

**Town Council Minutes
July 25, 2011**

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in regular session at 7:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 25th day of July 2011 with the following members present:

Don Surratt	Mayor Pro Tem
Donna Arlington	Council Members
Jane Barrett	
Russell Brewster	
Duane Smith	

constituting a quorum. Mayor Melody Paradise was excused from tonight's meeting. The following staff members were present:

Sean Fox	City Manager
Lindsay Wells	City Secretary
Jim Jeffrey	City Attorney
Joel McKinney	Police Chief
Tom Griffith	Fire Chief
Robert Newsome	Finance Director
Chad Joyce	Building Inspector

Also in attendance:

Jim Staples	PEDC Director
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WORK SESSION 6:30 P.M.

Mayor Pro Tem Surratt called the work session into order at 6:33 p.m.

1. **City Manager Report**
 - Item #1-Comprehensive Plan-Jacobs Engineering will be in attendance at the next Council meeting, August 8th.
 - Item #2-PEDC Park Row Project-The project is approximately one month behind schedule, however, the bidding process is due to begin soon.
 - Item #3-Lane Well Update-The final repairs were made July 21st and the well is currently operating at 100%.
 - Item #4-Annual Report-In lieu of a newsletter, staff produced a comprehensive report on the Town. As promised, the annual report will be mailed to citizens August 1st.
 - Item #5-Animal Control Issues-The current ordinance is in need of updating and this topic will be brought before Council at a later date.
2. **Acceptance of Purchase Orders: BUDGETED ITEMS**
3. **Approval of Bills Payable for Professional Services**
4. **Minutes: PEDC-June 22, 2011**

Town Council-July 11, 2011, July 18, 2011

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Council discussed general issues with staff regarding expenditures and gave corrections to the PEDC minutes from 6/22/2011.

Mayor Pro Tem Surratt adjourned the work session at 6:55 p.m.

REGULAR SESSION 7:30 P.M.
CALL TO ORDER/WELCOME

Mayor Pro Tem Surratt called the regular session to order at 7:30 p.m.

INVOCATION BY:

Dr. Bill Hysell, Legacy Church

PLEDGE OF ALLEGIANCE

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Mayor Pro Tem Surratt acknowledged Mayor Paradise's absence due to the birth of her new grandson and asked for patience as Council adjusts to conducting meetings using electronic agenda packets and iPads. Councilmembers Arlington and Smith welcomed the assembled citizens. Councilmember Barrett thanked City Secretary Lindsay Wells for easing the transition to an electronic format and showed her appreciation for the Town Park. Councilmember Brewster welcomed all those in attendance and thanked the Town staff, and especially Public Works, for their hard work.

RECOGNITIONS

Mayor Pro Tem Surratt recognized Christine Stogner for her 22 years of service to the Town of Pantego. Mr. Surratt, along with Police Chief Joel McKinney, welcomed Ms. Stogner and her family in attendance and presented her with a plaque and a check on behalf of the Town to show their appreciation.

COUNCIL LIAISON TO BOARDS REPORTS

- **Park & Recreation Board**

Mayor Pro Tem Surratt stated that a joint meeting of the Park & Recreation Board and the Public Safety Advisory Board is tentatively scheduled in August.

- **Public Safety Advisory Board**

Councilmember Brewster informed Council that the Public Safety Advisory Board has not met in several months and is awaiting the upcoming joint meeting with the Park & Recreation Board in August.

PEDC REPORTS

PEDC Director Jim Staples was in attendance but informed Council that he was unable to attend the last PEDC meeting and deferred to City Manager Sean Fox. Mr. Fox updated Council on the PEDC meeting that took place on July 20, 2011 and relayed that PEDC welcomed two recently appointed new members and elected new officers.

Mr. Fox also informed Council that PEDC was briefed on the progress of the Park Row project and given a presentation by Mundo & Associates for the position of Economic Development Coordinator.

CITIZENS OPEN FORUM

No open forum discussion.

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APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Brewster moved to approve Consent Agenda Items 1, 2, 3, and 4. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Arlington, Barrett, Brewster, and Smith

Nays:

Abstentions:

Mayor Pro Tem Surratt declared the motion passed unanimously.

