



AGENDA

PANTEGO ECONOMIC DEVELOPMENT CORPORATION

February 12, 2014

**TOWN COUNCIL CHAMBER
1614 S. BOWEN ROAD
REGULAR SESSION 7:00 P.M.**

REGULAR SESSION 7:00 P.M.

CALL TO ORDER AND GENERAL COMMENTS

INVOCATION: Pastor Mark Burkhart, Lake House Church

PLEDGE OF ALLEGIANCE

PRESIDENT'S WELCOMING COMMENTS

PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

REGULAR BUSINESS

1. Executive Director Report
2. Approval of PEDC Minutes
 - January 22, 2014
3. Summary of Revenues and Expenditures
 - February 12, 2014

CITIZENS OPEN FORUM

This is a time for the public to address the PEDC on any subject not on this agenda. However, in accordance with the Open Meetings Act Section 551.042, the PEDC cannot discuss issues raised or make any decisions on that subject at this time. The PEDC or an appropriate Town official may make a statement of factual information or policy on the subject in response to an inquiry by a member of the public. Issues raised may be referred to Town Staff for research and possible future action.

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

4. Discuss and consider action on the lighting on the Arch on Park Row
5. Discuss and consider action on ordering more Shop Pantego Business signs
6. Discussion on the organizing and planning of a Spring event for March
7. Discuss and direct staff on the 2013 Annual Report
8. Discuss and make recommendations for the 2014 Strategic Plan

SCHEDULES EXECUTIVE SESSION

The PEDC 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 seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.VIP Grooming

PEDC MEMBER INQUIRY

If a member of the PEDC makes a spontaneous inquiry about a subject not on this agenda, then the PEDC or an appropriate Town official may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the PEDC cannot discuss issues raised or make any decisions on that subject at this time. Issues raised may be referred to Town Staff for research and possible future action.

ADJOURNMENT

CERTIFICATION

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Sunday, February 9, 2014 at 5:00 p.m., and remained so posted at least 72 hours before said meeting convened.



Julie Arrington, City Secretary

Auxiliary aids and services are available to a person when necessary to afford an equal opportunity to participate in Town functions and activities.

Auxiliary aids and services or accommodations should be requested forty-eight (48) hours prior to the scheduled starting time by calling the City Secretary's Office at (817) 548-5852

Complete PEDC Agenda and background information are available for review at the City Secretary's Office and on the Town's website: www.townofpantego.com

**NOTICE
of
POTENTIAL QUORUM**

NOTICE IS HEREBY GIVEN THAT A POTENTIAL QUORUM OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO MAY BE PRESENT DURING THE REGULAR MEETING OF THE PANTEGO ECONOMIC DEVELOPMENT CORPORATION.

February 12, 2014

**TOWN COUNCIL CHAMBER
1614 SOUTH BOWEN ROAD
PANTEGO, TEXAS**

BEGINNING AT 7:00 P.M.

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Sunday, February 9, 2014 and remained so posted at least 72 hours before said meeting convened.


Julie Arrington, City Secretary



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Matt Fielder, Executive Director
Date: 02/12/2014
Re: Executive Director Report

Nothing to report at this time



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Julie Arrington, City Secretary
Date: 02/12/2014
Re: Minutes

Attached for your review and approval are:

- Minutes January 22, 2014

Pantego Economic Development Corporation
January 22, 2014

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 22nd day of January 2014 with the following members present:

Bill Brown	President
Fred Adair	Secretary
Don Surratt	Director
Arsalan Gittiban	

Constituting a quorum. Staff present was:

Tom Griffith	Interim Executive Director
Julie Arrington	City Secretary
Ariel Carmona	Finance Director
Chad Joyce	Community Development Director

Also in attendance:

Pam Mundo	Economic Development Coordinator
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REGULAR SESSION 7:00 P.M.
CALL TO ORDER AND GENERAL COMMENTS

President Bill Brown called the meeting to order at 7:04 p.m.

INVOCATION

Community Development Director Chad Joyce gave the invocation.

PLEDGE OF ALLEGIANCE
PRESIDENT'S COMMENTS

President Brown welcomed the audience for tonight's attendance.

PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

The Directors have nothing to report at this time.

REGULAR BUSINESS

1. Executive Director Report

Mr. Griffith had nothing to report at this time. Mr. Joyce informed the Board the lights on the Arch on Park Row were removed before notification could be made to the contractor to leave them up. President Brown requests this item to be on the next agenda.

2. Approval of PEDC Minutes

- **January 8, 2014**

The Board requested changes to item number 1 the Executive Directors Report to reflect that Mr. Griffith had nothing to report.

