

Town Council Minutes
March 26, 2012

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 26th day of March 2012 with the following members present:

Melody Paradise
Don Surratt
Jane Barrett
Don Funderlic
Duane Smith

Mayor
Mayor Pro Tem
Council Members

constituting a quorum. Councilmember Russell Brewster was excused from tonight's meeting. The following staff members were present:

Sean Fox
Lindsay Wells
Jim Jeffrey
Fitzhugh Newsome
Joel McKinney
Tom Griffith
Ron Edwards
Chad Joyce

City Manager
City Secretary
City Attorney
Finance Director
Police Chief
Fire Chief
Public Works Director
Community Development Director

Also in attendance:

Pam Mundo
Bill Brown
Charlie Price

Economic Development Coordinator
PEDC President
PEDC Director

WORK SESSION 6:30 P.M.

Mayor Paradise called the work session into order at 6:35 p.m.

1. City Manager Report

- March Meet & Greet-Colonial Savings Bank will host another Meet & Greet event with PEDC tomorrow, Thursday, March 29, 2012 from 5:30-6:30 p.m. A presentation on SBA loans and PantegoFEST will be given.
- Police Department Lightning Damage-All claims for damages stemming from the lightning strike have been submitted to TML with one bill remaining to be paid.
- Council Orientation-Staff is seeking Council direction on suitable dates to hold a Council orientation for new and returning Council members. Staff is recommending an orientation be held on a Monday during an off-Council week in April or early May.

Council discussed orientation dates and agreed to meet May 7, 2012 at 6:30 p.m. in the training room.

2. Approval of Bills Payable and Purchase Orders in Excess of \$1,000

Council discussed purchase orders presented including invoices for engineering services, technology services and maintenance agreements.

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3. Minutes: PEDC-February 22, 2012
Town Council-March 14, 2012

Council discussed the minutes presented and changes proposed to Town Council minutes.

4. Discuss and consider any action on the waiving of fees for a re-application for a proposed Special Use Permit, as requested by Tammi Witherspoon, for the establishment of a religious, outreach, non-profit organization, More Than Conquerors Ministries.

Community Development Director Chad Joyce stated that he has been in contact with Ms. Witherspoon and offered several alternative locations for her organization. Mr. Joyce stated that Ms. Witherspoon would like to reapply for a new Special Use Permit and requested her previous fee be applied to the new application.

Council discussed issues including costs imposed by the town for a new application, allowing a partial deduction to cover administrative costs, and future applicants for a Special Use Permit. Council recommends waiving 100% of the fee for Ms. Witherspoon's reapplication for a Special Use Permit.

5. Discuss and direct staff on a proposed amendment to Article 14.02 "Zoning Ordinance," Division 11 "Special Standards," Part II "Sign Requirements" to clarify the definition of flags and add definition and requirements for feather banners.

Community Development Director Chad Joyce stated that a business has requested the town review its ordinances to allow the use of feather banners. Mr. Joyce informed Council of current allowances and offered options for Council review.

Council discussed the options presented and issues including ordinance review and the frequency of the signs being displayed.

6. Discussion and consider a street name change from Pantego Drive to Joseph Scottino Drive.

City Manager Sean Fox informed Council that May is National Police Memorial Month and the Pantego Police Department is arranging a memorial for Pantego's fallen officer, Joseph Scottino. Mr. Fox proposed changing the name of a street near the police department from Pantego Drive to Joseph Scottino Drive and stated that the cost to implement the change would be minimal.

Police Chief Joel McKinney discussed Patrolman Scottino's history with the Town stating that Patrolman Scottino began his employment with Pantego at 18 years old as a dispatcher, became a police officer at 20 years old and passed away at 22 years old when he was accidentally shot by his service weapon when he fell through a roof while searching for burglary suspects.

Council discussed requirements for making changes to the 911 system and GPS companies as well as the name of the street.

Cal Kost, 2806 Whispering Trail Cir. Pantego, TX 76013 – Mr. Kost suggested that a shorter name would be more convenient for businesses that may relocate to the street.

