

**THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 16TH DAY OF JULY 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  
Jim Roberts, Council Member Place 1  
Clay Sams, Council Member Place 3  
Keith Crandall, Council Member Place 4  
Margie Arens, Council Member Place 5

*Council Members Absent:*

Matt Chapman, Mayor Pro Tem/Place 2

*Town Staff Present:*

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

**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 first draft of the General Fund budget and addressed questions from Council.

**C. ADJOURN BUDGET WORKSHOP**

Mayor Carrington declared the Budget Workshop adjourned at 6:33 pm.

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

Mayor Carrington called the Regular Session to order at 6:38 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 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 – June 2024 Statistics/Activities.**

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

**4. Administration – June 2024 Reports: Financial, including quarterly investment report, 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 June 18, 2024, Budget Workshop and Regular Meeting Minutes.**

Motion made by Council Member Crandall, seconded by Council Member Arens, to **APPROVE** the June 18, 2024, Regular Meeting Minutes as presented.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

**I. PUBLIC HEARINGS AND REGULAR ITEMS****1. Conduct Public Hearing of the Bartonville Crime Control and Prevention District FY 2024-2025 proposed budget.**

Chief Riggs went over the Bartonville Crime Control and Prevention District FY2024-2025 proposed budget and addressed questions from Council.

Mayor Carrington opened the Public Hearing at 7:19 pm and after recognizing there was no one wishing to speak, closed the Public Hearing at 7:19 pm.

Mayor Carrington stated Council will act on the CCPD Budget at the August 20, 2024 Town Council meeting.

2. **Discuss and consider an Ordinance amending Town of Bartonville Code of Ordinances Chapter 4, “Business Regulations”, by adding Article 4.06, “Single-Family Dwelling Transient Rentals” to generally prohibit the short-term rental of single-family dwellings in the Town.**

Motion made by Council Member Crandall, seconded by Council Member Roberts, to **APPROVE** an Ordinance amending Town of Bartonville Code of Ordinances Chapter 4, “Business Regulations”, by adding Article 4.06, “Single-Family Dwelling Transient Rentals” to generally prohibit the short-term rental of single-family dwellings in the Town.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

The ordinance caption reads as follows:

**TOWN OF BARTONVILLE  
ORDINANCE NO. 769-24**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 4, “BUSINESS REGULATIONS,” BY ADDING ARTICLE 4.06, “SINGLE-FAMILY DWELLING TRANSIENT RENTALS,” TO GENERALLY PROHIBIT THE SHORT-TERM RENTAL OF SINGLE-FAMILY DWELLINGS IN THE TOWN; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.**

3. **Discuss and consider an Ordinance amending the Town of Bartonville Code of Ordinances Chapter 12, “Traffic and Vehicles,” Article 12.02, “Traffic-Control Devices” by adding a stop intersection.**

Motion made by Council Member Roberts, seconded by Council Member Arens, to **APPROVE** an Ordinance amending the Town of Bartonville Code of Ordinances Chapter 12, “Traffic and Vehicles,” Article 12.02, “Traffic-Control Devices” by adding a stop intersection.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

The ordinance caption reads as follows:

**TOWN OF BARTONVILLE  
ORDINANCE NO. 770-24**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 12, “TRAFFIC AND VEHICLES,” ARTICLE 12.02, “TRAFFIC-CONTROL DEVICES” TO MODIFY THE CURRENT YIELD SIGN LOCATION AT EASTBOUND BLENHEIM CIRCLE AT ITS INTERSECTION WITH BADMINTON DRIVE TO A STOP SIGN LOCATION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.**

**4. Discuss and consider approval of a Resolution restructuring the Special Events Committee.**

Motion made by Council Member Sams, seconded by Council Member Crandall, to **APPROVE** a Resolution restructuring the Special Events Committee.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

**5. Discuss and consider approval of a Resolution creating a Town Hall Property Improvements Subcommittee and appointments of members to said subcommittee.**

Motion made by Council Member Crandall, seconded by Council Member Roberts, to **APPROVE** a Resolution creating a Town Hall Property Improvements Subcommittee and appoint the following members to said subcommittee:

Member 1 – Council Member Sams

Member 2 – Council Member Crandall

Member 3 – Randy Van Alstine

Member 4 – Jim Murphy

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

**6. Discuss and consider an FY2024-2025 Interlocal Cooperation Agreement between Denton County and the Town of Bartonville Police Department for the use of the Denton County Radio Communications System; and authorize the Town Administrator to execute same on behalf of the Town.**

Motion made by Council Member Roberts, seconded by Council Member Arens, to **APPROVE** an FY2024-2025 Interlocal Cooperation Agreement between Denton County and the Town of Bartonville Police Department for the use of the Denton County Radio Communications System; and authorize the Town Administrator to execute same on behalf of the Town.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

**7. Discuss and consider an Interlocal Agreement between Texas Municipal League Intergovernmental Risk Pool and The Town of Bartonville regarding Cyber Liability and Data Breach Response; and authorize the Town Administrator to execute same on behalf of the Town.**

Motion made by Council Member Arens, seconded by Council Member Roberts, to **APPROVE** an Interlocal Agreement between Texas Municipal League Intergovernmental Risk Pool and The Town of Bartonville regarding Cyber Liability and Data Breach Response; and authorize the Town Administrator to execute same on behalf of the Town.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

- 8. Discuss and consider scheduling September 3, 2024 for the Public Hearing on the proposed Fiscal Year 2024-2025 Budget; and scheduling September 17, 2024 for the adoption of said Budget.**

Motion made by Council Member Sams, seconded by Council Member Crandall, to schedule September 3, 2024 for the Public Hearing on the proposed Fiscal Year 2024-2025 Budget; and schedule September 17, 2024 for the adoption of said Budget.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

- 9. Discuss and consider scheduling September 17, 2024 for the Public Hearing to consider the proposed tax rate.**

Motion made by Council Member Crandall, seconded by Council Member Roberts, to schedule September 17, 2024 for the Public Hearing to consider the proposed tax rate.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

- 10. Discuss and consider who will be on the Boards and Commission interview panel.**

Motion made by Council Member Sams, seconded by Council Member Arens, to have Council Member Matt Chapman and Bartonville Community Development Corporation Director Brenda Latham be the interview panel and make recommendations to the Town Council at the September 3, 2024 Town Council Meeting.

**VOTE ON THE MOTION**

AYES: Roberts, Sams, Crandall, and Arens

NAYS: None

VOTE: 4-0

**J./K. CLOSED SESSION**

Pursuant to the Open Meetings Act, Chapter 551, the Town Council convened into a Closed Executive Session at 7:41 pm and reconvened into open session at 8:06 pm in accordance with the Texas Government Code regarding:

- 1. Section 551.071 Consultation with Town Attorney to seek legal advice of its attorney concerning pending or contemplated litigation regarding the sanitary sewer nuisance at 1287 Gibbons Road, Town of Bartonville, Texas v. Paula Harvey, Cause No. 23-11429-467 pending in the 467th District Court of Denton County, Texas.**

No action taken.

- 2. Section 551.071 Consultation with Town Attorney to seek legal advice of its attorney concerning pending or contemplated litigation regarding a zoning violation at 870 Blenheim.**

No action taken.

**L. FUTURE ITEMS**

Discussion only, no action taken.

**M. ADJOURNMENT**

Mayor Carrington declared the meeting adjourned at 8:07 pm.

**APPROVED this the 20th day of August 2024.**

**APPROVED:**

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Jaclyn Carrington, Mayor

**ATTEST:**

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Shannon Montgomery, TRMC, Town Secretary