

**Community Relations Board Minutes
January 3, 2012**

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Community Relations Board of the Town of Pantego, Texas, met in regular session at 7:00 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 3rd day of January 2012 with the following members present:

Barbara Rogers	Chair
Karen Strzelecki	Treasurer
• Terry Bacon	Board Members
Lothar Heller	
Gladys Holamon	
Otis Holamon	
• Annie Johnston	
• Cal Kost	
William Nolen	
Stephen Smith	

constituting a quorum. Vice-Chair Christi Perez, Secretary Ashleigh Miller and Board members Kaitlin Brewster, Jeanne Griffeth, Thomas Griffith, Glen Paradise, Nic Perez, and Jean Stephens were excused from tonight's meeting. The following staff members were present:

Sean Fox	City Manager
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Also in attendance:

Don Surratt	Council Liaison
David McCaskill	McCaskill Design Group
Eric Fox	
Tracy Fox	

REGULAR SESSION 6:30 P.M.

Chair Barbara Rogers called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

CRB MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

The Lions Clubs will be hosting a Pancake Breakfast on Saturday, January 28, 2012 from 7:00-11:00 a.m. at the Odis Pharr Community Center at 3335 Marathon Street. The board was informed that Diann Miller has resigned due to health reasons.

Stephen Smith thanked the Town for a wonderful volunteer dinner held at Shady Valley Country Club on December 9, 2011.

1. Minutes: November 8, 2011

Chairwoman Rogers stated that the November 8, 2011 will be presented for review and approval at the next meeting on February 7, 2012.

CITIZENS OPEN FORUM

None at this time.

NEW BUSINESS FOR DISCUSSION, REVIEW, OR APPROVAL

2. Review of Candy Train/Tree Lighting Event

The Board discussed the Candy Train/Tree Lighting Event held Saturday, November 26, 2011. Issues discussed included the Firefighter mascot, Sparky, carolers, Starbucks, and overall turnout.

The Board acknowledged that the vendors including TNT Entertainment did a wonderful job. Planning for next year's event included Council participation and scheduling so as not to interfere with the City of Arlington's Parade of Lights.

3. Park Assessment-maintenance and Master Plan

David McCaskill of David McCaskill Design Group addressed the Board. The PEDC approved a park master plan designed by McCaskill Design Group, and a Stakeholders Meeting will be held Monday, January 16, 2012. A questionnaire for citizens regarding the park was included in the last water bill and is on the Town of Pantego website.

The Board discussed issues including an electrical assessment, the status of the cemetery, the playground equipment and how the park is maintained.

4. Event Planning 2012: Easter and Youth Events

The PYLC will work in conjunction with the CRB to create a new youth event and will help plan and organize the event. Stephen Smith stated that PYLC will meet on Tuesday, January 17, 2012 and he will inform the Board in February of what PYLC discussed. The event is slated for late May and will be used as a recruiting tool for the PLYC.

The Easter Egg Hunt is scheduled for Saturday, April 7, 2012 from 2:00-4:00 p.m. Issues discussed included preparations for the Easter Egg Hunt and activities scheduled during the event.

City Manager Sean Fox mentioned that PantegoFEST will be October 5, 6, and 7, 2012.

5. Budget Update

Chairwoman Rogers stated that Halloween expenses totaled \$1,245.21 and the Candy Train/Tree Lighting expenses totaled \$2,589.88 of the \$10,000 annual budget.

\$2,500 has been allocated for the new youth event and \$2,500 has been allocated for the Easter Event, leaving a total of \$1,164.91 for Memorial Day and T-shirts. Cal Kost suggested a Veterans organization in town be contacted to help arrange a Memorial Day ceremony.

6. Administrative: T-shirts, Updated Calendar for 2012

It was stated that the objective of Board shirts is to let attendees know who to speak with if they have a concern or need anything. Cal Kost suggested vests instead of t-shirts be considered for all volunteers who work the day of the event. Stephen Smith suggested a reflective material since there are two day events and two night events.

City Manager Sean Fox handed out the 2012 calendar.

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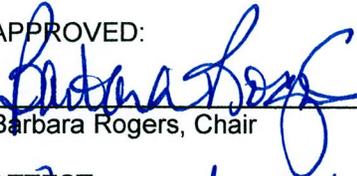
OPEN INQUIRY

Chairwoman Rogers stated that new members of the Community Relations Board are needed. City Manager Sean Fox discussed a public hearing that will be held at the next Council meeting, Monday, January 9, 2012 to discuss a proposed water rate increase to fund infrastructure improvement projects.

ADJOURNMENT

Chairman Rogers adjourned the regular session at 8:39 p.m.

APPROVED:



Barbara Rogers, Chair

ATTEST:



Karen Strzelecki, Acting Secretary