Council agreed to change the name of Pantego Drive to Scottino Drive and will hold a memorial ceremony on Monday, May 21, 2012.

7. Discuss economic development issues with Economic Development Coordinator Mundo & Associates.

Economic Development Coordinator Pam Mundo updated Council on PEDC initiatives including the monthly Meet & Greet events, creating a business directory and retail opportunities available.

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Council the information presented and how businesses are notified of the Meet & Greet events.

8. Discuss, review and consider any action on a resolution for an interlocal agreement for rabies control.

Public Works Director Ron Edwards stated that this is an annual renewal of an interlocal agreement with the City of Fort Worth. Council discussed budgetary requirements as well adding City Manager Sean Fox's title to the documents presented.

9. Discuss, review and consider any action on a resolution and interlocal agreement for household hazardous waste.

Public Works Director Ron Edwards stated that this agenda item is also an annual interlocal agreement with the City of Fort Worth. Council discussed voucher systems, utilizing Fort Worth's hazardous waste vehicles and arranging a Town hazardous waste clean-up day.

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

Mayor Paradise called the regular session to order at 7:40 p.m.

INVOCATION BY:

Mayor Pro Tem Don Surratt

PLEDGE OF ALLEGIANCE

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Mayor Pro Tem Surratt thanked Police Chief Joel McKinney and the Pantego Police Department for their unique service of making daily home visits while a resident is away. Mr. Surratt thanked Mayor Paradise for the opportunity for him and his children to participate in the PYLC field trip to Camp Thurman on Friday, March 16, 2012 and discussed his challenge made to Mayor Paradise at the previous Council meeting to climb the Power Pole. He congratulated Mayor Paradise, City Secretary Lindsay Wells, and Eric Fox, City Manager Sean Fox's son, for completing the Power Pole. Mayor Pro Tem Surratt feels Pantego is very lucky to have a place like Camp Thurman.

Mayor Paradise discussed her experience on the Power Pole and agreed that the field trip to Camp Thurman was enjoyable for all who were able to attend. A team building day at Camp Thurman for Council, PEDC and staff was discussed. Mayor Paradise also thanked Camp Thurman for making special arrangements for PYLC during a period usually reserved for hiring and training staff.

Councilmember Smith stated that a citizen at a Comprehensive Plan meeting mentioned that they had concerns about Pantego's plans for street improvements and asked City Manager Sean Fox for a list of roads being considered for improvement. Mr. Fox stated that he will provide that list.

COUNCIL LIAISON TO BOARD REPORT

- **Community Relations Board**

The annual Easter celebration will be held Saturday, April 7, 2012 from 2:00-4:00 p.m. at Bicentennial Park with an Easter Egg hunt, scavenger hunt and activities for children.

- **Pantego Youth Leadership Council**

Mayor Paradise stated that immediately following their trip to Camp Thurman, PYLC met at Bicentennial Park to discuss a planned Youth Event being planned in conjunction with the Community Relations

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Board. PYLC also met last Tuesday, March 20, 2012 and discussed the Camp Thurman event and were assigned roles for their mock trial that will be held in May.

PEDC REPORTS

President Bill Brown had nothing to report at this time.

CITIZENS OPEN FORUM

None at this time.

APPROVAL OF CONSENT AGENDA ITEMS

Mayor Pro Tem Surratt moved to approve Agenda Items 2, 3, 4, 5, 6, 7, 8, and 9 with changes as discussed on consent. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

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

10. Discuss and receive a presentation by Patillo, Brown, and Hill, L.L.P. of the financial statements for the Town of Pantego Economic Development Corporation.

Finance Director Fitzhugh Newsome introduced John Manning, managing partner from Patillo, Brown, and Hill, L.L.P to present the audit prepared for the Town as well as the Pantego Economic Development Corporation. Mr. Manning presented the audits and detailed major points.

Council discussed the timing of this presentation as well as being given more time to review future audits. Mr. Newsome explained issues related to employee compensation including the retirement vesting schedule.

