

**THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 20TH DAY OF AUGUST 2024 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING COUNCIL MEMBERS PRESENT, CONSTITUTING A QUORUM:**

Jaclyn Carrington, Mayor  
Matt Chapman, Mayor Pro Tem/Place 2  
Jim Roberts, Council Member Place 1  
Clay Sams, Council Member Place 3  
Keith Crandall, Council Member Place 4  
Margie Arens, Council Member Place 5

***Town Staff Present:***

Thad Chambers, Town Administrator  
Shannon Montgomery, Town Secretary  
Ed Voss, Town Attorney  
Kirk Riggs, Chief of Police  
Ryan Wells, Planning Consultant

**A. CALL BUDGET WORKSHOP TO ORDER - 6:00 PM**

Mayor Carrington called the Budget Workshop to order at 6:00 pm.

**B. BUDGET WORKSHOP SESSION**

**1. Discussion of Proposed Budget for Fiscal Year 2024-2025 and all things related thereto.**

Town Administrator Chambers presented the Fiscal Year 2024-2025 proposed budget and addressed questions from Council.

**C. ADJOURN BUDGET WORKSHOP**

Mayor Carrington declared the Budget Workshop adjourned at 6:15 pm.

**D. CALL REGULAR SESSION TO ORDER - 6:30 PM**

Mayor Carrington called the Regular Session to order at 6:30 pm.

**E. PLEDGE OF ALLEGIANCE**

Mayor Carrington led the Pledge of Allegiance.

**F. PUBLIC PARTICIPATION**

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

There were no Public Presentations made.

**G. APPOINTED REPRESENTATIVE/LIAISON REPORTS****1. Upper Trinity Regional Water District Report.**

Representative Knowler provided a video and an update and addressed questions from Council.

**2. Denton County Emergency Services District #1.**

Chief Vaughn of Denton County Emergency Services District No. 1 provided an update and addressed questions from Council.

**3. Police Department – July 2024 Statistics/Activities.**

Chief Riggs reviewed the monthly statistics and addressed questions from Council.

**4. Administration – July 2024 Reports: Financial, Animal Control, Code Enforcement, Engineering, Municipal Court, Permits, and Board Member Attendance.**

Town Administrator Chambers reviewed the monthly financials and addressed questions from Council.

**H. CONSENT AGENDA**

*This agenda consists of non-controversial, or “housekeeping” items required by law. Items may be approved with a single motion. Items may be removed from the Consent Agenda by any Councilmember by making such request prior to a motion and vote on the Consent Agenda.*

**1. Consider approval of the July 16, 2024, Budget Workshop and Regular Meeting Minutes.**

Motion made by Council Member Arens, seconded by Council Member Chapman, to **APPROVE** the July 16, 2024, Regular Meeting Minutes as presented.

**VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

**I. PUBLIC HEARINGS AND REGULAR ITEMS**

- 1. Conduct a Public Hearing, discuss, and consider a Replat of a 5.002-acre parcel located on Lot 3A, Block A, Deer Hollow Subdivision, in the Town of Bartonville, Denton County, Texas. The purpose of the replat is to remove and relocate a drainage easement currently on the parcel. The subject property is located on the north side of Hat Creek Court, approximately 750 feet west of its intersection with Ginger Lane. The applicant is McAdams, representing property owner Mike Mollo Custom Homes, LLC. [Town of Bartonville File Number RP-2024-001.]**

Mayor Carrington opened the Public Hearing at 7:11 pm and after recognizing that no one wished to speak, closed the Public Hearing at 7:12 pm.

Motion made by Council Member Chapman, seconded by Council Member Sams, to **APPROVE** a Replat of a 5.002-acre parcel located on Lot 3A, Block A, Deer Hollow Subdivision, in the Town of Bartonville, Denton County, Texas. The purpose of the replat is to remove and relocate a drainage

easement currently on the parcel. The subject property is located on the north side of Hat Creek Court, approximately 750 feet west of its intersection with Ginger Lane.

