

THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MET IN REGULAR SESSION ON THE 8TH DAY OF OCTOBER 2025, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING DIRECTORS PRESENT, CONSTITUTING A QUORUM:

Chad Carlson, Director
Jan Deatherage, Director
Laura Karbash-Smith, Director
Brenda Latham, Director
Laura Pittman, Director

Directors Absent:

Scott Daum, Director

Town Staff Present:

Kirk Riggs, Town Administrator
Shannon Montgomery, Town Secretary

A. CALL MEETING TO ORDER

Director Latham called the meeting to order at 6:03 pm.

B. PLEDGE OF ALLEGIANCE

Director Latham led the Pledge of Allegiance.

Each Director took a moment to introduce themselves.

C. 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.

D. PRESENTATIONS

1. Statement of Appointed Official and Oath of Office to newly appointed and/or reappointed Commissioners.

Town Secretary Montgomery administered the Statement of Appointed Official and Oath of Office to Directors Carlson, Deatherage, and Pittman.

E. APPOINTMENT OF OFFICERS

1. Appointment of Chair.

Director Carlson, seconded by Director Deatherage nominated Director Latham for the position of Chair. Motion carried 4-0-1 with Director Latham abstaining.

2. Appointment of Vice Chair.

Director Latham, seconded by Director Pittman, nominated Director Carlson for the position of Vice Chair. Motion carried unanimously.

F. REGULAR ITEMS**1. Consider approval of the July 16, 2025, Bartonville Community Development Corporation Regular Meeting Minutes.**

Motion made by Director Latham, seconded by Director Carlson, to **APPROVE** the July 16, 2025, Bartonville Community Development Corporation Regular Meeting Minutes as presented. Motion carried unanimously.

2. Discuss and consider proposals for Christmas Lighting at the corner of FM 407 and McMakin (Old Town).

Motion made by Director Latham, seconded by Director Pittman, to **APPROVE** an expenditure for Christmas Lighting in an amount not to exceed \$14,000 for this year only and to allow Staff to authorize said decorations. Motion carried unanimously.

3. Discuss and consider potential economic development projects.

Discussion ensued regarding the possibility of obtaining a proposal to bulldoze and remove the asphalt under the Old Town Corner to correct/resolve the drainage issues and for Beautification projects at Town entrances and medians along 407. Discussion only, no action taken.

4. Update regarding Marketing Magazine.

Town Secretary Montgomery reported that Staff has received the latest proof and will send a few edits to the printer this week. Printing is expected to be completed by the end of the month.

5. Discussion of Financial Report ending September 2025.

Town Secretary Montgomery provided a summary of the financial report ending September 2025 and addressed questions from Directors.

G. FUTURE ITEMS

Discussion only, no action taken.

H. ADJOURNMENT

Chair Latham adjourned the meeting at 7:21 pm.

APPROVED this the 10th day of December 2025.

APPROVED:

Brenda Latham, Chair

ATTEST:

Shannon Montgomery, TRMC, Town Secretary