORPORATION COMMUNICATION

DATE September 13, 2023

FROM: Shannon Montgomery, Town Secretary

AGENDA ITEM: Consider and take action regarding a proposal for Christmas Lighting at the corner of FM407 and McMakin (Old Town) in an amount not to exceed \$11,300.

SUMMARY:

The Town of Bartonville has received the proposal for the annual Christmas Lighting at the corner of FM407 and McMakin.

The FY2023-2024 Budget was approved with \$14,500 in the Marking Line Item.

ATTACHMENTS:

- Lighting Estimate



Item C2.

Premier Lighting & Christmas: Justin Lubbers
Premier Crating & Assembly: Danny Watson

C: 903.714.0106 | E: justin@premier-christmas.com
C: 903.267.0005 | E: danny@premierlightingenterprises.com

ESTIMATE

BILL TO Town of Bartonville
1941 E. Jeter Road
Bartonville, TX 76226

ESTIMATE	DATE	PO #	CUSTOMER NAME	EXPIRATION DATE
106861	08/16/2023		Town of Bartonville	09/16/2023

SERVICE DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	20' Commercial Christmas Tree	20' Christmas tree illuminated with warm white LED miniature lights, and ornament decorated with red, green, and gold ornaments of varying size and finish (shiny, glitter, matte). Includes a 2' three-dimensional starburst tree topper for overall height of 22'. **Will be refurbished with new ornamentation for the 2023 Christmas season.	1	5,750.00	5,750.00
	Decorated Wreath	36" lit and ornament decorated wreath to go around horses neck. Ornamentation to match that on the Christmas tree.	1	168.00	168.00
	Illuminated Gift Box	Two 6.5' illuminated gift boxes, sitting inbetween horses and stone monument signs. Lighting to be warm white on the gift boxes and pure white on the white ribbon, each with twinkle bulbs mixed in.	2	1,320.00	2,640.00
	Tree Lighting	Two trees behind monument signs, each with warm white LED mini lights on the trunks, and warm white LED C9 lighting throughout the foliage.	2	1,150.00	2,300.00
	Decorated Garlands	Lit and ornament decorated garlands across top and down sides of both monument signs. Ornamentation to be red, green, and gold to match tree décor.	2	220.00	440.00

Price includes lease of all necessary material, installation, removal, and annual storage of product. Functioning 120v power sources are the responsibility of others.

SUBTOTAL	
DISCOUNT	
SALES TAX	
ESTIMATE TOTAL	\$11,298.00

CUSTOMER SIGNATURE DATE: _____