### **VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

*Council Member Crandall recused himself from Agenda Item I.2 at 7:13 pm.*

- 2. Discuss and consider a Preliminary Plat for 461.858 acres of property situated in the Pinson Wiles Survey, Abstract Number 1339, and A.M. Feltus Survey, Abstract Number 1595, in the western Extraterritorial Jurisdiction (ETJ) of the Town of Bartonville, Denton County, Texas. The property is located generally east of State Highway 377 between Keith Road and Smoot Lane. The applicant is Old WR Ranch 1 Hacker, LP. [Town of Bartonville File Number PP-2024-002.] *(The Planning & Zoning Commission recommended approval by a vote of 5-0 at its August 7, 2024, meeting.)***

Motion made by Council Member Chapman, seconded by Council Member Sams, to **APPROVE** a Preliminary Plat for 461.858 acres of property situated in the Pinson Wiles Survey, Abstract Number 1339, and A.M. Feltus Survey, Abstract Number 1595, in the western Extraterritorial Jurisdiction (ETJ) of the Town of Bartonville, Denton County, Texas, including the waiver request for condition #3, and with the following conditions:

1. On the final plat, a minimum 15-foot public utility easement for water and sewer utilities shall be established on the following lots to correspond with either or both utilities traversing the lot:
  - a. Block 48, Lot 1X (water, sewer)
  - b. Block 48, Lot 2X (water, sewer)
  - c. Block 14, Lot 8 (sewer)
  - d. Block 1, Lot 5 (sewer)
  - e. Block 47, Lot 1X (sewer)
  - f. Block 25, Lot 25 (sewer)
  - g. Block 25, Lot 40 (sewer)
2. On the final plat, a 10-foot-wide utility easement shall be located along the front property line (i.e., street frontage) of all lots and adjacent to a right-of-way.
3. The final plat shall show Marigold Trail and Peppervine Lane meeting as a four-way intersection at Brushlands Trail, rather than creating an offset of less than 300 feet.
4. A second access point from State Highway 377, other than High Plains Trail, shall be constructed, installed, or otherwise established on the final plat for the first phase of the development, and this secondary access shall be maintained until such time as another secondary access road (e.g., Street A) is completed.
5. In the preliminary sewer layout, the sewer section in the vicinity of Blocks 25, 26, 27, and 35 (located within Streets BB, CC, DD, and JJ) is not connected to the greater system. Check

grades and provide for a positive drainage connection to the remainder of the system within the civil design set.

6. On the final plat, the 20-foot-wide water easement located on Block 14, lots 48 & 49 shall be labeled "20' W.E. by this plat"
7. On the final plat, the Notes section on Sheet 8 of 8 of the preliminary plat shall have a new Note 7, which shall read, "All parcels ending in 'X', with the exception of Block 48, Lot 1X, are open space parcels to be owned and maintained by the HOA. Said parcels shall be encumbered with a public access and utility easement over their entirety."
8. The final plat shall show a drainage easement over the entirety of all open space lots containing the revised 100-year floodplain, as determined by the Flood Study performed by GM Civil, dated July 2024.
9. A Letter of Map Revision (LOMR) shall be submitted to FEMA for the revised Zone AE flood plain for the portion of Whites Branch as established in the Flood Study performed by GM Civil, dated July 2024. The zone AE floodplain boundary shall be reflected on the final plat.
10. General correction: Under the Owner's Certification, the fifth to last "Thence" appears to be superfluous.

#### **VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, and Arens

NAYS: None

VOTE: 4-0

*Council Member Crandall returned to the dais at 7:35 pm.*

3. **Discuss and consider approval of an Ordinance amending the Crime Control and Prevention District Budget for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024, for Vehicle Replacement in an amount equal to \$156,000.**

Motion made by Council Member Roberts, seconded by Council Member Arens, to **APPROVE** an Ordinance amending the Crime Control and Prevention District Budget for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 for Vehicle Replacement in an amount equal to \$156,000.