Secretary Adair made a motion to approve the minutes from January 8, 2014 with the above changes. Director Gittiban seconded the motion.

The vote was as follows:

Ayes: Directors Surratt, Adair, and Gittiban
Nays: None
Abstention: None

President Brown declared the motion passed unanimously.

3. Summary of Revenues and Expenditures

- January 22, 2014

The Board discussed the statue maintenance invoice comparing it to last year.

Director Surratt made a motion to approve the Vendor Payment List of invoices. Secretary Adair seconded.

The vote was as follows:

Ayes: Directors Surratt, Adair, and Gittiban
Nays: None
Abstention: None

President Brown declared the motion passed unanimously

CITIZEN'S OPEN FORUM

None at this time.

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

4. Discussion and Action upon the election of a new Treasurer

Director Surratt made a motion to elect Director Gittiban as the new Treasurer. Secretary Adair seconded the motion.

The vote was as follows:

Ayes: Directors Surratt, Adair, and Gittiban
Nays: None
Abstention: None

President Brown declared the motion passed unanimously

5. Discussion on the organizing and planning of a Spring event for March

Ms. Mundo presented a Bingo Card style event for local businesses that choose to take part in the Spring Event scheduled for March 2014. The idea is to give shoppers a card they have the store stamps when visiting the local business. Once the card is full the shopper would then deliver the card to Pantego Town Hall and register for a drawing. One requirement is the local business must participate in the PEDC website. The Board would prepare the cards. The drawing would consist of several donations from the local businesses for the prizes. This will force the business to participate in the website.

There was discussion on the time needed to plan and prepare for the event. Ms Mundo believes she can have this implemented in a month. There was some discussion on expenses. Ms Mundo believes she can obtain 100 cards for approximately \$25.

The board discussed ideas of having the cards based on the different categories of the businesses; for example a food only card that would represent the local restaurants. President Brown requested this item to be on the next agenda for further review.

6. Discussion and Recommendations for the 2014 Strategic Plan.

Mr. Brown requested the Board have a work session to discuss this item in further detail. There was not a decision on the date and time of the work session.

Ms. Mundo recently attended a health care summit and presented a report to the Board. She informed the board she would like to sit with the local hospitals and see what their current trends are. She advised the trend discussed in the summit is for treatment to be at a different location than a hospital; such as a community healthcare center, or vaccinations at school, etc. She believes this could be an opportunity for Pantego to capitalize on some of the Hospitals and have a store front emergency care center.

There was some discussion on the type of tax revenue this will bring into the Town and the convenience it will produce for the residents.

Ms Mundo advised the Board to think about incorporating more green space into the town creating outdoor public gathering spaces. She requested the Board to brainstorm some locations and ideas for this.

Ms Mundo also suggested to the Board to look into providing public transportation to local events; for instance, purchasing a bus that could carry residents to the football or baseball games and bring them back when the events are over. Some discussion on the implications this could have on the local restaurants providing dinner while residents wait for the bus to come.

7. Discuss VIP Grooming and the possible relocation of the store

The owner of VIP Grooming was present to speak with the board regarding her change of address and the application process. She explained she could not come to an agreement with the previous landlord and was forced to move to a new location. Per the owner the new location needs the exact same construction as the old location and all quotes will remain the same for the work. Her new location is 1519 Bowen Rd. Pantego, Texas.

The Board discussed the possible implication of the new address and the revitalization needs of the new location. President Brown requests this to be on the next agenda along with an executive session.

SCHEDULES EXECUTIVE SESSION

The PEDC 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 seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations. VIP Grooming

President Brown cancelled the executive session due to not receiving the new application from VIP Grooming in time for the meeting.

PEDC MEMBER INQUIRY

None

ADJOURNMENT

President Brown adjourned the regular session at 8:06 p.m.

APPROVED:

Bill Brown, President

ATTEST:

Fred Adair, Secretary



Memo

To: President Bill Brown and PEDC Board Members
From: Ariel Carmona, Finance Director
Date: 02/12/2014
Re: **PEDC Expenditure Approval**

Summary of expenditures for board approval

Statement of Revenues and Expenditures for Fiscal Year 2013/2014

Vendor Payment Listing 02/10/2014

Invoices submitted for approval:

Commerce Bank	Staff Meal before Meeting	\$ 16.58
D Automation Corporation	Feb 2014 Web Access	99.95
Ferguson Enterprises, Inc.	North bathroom repair	5.01
Mundo & Associates	Jan 2014 Professional services & expenses	3,057.82
Mundo & Associates	Dec 2013 Professional services & expenses	3,452.02
Westlake Ace Hardware	Pump pond / oil / side receptacle	77.23
Westlake Ace Hardware	Tape for playgrounds	14.97
Westlake Ace Hardware	Milk house heater to prevent freezing	83.97
	Total	<u>\$ 6,807.55</u>