11. Discuss and consider proposed improvements to the Park Row corridor.

City Manager Sean Fox presented a cost estimate for proposed Park Row improvements projected to be \$1.538 million which includes a \$65,000 water line engineering study paid by PEDC funds. Mr. Fox detailed how the project will be funded. Council discussed expenditures and the options presented and also inquired about fund balances and engineering studies.

Public Works Director Ron Edwards discussed available options to extending the project west to the Waterford Retirement Center. Council discussed issues including right of ways, relocating utilities and creating a pedestrian friendly area.

12. Discuss, review and consider the Park Master Plan with David Mccaskill.

David Mccaskill informed Council of the results of the park survey sent to residents as well as an inventory taken of all items in Bicentennial Park. Mr. Mccaskill presented several options for different sections of the park including new aesthetic fencing and a pond.

Council discussed issues including pond maintenance, flooding concerns, and replacing elements of the playground area.

13. Discuss, review and approve PEDC's expenditure for ISO ratings consultant.

City manager Sean Fox presented information contained in a report by Fire Chief Tom Griffith and stated that the Town's ISO ratings were last reviewed in 2000 and went from a 5 to a 4. Mr. Fox gave an overview of the process and explained the benefits to citizens and the business community.

Council discussed issues including the proposed consultant's background and previous work and the Town's history of updating its ISO rating.

Mayor Pro Tem Surratt made a motion to approve PEDC's expenditure for ISO ratings consultant. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

14. Discuss and consider any action on a policy for uniform measurement for the separation of alcohol selling/serving establishments and protected uses.

Community Development Director Chad Joyce informed Council that the information presented is based on Council recommendations from the previous Council meeting. Council thanked Mr. Joyce for his efforts in drafting the policy. City Attorney Jim Jeffrey explained the importance of having this policy in place.

Mayor Pro Tem Surratt made a motion to approve a policy for uniform measurement for the separation of alcohol selling/serving establishments and protected uses. Councilmember Funderlic seconded the motion

The vote was as follows:

Ayes: Surratt, Barrett, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

ORDINANCES

15. Discuss and consider any action on a proposed ordinance amending Chapter 2, "Animal Control," Articles 2.01 "General Provisions," 2.02 "Impoundment," 2.03 "Vaccination and Licensing of Dogs and Cats," and 2.07 "Prohibited Animals," of the Code of Ordinances of the Town of Pantego, Texas.

Public Works Director Ron Edwards informed Council of changes made based on recommendations from a previous Council meeting. Council discussed total number of allowed chickens on a property, quarantined animals and prohibited animals.

Councilmember Barrett made a motion to approve a First Reading of an ordinance amending Chapter 2, Animal Control, Articles 2.01, 2.02, 2.03, and 2.07 of the Code of Ordinances of the Town of Pantego, Texas with changes as discussed. Mayor Pro Tem Surratt seconded the motion.

The vote was as follows:

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Ayes: Surratt, Barrett, Funderlic and Smith
Nays:
Abstentions:

Mayor Paradise declared the motion passed unanimously.

COUNCIL INQUIRY

Mayor Pro Tem Surratt stated that a smoking ordinance has been previously discussed and inquired about discussion of a smoking ordinance on a future Council agenda. Mr. Surratt also inquired about a possible moratorium on new hookah lounges while a smoking ordinance is being considered.

SCHEDULED EXECUTIVE SESSION

The Council will convene in the City Manager's Office pursuant to the Texas Government Code for an executive session as follows:

Pursuant to Government Code Section 551.074, to deliberate the appointment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee –

1. Discussion of various Boards and Commissions appointments

Mayor Paradise adjourned the regular session into executive session at 10:43 p.m. and reconvened at 11:01 p.m. with Mayor Paradise requesting a motion on the executive session discussion item.

Mayor Pro Tem Surratt made a motion to remove Eric St. John from the Pantego Economic Development Corporation. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Funderlic and Smith
Nays:
Abstentions:

Mayor Paradise declared the motion passed unanimously.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 11:01 p.m.

APPROVED:



Melody Paradise, Mayor

ATTEST:



Lindsay Wells, City Secretary