#### **VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

The caption of the Ordinance reads as follows:

**TOWN OF BARTONVILLE, TEXAS  
ORDINANCE NO. 771-24**

**FISCAL YEAR 2023-2024 BUDGET AMENDMENT #3**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS AMENDING THE TOWN'S BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, AS ADOPTED BY ORDINANCE NO. 756-23; AND AMENDED BY ORDINANCE 765-24 BY PROVIDING FOR ADJUSTMENTS TO THE BARTONVILLE CRIME CONTROL AND PREVENTION DISTRICT FUND**

**PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET, AS AMENDED; AND AMENDED BY ORDINANCE 766-24 BY PROVIDING FOR ADJUSTMENTS TO THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION FUND PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET, AS AMENDED; PROVIDING SAVINGS; PROVIDING THAT THIS ORDINANCE IS CUMULATIVE OF ALL ORDINANCES OF THE TOWN BARTONVILLE; PROVIDING FOR SEVERABILITY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.**

**4. Discuss and consider a Resolution appointing an additional Alternate Municipal Court Judge.**

Motion made by Council Member Sams, seconded by Council Member Roberts, to **APPROVE** a Resolution appointing an additional Alternate Municipal Court Judge.

**VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

**5. Discuss and consider the acceptance of the submission of the no-new revenue, voter-approval, and De minimis tax rate calculations; take action to consider a proposed tax rate for public input and consideration at the September 17, 2024 Regular Town Council meeting.**

Town Administrator Chambers provided the Council with the 2024 tax rates:

No-new-revenue Rate:	\$0.162282
Proposed Rate:	\$0.173646
Voter-approval Rate:	\$0.181560
De minimis Rate:	\$0.243907

Motion made by Council Member Sams, seconded by Council Member Roberts, to **PROPOSE** a maximum tax rate of **\$0.173646 per \$100** valuation for the Fiscal Year beginning October 1, 2024 and ending on September 30, 2025; and to schedule September 17, 2024, for the Public Hearing on the tax rate and for the adoption of said tax rate.

**VOTE ON THE MOTION**

Town Secretary Montgomery conducted a roll call vote of the motion:

Council Member Roberts – Aye

Mayor Pro Tem Chapman – Aye

Council Member Sams – Aye

Council Member Crandall – Aye

Council Member Arens – Aye

Motion carried unanimously.

**6. Discuss and consider approval of the Bartonville Community Development Corporation FY 2024-2025 proposed budget.**

Motion made by Council Member Crandall, seconded by Council Member Arens, to **APPROVE** the Bartonville Community Development Corporation FY2024-2025 proposed budget as presented.

**VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

**7. Discuss and consider approval of the Bartonville Crime Control and Prevention District FY 2024-2025 proposed budget.**

Motion made by Council Member Chapman, seconded by Council Member Crandall, to **APPROVE** the Bartonville Crime Control and Prevention District FY2024-2025 proposed budget as presented.

**VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

**8. Discuss and consider amending Town Hall Hours of Operation.**

Motion made by Council Member Roberts, seconded by Council Member Crandall, to amend Town Hall Hours of Operation to Monday – Thursday from 8 am to 4:30 pm and Friday 8 am to Noon for a three month pilot program, effective September 1, 2024.

**VOTE ON THE MOTION**

AYES: Roberts, Chapman, Sams, Crandall, and Arens

NAYS: None

VOTE: 5-0

**J./K. CLOSED SESSION**

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:59 pm and reconvened into open session at 8:35 pm in accordance with the Texas Government Code regarding:

- 1. Section 551.071 Consultation with Town Attorney to seek legal advice of its attorney regarding legal issues related to the Town's Extraterritorial Jurisdiction (ETJ), issues related to the Furst Ranch Development, issues related to emergency access to/from neighboring property, and any and all legal issues related thereto.**

No action taken.

2. **Section 551.071 Consultation with Town Attorney to seek legal advice of its attorney regarding legal issues related to potential state law changes to zoning laws, minimum lot size provisions, and land use issues, and any and all legal issues related thereto.**

No action taken.

3. **Section 551.074 Personnel Matters to deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Town Administrator.**

No action taken.

#### **L. FUTURE ITEMS**

Discussion only, no action taken.

#### **M. ADJOURNMENT**

Mayor Carrington declared the meeting adjourned at 8:35 pm.

**APPROVED this the 3rd day of September 2024.**

**APPROVED:**

---

Jaclyn Carrington, Mayor

**ATTEST:**

---

Shannon Montgomery, TRMC, Town Secretary