

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Pantego Economic Development Corporation of the Town of Pantego, Texas, met in regular session at 7:00 p.m. in the Council Chamber, 1614 South Bowen Road, Pantego, on the 14th day of September 2011 with the following members present:

Bill Brown	President
Barbara Rogers	Treasurer
Robert "Bob" Horak	Director
Jim Staples	
Eric St. John	

constituting a quorum. Vice President Nancy York and Secretary Charlie Price were excused from tonight's meeting. Staff present were:

Sean Fox	Executive Director
Lindsay Wells	City Secretary
Ron Edwards	Director of Public Works
Fitzhugh Newsome	Finance Director

Also present:

Don Surratt	Mayor Pro Tem
Jane Barrett	Councilmember

REGULAR SESSION 7:00 P.M.
CALL TO ORDER AND GENERAL COMMENTS

President Brown called the meeting to order at 7:00 p.m.

INVOCATION

Treasurer Barbara Rogers gave the invocation.

PLEDGE OF ALLEGIANCE
PRESIDENT'S COMMENTS

President Bill Brown welcomed all those in attendance.

REGULAR BUSINESS

1. **Approval of PEDC Minutes for August 24, 2011.**

Director Bob Horak moved to approve the PEDC minutes from August 24, 2011. Director Eric St. John seconded the motion.

The vote was as follows:

Ayes: Brown, Horak, Rogers, St. John
Nays:
Abstentions: Staples

President Brown declared the motion passed with four ayes and one abstention.

2. Approval of Bills Payable for August 24, 2011.

The PEDC discussed with staff the expenditures including park sprinklers and the Texas Economic Development Council. Director Jim Staples moved to approve the Bills Payable for September 14, 2011. Treasurer Barbara Rogers seconded the motion.

The vote was as follows:

Ayes: Brown, Horak, Staples, St. John, Rogers

Nays:

Abstentions:

President Brown declared the motion passed unanimously.

CITIZEN'S OPEN FORUM

No open forum discussion

DISCUSS, REVIEW AND CONSIDER ANY ACTION AND/OR DIRECT STAFF ON THE FOLLOWING ITEMS OF BUSINESS

3. Adoption of the 2011/2012 Fiscal Year PEDC Budget

Executive Director Sean Fox updated PEDC on the status of bids received for the Park Row development project and suggested discussing agenda item 5 prior to approving the budget should PEDC decide to amend the budget.

Public Works Director Ron Edwards presented the Park Row water line engineering cost received by Alan Plummer and Associates. The cost came to \$63,975 and the current budgeted amount is \$35,000. PEDC discussed the information given with Finance Director Fitzhugh Newsome and agreed to increase the budgeted amount for the engineering plans to \$65,000. PEDC also agreed to lower the budgeted amount for the Park Row development project from \$200,000 to \$180,000.

Director Eric St. John made a motion to approve the budget as presented with amendments as discussed. Director Bob Horak seconded the motion.

The vote was as follows:

Ayes: Brown, Horak, Staples, St. John, Rogers

Nays:

Abstentions:

President Brown declared the motion passed unanimously.

4. Engagement letter from Pattillo, Brown & Hill LLP

Finance Director Fitzhugh Newsome updated PEDC 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 formally approve the contract to continue working with the accounting firm. Mr. Newsome recommended PEDC approve continuing the relationship with this firm.

Director Jim Staples made a motion to approve the contract with Pattillo, Brown & Hill for auditing services. Director Eric St. John seconded the motion.

The vote was as follows:

Ayes: Brown, Horak, Staples, St. John, Rogers

Nays:

Abstentions:

President Brown declared the motion passed unanimously.

5. Discuss, review and consider the bids received for the Park Row Development Project

Public Works Director Ron Edwards presented PEDC with the bids received for the Park Row development project and detailed the bid received by Rentenbach Constructors Inc. as the lowest bid received. Mr. Edwards informed PEDC that Rentenbach Constructors Inc. presented a bid of \$415,000 which would include three lighted crosswalks at a cost of \$85,000 each.

Executive Director Sean Fox presented PEDC with an alternative to the lighted crosswalks at a greatly reduced cost. PEDC discussed the bid presented as well as the alternative given with Mr. Fox.

Director Jim Staples made a motion directing staff to confirm the contract pricing of \$160,000 which excludes the lighted crosswalks and approving the contract with Rentenbach Contractors for an amount not to exceed \$160,000. Treasurer Barbara Rogers seconded the motion.

The vote was as follows:

Ayes: Brown, Horak, Staples, St. John, Rogers

Nays:

Abstentions:

President Brown declared the motion passed unanimously.

6. Discuss, review and direct staff on preparations for the 2011 Texas Conference and Deal Making in San Antonio, TX November 2-4, 2011.

President Bill Brown informed PEDC that he and Executive Director Sean Fox are currently scheduled to attend the 2011 Texas Conference and Deal Making November 2-4, 2011 and inquired whether any other PEDC members would like to attend.

Mr. Fox next discussed a proposal by the Economic Development Coordinator, Mundo & Associates, for the Town to have a booth at the conference. PEDC discussed the information given regarding the cost and importance of the Town having a booth at the conference.

Treasurer Barbara Rogers made a motion to invest \$3,000 to set up a booth at the conference and prepare informational materials. Director Eric St. John seconded the motion.

The vote was as follows:

Ayes: Brown, Staples, St. John, Rogers

Nays: Horak

Abstentions:

President Brown declared the motion passed with four ayes and one nay.

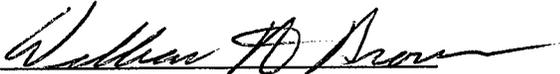
PEDC MEMBER INQUIRY

No report.

ADJOURNMENT

President Brown adjourned the meeting at 8:16 p.m.

APPROVED:



Bill Brown, President

ATTEST:



Charlie Price, Secretary