MUNDO & ASSOCIATES

Economic Development, Planning and Civil Engineering
www.mundoandassociates.com

MUNDO & ASSOCIATES, INC. 5542 CANADA COURT 214.773.0900
ROCKWELL, TX 75087 214.642.5153
972.415.4590
fax 972.774.0935

January 17, 2014
(updated 2 /5/14)

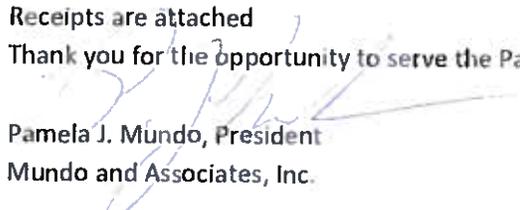
Bill Brown, President
Wm.brown@sbccglobal.net

Ariel Carmona
a.carmona@townofpantego.com

Town of Pantego
1614 S. Bowen Road
Pantego, TX 76013

Invoice for Services from Mundo and Associates, Inc. for the Pantego EDC.	
December Services (see description attached)	\$3,000.00
Decorating Prize Holders – Anything Goes-4 bowels/2 Hollday stockings	60.62
Wynne Motor Coaches, LLC – van for decorating contest	\$391.40
Total	\$3,452.02

Description of Work Attached
Receipts are attached
Thank you for the opportunity to serve the Pantego EDC


Pamela J. Mundo, President
Mundo and Associates, Inc.

TX HUB

MUNDO ASSOCIATES

Economic Development, Planning and Civil Engineering
www.mundoandassociates.com

MUNDO & ASSOCIATES INC. 5542 CANARY COURT 214-771-0966
 ROCKWELL, TX 75087 214-942-5352
 972-415-4599
 fax 972-771-0915

Pantego	
Description of Work	
December 2013	
December 2, 2013	Worked on deal points for ED agreements with Mad Mike's Ice Cream & VIP Grooming by Ginny, worked on constant contact flyer on donations for decoration baskets 4 hrs
December 3, 2013	Met with Pres Bill Brown, worked on announcement of the decorating Contest, visited with businesses on the contest in the Park Row Center and the Village Park Center, met with Anything Goes on preparation of the prize awards. 5 hrs
December 9, 2013	Worked on plans for the decorating contest tour and judging, received quotes On a transportation bus, tour van and other options. 3 hrs
December 11, 2013	Prepared for the PEDC meeting, met with Bill Brown on the contest and Strategic planning session at the meeting, visited with businesses at Lakewood and Park Row Centers, attended the PEDC meeting and worked on the Strategic Plans. 10 hrs
December 13, 2013	Drafted a final announcement to the businesses on the decorating Contest and send out an email announcement. 2 hrs
December 15, 2013	Met the bus and attended the judging of the home decorations. 6 hrs
December 27, 2013	Worked on the winners and sent the list to the Board and the City 2 hrs
December 30, 2013	Worked on the winners, delivering the posters and worked on the Agenda for the meeting in January 5 hrs
Total Hours	37 hrs
Contract requirements is for 30 hours	

TX HUB

Wynne MotorCoaches, LLC

7650 Esters Blvd.
Irving, TX 75063

972.252.5466

(Fax: 214.357.0666)

877.966.5466

www.WynneMotorCoaches.com
Reservations@WynneMotorCoaches.com

Confirmation

Mundo and Associates
Pam Mundo

Charter # 8486

Date Printed: Thursday, December 12, 2013

PO #:

Group Name: Christmas Lights Tour

Phone: 214.773.0966 Fax:

Salesperson: Michelle Sandoval

Email: michelle@wynnemotorcoaches.com

Cust Email: pmundo@mundoandassociates.com

		Spot Time	Depart	Date	# Vehicles	Description	Total Capacity
Pickup	Pantego City Hall 1614 S Bowen Rd Pantego, TX	5:00pm	5:15pm	12/15/13	1	21-passenger	21
Dropoff	As Directed			12/15/13			21
Pickup	As Directed			12/15/13			21
Dropoff	Pantego City Hall 1614 S Bowen Rd Pantego, TX	8:00pm	8:00pm	12/15/13			21

Your Charter Includes:	# Units	Cost/Unit	Total	Note
Hourly Costing	4.00	95.00	380.00	21 Pass
State/Fed/Insur Recovery	1.00	11.40	11.40	3.00%

Total Cost: \$ 391.40

is due: Dec 12, 13

Itinerary: Contact Person: Pam Mundo 214.773.0966 Cell or Bill Brown
682.551.1228 Cell

P/U - Pantego City Hall

Transfer group as directed in and around the city of Pantego
to see christmas lights then when finished return to City
Hall drop and clear

PRICE QUOTED IS BASED ON THE COST OF FUEL AT THE TIME OF BOOKING AND MAY BE SUBJECT TO INCREASE.

