



AGENDA

BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING

August 10, 2022

BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TX 76226

6:00 P.M.

A. CALL TO ORDER

B. CLOSED SESSION

Pursuant to the Open Meetings Act, Chapter 551, the Board will meet in a Closed Executive Session in accordance with the Texas Government Code:

*Government Code Section 551.071, Consultation with Board Attorney
To seek legal advice of its attorney regarding:*

- a. Chapters 501, 504 and 505 of the Local Government Code regarding Type B Economic Development Corporations.

C. RECONVENE OPEN MEETING

The BCDC Board to reconvene into an open meeting and consider action, if any, on items discussed in closed session.

B. CITIZEN 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. ITEMS

1. Consider approval of the July 13, 2022, meeting minutes.
2. Review, discuss, and consider the FY 2022-2023 Annual BCDC budget.
3. Discussion on Old Town monument signage.
4. Update on development activity (new businesses, prospective businesses, expansion of businesses).

D. FUTURE AGENDA ITEMS

E. ADJOURNMENT

I, the undersigned authority, do 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.


Tammy Dixon, Town Secretary



August 7, 2022, at 3:00 PM
Date/Time Posted

THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING HELD ON THE 13th DAY OF JULY 2022, AT BARONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, AT 6:00P.M.

The Community Development Corporation met in a regular meeting with the following members present:

Dwain Skrobarcek, Chair
Terry Rock, Vice Chair
Randy Van Alstine
Jim Foringer
Brenda Latham
Vicki Burford

with the following member absent: Jim Langford

constituting a quorum with the following members of the Town Staff participating: Tammy Dixon, Town Secretary; and Thad Chambers, Town Administrator.

A. CALL TO ORDER

Chairman Skrobarcek called the meeting to order at 6:30 p.m.

Chairman Skrobarcek rearranged the agenda items by moving Items B & C. after Item E.

D. PUBLIC PARTICIPATION

Mayor Carrington thanked the Members of the Board for their service on the Board and to the Community.

E. ITEMS

1. Consider approval of the June 8, 2022, meeting minutes.

Brenda Latham moved to approve the June 8, 2022, meeting minutes. Terry Rock seconded the motion. The motion carried by a vote of 6 to 0.

2. Review, discuss, and provide necessary input regarding the FY 2022-2023 Annual BCDC budget, projects, goals, and objectives.

Ms. Dixon stated the following items were future projects the Board discussed over the past few months:

- Green Ribbon Program for medians on FM 407
- Flag Poles at Old Town
- Updated Cell Phone Analysis
- Partner with Bartonville Town Center for holiday event
- Participation in Grand Openings/Marketing
- Updated Community Guide

Mr. Chambers explained grand openings were coordinated through a Chamber of Commerce which has a significant membership / mailing pool to advertise to that the Town does not have.

Ms. Dixon informed the Board that the Town Council may be considering calling an election to reallocate sales tax, reducing the BCDC sales tax from 1/4 to 1/8 of a cent and increasing the street sales tax from 1/2 to 5/8. She explained the Town's commercial property was almost built out, and the funding reallocation would sustain marketing for existing businesses and retention. She explained if an election was called and the measure passed, it would not take effect until June of 2022.

Ms. Dixon reviewed the line items and after discussion stated she would bring back a draft budget for approval at their next meeting.

3. Discussion on Old Town monument signage.

Ms. Dixon stated she received a quote from Sigma signs to remove the metal business signs, have them powder coated, then reinstall. She stated if there was no objection, she would approve the quote and the process would take approximately one week. The Board had no objection.

4. Update on development activity (new businesses, prospective businesses, expansion of businesses).
No discussion.

5. Discussion on marketing, promotional items, and advertising of local businesses.
No discussion.

6. Discussion on BCDC meeting dates.

Ms. Dixon requested the Board consider changing their meeting dates to every other month and possibly quarterly due to the limited number of requests. She explained the Board could always meet sooner to consider any applications for grants. The Board had no objection.

B./C. CLOSED/OPEN SESSION

The Bartonville Community Development Corporation Board (BCDC) to convene into a closed meeting pursuant to Texas Government Code Chapter 551, Section 551.072 at 6:56 p.m. and reconvened into open session at 7:03 for discussion regarding the purchase, exchange, lease, or value of real property and all matters incident and related thereto. There was no action taken.

F. FUTURE ITEMS

- Review of BCDC Bylaws and review of types of projects the BCDC Board could approve.

G. ADJOURNMENT

Chairman Skrobarcek adjourned the meeting at 7:04 p.m.

APPROVED this the 10th day of August 2022.

Approved:

Dwain Skrobarcek, Chair

Attest:

Tammy Dixon, Town Secretary

Proposed 2022-2023 Bartonville Community Development Corporation Budget

Account #	Account Description	Account Type	2020-2021	2021-2022	2021-2022 YTD	2021-2022	2022-2023
			Actuals (unaudited)	Adopted (current)	(7/30/22)	Projected Ending	Proposed
800-4025	Sales Tax Revenue	Revenue	\$185,230.23	\$185,000.00	\$140,376.10	\$185,000.00	\$197,950.00
800-4999	Transfer In from Fund Balance	Revenue					\$37,795.00
800-4250	Interest Earned	Revenue	\$3,025.08	\$2,500.00	\$1,574.66	\$2,000.00	\$12,000.00
800-4400	Grants and Donations	Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Total Revenue	\$188,255.31	\$187,500.00	\$141,950.76	\$187,000.00	\$247,745.00

Other

800-10-5081	Audit Entries	Expense	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00
800-10-5212	Dues and Subscriptions	Expense	\$0.00	\$125.00	\$0.00	\$0.00	\$0.00
800-10-5280	Grant Expenses/Projects	Expense	\$0.00	\$80,000.00	\$9,900.00	\$69,800.00	\$100,000.00
800-10-5289	Marketing	Expense	\$11,182.38	\$18,500.00	\$10,961.50	\$18,500.00	\$19,750.00
800-10-5514	Postage	Expense	\$0.00	\$625.00	\$0.00	\$625.00	\$625.00
800-10-5520	Professional Development	Expense	\$125.00	\$500.00	\$125.00	\$125.00	\$500.00

Supplies

800-10-5147	Computer Software	Expense	\$1,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
800-10-5158	Copier/Printing Expense and Supplies	Expense	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00
800-10-5479	Operations and Supplies	Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Contracted Services

800-10-5149	Consulting Fees	Expense	\$22,784.05	\$50,000.00	\$0.00	\$20,000.00	\$50,000.00
800-10-5381	Legal	Expense	\$2,337.50	\$6,000.00	\$595.00	\$1,500.00	\$6,000.00
800-10-5488	Traffic Study	Expense	\$4,800.00	\$5,000.00	\$5,400.00	\$5,400.00	\$6,100.00

Maintenance

800-10-5480	Old Town Improvements	Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800-10-5481	Old Town Maintenance & Repairs	Expense	\$27,806.50	\$40,000.00	\$14,732.72	\$40,000.00	\$40,000.00

Salary & Benefits

800-10-5627	Salary to Town	Expense	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$20,000.00
		Total Expenses	\$80,035.43	\$215,500.00	\$55,714.22	\$170,450.00	\$247,475.00