NEW BUSINESS FOR DISCUSSION, REVIEW, APPROVAL AND / OR DIRECT STAFF

5. Discuss, review and direct staff on possible changes to Article 13.05 "Drought Contingency Plan" of the Town Code of Ordinances

City Manager Sean Fox requested this item be postponed until the next scheduled Council meeting on August 8th.

Councilmember Arlington moved to table agenda item 5 until the August 22nd Council meeting. Councilmember Smith seconded the motion.

The vote was as follows:

Ayes: Surratt, Arlington, Barrett, Brewster, and Smith

Nays:

Abstentions:

Mayor Pro Tem Surratt declared the motion passed unanimously.

6. Discuss, review and consider the wading pool at Bicentennial Park

Public Work Director Ron Edwards updated Council on a letter received from Tarrant County regarding a possible salmonella contamination at the wading pool at Bicentennial Park. Tarrant County officials required the wading pool be closed immediately until further notice. Mr. Edwards briefed Council on the various options available to remedy the situation including tearing the structure down, repairing the structure to meet current codes and filling it in with plants or rocks.

City Manager Sean Fox informed Council of the staff concerns regarding liability issues should the structure remain a water feature that children can play in.

Council discussed the available options provided by staff and the costs associated with those options. Mr. Edwards confirmed that he could provide Council with additional information regarding costs at the next Council meeting.

7. Discuss and consider implementing Pantego Fest

City Manager Sean Fox brought an idea to Council that originated with Fire Chief Tom Griffith regarding implementing an annual festival celebrating the Town of Pantego. Mr. Fox stated that he would like to transition away from the Park & Recreation Board planning and executing several events during the year centered around various holidays and have the new combined Community Relations Board consisting of Park & Recreation and Public Safety Advisory Board members focus on one single event.

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Mr. Fox explained that this proposed event would join Town staff, the Community Relations Board, PEDC, local businesses and citizens together in planning and would be an economic driver for the Town.

Council discussed the advantages of an annual festival as well as the costs associated with such an event. Council also discussed events such as Candy Train and the Easter Egg Hunt that are very popular among residents that they would like to see continue should Pantego Fest become a reality.

8. Consider any action on a proposed resolution authorizing the City Manager to enter into an agreement with Pattillo, Brown, and Hill for audit services

Finance Director Fitzhugh Newsome updated Council on the 6 year contract that is currently in its 5th year and in effect with Pattillo, Brown, and Hill. Although the Town is currently under a contract for audit services, he explained that it is common practice to pass a resolution to continue working with the accounting firm. Mr. Newsome recommended Council approve continuing the relationship with this firm.

Council discussed the costs associated with preparing a Request for Proposal once the current contract expires.

Councilmember Smith moved to approve authorizing the City Manager to enter into an agreement with Pattillo, Brown, and Hill for audit services. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Arlington, Barrett, Brewster, and Smith

Nays:

Abstentions:

Mayor Pro Tem Surratt declared the motion passed unanimously.

9. Discuss and consider combining the Park & Recreation Board and the Public Safety Advisory Board.

City Manager Sean Fox updated Council of the Mayor's request to include this agenda item for discussion and her request for a first and final reading of a proposed ordinance at the next scheduled Council meeting, August 8th. Council asked City Attorney Jim Jeffrey for clarification regarding quorums and whether Council must make an official motion. Mr. Jeffrey gave his opinion regarding board quorum, stating that a majority of members of the combined boards in attendance at any given meeting shall be considered a quorum.

Council discussed with staff the logistics of combining the boards, any PSAB events currently scheduled and the name of the new combined board. The new proposed name is the Community Relations Board. Mayor Pro Tem Surratt confirmed that a first and final reading of an ordinance to combine the Park & Recreation Board and the Public Safety Advisory Board is scheduled for the next Council meeting, August 8th.

COUNCIL INQUIRY

Councilmember Smith expressed frustration in not being able to answer citizen questions when asked during Open Forum Discussions. Councilmember Arlington also mentioned her hesitance in answering questions for fear of violating the Open Meetings Act.

ADJOURNMENT

Mayor Pro Tem Surratt adjourned the regular session at 8:46 p.m.

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APPROVED:


Melody Paradise, Mayor

ATTEST:


Lindsay Wells, City Secretary

