

**Town Council minutes
April 9, 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 9th day of April 2012 with the following members present:

**Melody Paradise
Don Surratt
Jane Barrett
Russell Brewster
Don Funderlic
Duane Smith**

**Mayor
Mayor Pro Tem
Council Members**

constituting a quorum. 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:

Bill Brown

PEDC President

WORK SESSION 6:30 P.M.

Mayor Paradise called the work session into order at 6:36 p.m.

1. City Manager Report

- Severe weather after action – The Town sustained no major damage during the storms of the previous week. Staff has begun discussing emergency procedures including the use of Blackboard Connect.
- PantegoFEST – The festival is now six months away and the Steering Committee has been meeting on a monthly basis and has solidified the schedule of events for the festival. More information will be presented at the May 14, 2012 Council meeting.
- Council Orientation – Staff will be conducting a Council orientation on May 7, 2012 beginning at 6:30 p.m. in the Betty Harrison training room. All Councilmembers are invited to attend.

Council discussed utilizing the Town website and Facebook page during an emergency.

2. Monthly Staff Reports

Council discussed the financial statements presented by Finance Director Fitzhugh Newsome and received clarification on investments, revenues and departmental budgets. Council discussed a report of a burglary with Police Chief Joel McKinney and asked him to congratulate the warrant officers for their work during the Warrant Roundup. Fire Chief Tom Griffith discussed information presented in the fire

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department reports. Staff provided information regarding liens against properties. Council thanked the police department and fire department staff for their informative presentations made to PYLC.

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

Council discussed purchase orders presented including invoices for attorney services and Lane Well site repairs.

- 4. Minutes:** CRB-February 7, 2012 and March 6, 2012
PEDC-March 14, 2012
Town Council-March 26, 2012

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

Mayor Paradise called the regular session to order at 7:36 p.m.

INVOCATION BY:

Mark Burkhart, Lakehouse Church

PLEDGE OF ALLEGIANCE

COUNCIL RECOGNITION

Mayor Paradise issued a proclamation supporting the Pantego Wellness Campaign and briefly explained the new program that will be launching at the end of the month.

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Councilmember Smith stated that he recently saw a bobcat running through his neighborhood early one morning and advised residents to be cautious. Councilmember Barrett mentioned the Easter Egg Hunt and thanked the Community Relations Board and PYLC for a great event. Councilmember Funderlic thanked the Community Relations Board as well.

Mayor Pro Tem Surratt stated that he was impressed with the turnout for the Easter Egg Hunt event and now has a greater appreciation for how an event comes together. Mr. Surratt thanked town staff and the Community Relations Board for a successful event.

Mayor Paradise agreed with Mayor Pro Tem Surratt that it is impressive to see an event take shape and stated that the increased attendance may have been helped by Pantego's mentions online for area Easter egg hunt events. Mayor Paradise also mentioned that the town offered a "Mayor for the Day" for a Pantego Christian Academy fundraising auction in October 2011. The winner of the auction, Angela Lilley, will be presiding over the next Council meeting on April 23, 2012 as "Mayor for the Day."

COUNCIL LIAISON TO BOARD REPORT

- **Community Relations Board**

Mayor Pro Tem Surratt stated that 14 members were in attendance at their last meeting held Tuesday, April 3, 2012 and discussion focused on the Easter Event as well as the upcoming Memorial Day event. Mayor Pro Tem Surratt stated that one issue facing the board is being unaware where items for events such as decorations are stored.

- **Pantego Youth Leadership Council**

Mayor Paradise stated that PYLC is working on their year-end mock trial to be held Tuesday, May 15, 2012. At their last meeting on Tuesday, March 20, 2012, members of the Police Department and Fire Department gave presentations on their respective departments.

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PEDC REPORTS

City Manager Sean Fox informed Council that PEDC met in executive session to discuss economic incentives and approved an engineering agreement for the Park Row water line.

Mayor Paradise stated that PEDC had previously agreed to auction the concession stand and discontinue concession sales at the park. Council discussed issues related to maintaining the concession stand and keeping that feature in Bicentennial Park.

CITIZENS OPEN FORUM

None at this time.

APPROVAL OF CONSENT AGENDA ITEMS

Mayor Pro Tem Surratt moved to approve Agenda Items 1, 2, 3, and 4 on consent. Councilmember Brewster seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

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

5. Discuss, review and consider any action on repair of the 303 well.

Public Works Director Ron Edwards explained to Council that the 303 well experienced a failure in January 2012 and stated that Collier and Associates has performed a study on the well. Mr. Edwards made the recommendation to approve the proposed improvements. Council discussed estimated costs and future repairs that may be required and using known companies, well capacity.

Hughbert Collier of Collier and Associates stated that it is standard practice in his industry to estimate costs rather than giving a firm cost due to unknown variables that arise during construction. Mr. Collier also discussed the possibility of drilling a new well and having a backup well.

Mayor Pro Tem Surratt moved to approve repair costs of the 303 well not to exceed \$145,000. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

6. Discuss and approve PEDC's expenditure for an agreement for Alan Plummer and Associates to provide engineering services for the Park Row water line.

Public Works Director Ron Edwards explained the history of this issue and detailed issues brought by both PEDC and Council including reducing costs. Mr. Edwards stated that the total cost for construction

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documents including survey work would be \$67,305. Council discussed issues including demolition and reimbursable costs.

