

THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MET IN REGULAR SESSION ON THE 10TH DAY OF DECEMBER 2025, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING DIRECTORS PRESENT, CONSTITUTING A QUORUM:

Brenda Latham, Chair
Chad Carlson, Vice Chair
Scott Daum, Director
Laura Karbash-Smith, Director
Laura Pittman, Director

Directors Absent:

Jan Deatherage, Director

Town Staff Present:

Kirk Riggs, Town Administrator
Shannon Montgomery, Town Secretary

A. CALL MEETING TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Director Latham led the Pledge of Allegiance.

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. REGULAR ITEMS

1. Consider approval of the October 8, 2025, Bartonville Community Development Corporation Regular Meeting Minutes.

Motion made by Director Smith, seconded by Director Daum, to **APPROVE** the October 8, 2025, Bartonville Community Development Corporation Regular Meeting Minutes as presented. Motion carried unanimously.

2. Discuss and consider potential economic development projects, including landscaping.

Directors summarized that they projects are three-fold – prevent erosion, help with drainage, and beautify.

Director Daum volunteered to walk through the proposed landscaping locations to review drainage and take measurements. Director Karbash-Smith offered to help.

Agenda items to include in the February 4, 2025 meeting include reviewing the measurements, getting a good list of what supplies, rock, plants, etc. creating a specific Request for Proposals (RFP) and list of who to send the RFP to.

3. Discuss future planning of economic development projects.

No discussion.

4. Discussion of Financial Report ending November 2025.

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

E. FUTURE ITEMS

Discussion only, no action taken.

F. ADJOURNMENT

Chair Latham adjourned the meeting at 6:56 pm.

APPROVED this the 4th day of February 2026.

APPROVED:

Brenda Latham,
Chair

ATTEST:

Shannon Montgomery, TRMC,
Town Secretary