Mayor Pro Tem Surratt moved to approve PEDC's expenditure for an agreement for Alan Plummer and Associates to provide engineering services for the Park Row water line. Councilmember Brewster seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

7. Discuss, review and consider any action on Town street projects.

Public Works Director Ron Edwards discussed with Council road projects throughout the Town that have been identified and explained how each project would be completed.

Council discussed the road construction partnership with Tarrant County, project timelines, aspects of the proposal and contingency costs.

Councilmember Brewster made a motion to approve the staff recommended list of street repair projects. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

8. Discuss and approve proposed improvements to the Park Row corridor.

City Manager Sean Fox explained that staff has taken previous Council questions and recommendations and modified the total scope of the project accordingly. Mr. Fox discussed issues including fire hydrants, moving utilities and right of ways. Mr. Fox stated that the total cost of the project would be \$1,538,568 and explained that the project will be funded with a combination of Water and Sewer Funds, Water and Sewer Construction Funds, Street Improvement Construction Funds, PEDC Funds and a grant from Tarrant County.

Council discussed issues including implementing the plan in phases, crosswalks, balancing all street repairs with this project, and above ground utilities. Council stated that more discussion is needed and mentioned scheduling a separate work session.

ORDINANCES

9. Discuss and consider any action on a Second and Final Reading of 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.

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Public Works Director Ron Edwards explained that issues previously discussed have been addressed in the proposed ordinance. Council discussed the length of time before disposition with the City of Fort Worth and posting lost animals on the Town Facebook page.

Mayor Pro Tem Surratt made a motion to approve the Second and Final 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. Councilmember Funderlic seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

10. Discuss and consider any action on a proposed ordinance amending Articles 14.02 "Zoning Ordinance," Division 11 "Special Standards," Part II "Sign Requirements," to clarify the definition of flags and add definition and requirement for feather banners.

Community Development Director Chad Joyce detailed changes made since the previous meeting. Council discussed meeting with the business owner who brought the concern and time frames for displaying banners.

Councilmember Funderlic made a motion to approve an ordinance amending Article 14.02 "Zoning Ordinance" to clarify the definition of flags and add definition and requirements for feather banners with changes as discussed. Councilmember Brewster seconded the motion

The vote was as follows:

Ayes: Barrett, Brewster, and Funderlic

Nays: Surratt, Smith

Abstentions:

Mayor Paradise declared the motion passed 3-2 with Barrett, Brewster, and Funderlic approving and Surratt and Smith denying.

11. Discuss and consider any action on a proposed ordinance amending Chapter 4, "Business Regulations," by adding Article 4.07 "Guidelines for filming in the Town of Pantego."

Community Development Director Chad Joyce informed Council of the steps necessary for a community to be considered film friendly and stated that the passage of the proposed ordinance is the first step.

Council discussed issues including Google Streetview filming and filming on one's own property.

Councilmember Barrett made a motion to approve an ordinance amending Chapter 4, "Business Regulations," by adding Article 4.07, "Guidelines for filming in the Town of Pantego." Mayor Pro Tem Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

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12. Discuss and consider any action on the First and Final Reading of a proposed ordinance amending the Town of Pantego Code of Ordinances Appendix A, "Fee Schedule."

Community Development Director Chad Joyce stated that many fees have not been updated in at least three years and explained how he updated the fees presented. Council discussed accessory buildings, gas well inspection fees, and administrative costs,

Mayor Pro Tem Surratt made a motion to approve the First and Final Reading of an ordinance amending the Town of Pantego Code of Ordinances Appendix A, "Fee Schedule" with changes as discussed. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

COUNCIL INQUIRY

Mayor Paradise stated that Mayor Pro Tem Surratt's inquiry at a previous Council meeting regarding a smoking ordinance and possible moratorium are being addressed by staff and will come before Council soon. Mayor Paradise also inquired about a tree trimming ordinance and Community Development Director Chad Joyce stated that he is developing it.

Councilmember Brewster questioned if the Town has a contract with Cowboy Towing for issues such as traffic accidents and made a brief mention of the cost a neighbor was charged for towing service after a traffic accident. Chief McKinney stated that the Town does not have a contract. City Attorney Jim Jeffrey informed Council how towing fees are set.

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 551.087, to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body and with which the governmental body is conducting economic development negotiations.

Mayor Paradise adjourned the regular session into executive session at 10:23 p.m. and reconvened at 11:41 p.m. Mayor Paradise requested motions regarding economic development grant applications.

Mayor Pro Tem Surratt made a motion to accept PEDC's recommendation concerning 4D-JL approving a total economic incentive of \$130,000 with an \$80,000 grant and \$50,000 in a 380 agreement. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, Funderlic and Smith

Nays:

Abstentions:

Mayor Paradise declared the motion passed unanimously.

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Councilmember Brewster made a motion to accept PEDC's recommendation concerning It's All Good approving a total economic incentive of \$31,000 with a \$15,000 grant and \$16,000 loan. Mayor Pro Tem Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Brewster, and Smith

Nays: Funderlic

Abstentions:

Mayor Paradise declared the motion passed 4-1 with Surratt, Barrett, Brewster, and Smith approving and Funderlic denying.

Mayor Paradise declared the motion passed unanimously.

ADJOURNMENT

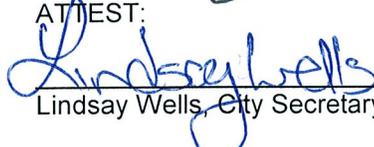
Mayor Paradise adjourned the regular session at 11:44 p.m.

APPROVED:



Melody Paradise, Mayor

ATTEST:



Lindsay Wells, City Secretary