PLEASE SIGN THIS AGREEMENT, ENCLOSE PAYMENT AS NOTED ABOVE. KEEP ONE COPY FOR YOUR FILES AND RETURN ONE COPY WITH YOUR NON-REFUNDABLE DEPOSIT OF A MINIMUM \$100 PER VEHICLE OR 10% OF GROSS CHARGES IF PAYING BY CHECK. PLEASE WRITE THE CHARTER NUMBER ON YOUR CHECK. CANCELLATIONS MUST BE RECEIVED 30 DAYS PRIOR TO DEPARTURE TO INSURE FULL REFUND. CHARTER IS SUBJECT TO CANCELLATION IF PAYMENTS ARE NOT RECEIVED BY DUE DATES.

**** SMOKING IS PROHIBITED AT ALL TIMES ON THE VEHICLES ****

YOUR COST IS BASED ON THE SERVICES DETAILLED ABOVE AND IS SUBJECT TO CHANGE IN ACCORDANCE WITH YOUR ACTUAL ITINERARY. THIS COMPANY RESERVES ITS RIGHT TO LEASE EQUIPMENT FROM OTHER COMPANIES IN ORDER TO FULFILL THIS AGREEMENT. THIS COMPANY SHALL NOT BE LIABLE FOR ITEMS LEFT ON THE VEHICLE OR LOSS OF TIME DUE TO MECHANICAL FAILURE OR UNCLEM WEATHER. WE CANNOT GUARANTEE THE ASSIGNMENT OF REQUESTED DRIVERS OR VEHICLES. A SIGNED CONTRACT AND DEPOSIT WILL CONFIRM YOUR RESERVATION AND ACKNOWLEDGE YOUR ACCEPTANCE OF THIS AGREEMENT.

Signature _____

Date _____

APPOINTMENT
2504 BG II PARK LANE
FRATERO, LA, 76011
817-657-7166

Receipt No: 6019059715
Term No: 1020990000019059715001

Sale

XXXXXXXXXX712
MASTERCARD

Entry Method: Saiped

Total:

\$ 60.62

12/03/13

Inv #: 000005

Apprvd: Online

12:13:57
Appr Code: 88976P

Customer Code:
Thank you:

MUNDO ASSOCIATES

Economic Development, Planning and Civil Engineering
www.mundoandassociates.com

MUNDO & ASSOCIATES, INC. 3542 DAS WAY COURT 214.771.0066
BROCKWALL, TX 75012 214.912.5152
972.315.4596
fax 972.771.0015

February 4, 2014

Bill Brown, President

Wm.brown@sbcglobal.net

Arsalan Gittiban, Treasurer

dragittiban@yahoo.com

Ariel Carmona

a.carmona@townofpantego.com

Town of Pantego
1614 S. Bowen Road
Pantego, TX 76013

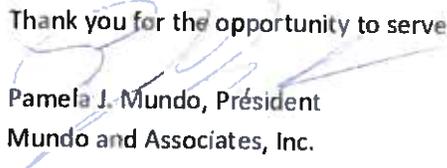
Invoice for Services from Mundo and Associates, Inc. for the Pantego EDC.

January Services (see description attached)	\$3,000.00
Office Max Printing of Meet and Greet Post Cards	24.82
Harbor Mail Post Card Stamps	33.00
Total	\$3,057.82

Description of Work Attached

Receipts are attached

Thank you for the opportunity to serve the Pantego EDC


Pamela J. Mundo, President
Mundo and Associates, Inc.

TX HUB

MUNDO ASSOCIATES

Economic Development, Planning and Civil Engineering
www.mundoandassociates.com

MUNDO & ASSOCIATES INC. 5512 CANADA EIGHT 214.773.0066
 IRVING, TX 75014 214.642.5152
 972.415.4590
 fax 972.773.0065

Pantego

Description of Work

January 2014

January 6, 2014 Worked on winner prizes photos and list of winners from the decorating

contest.

2 hrs

January 8 2014 Met with Bill and prepared for meeting, attended meeting of EDC.

7 hrs

January 13, 2014 Worked on plans for the Jan Meel and Greet, coordinated with

The host Texsa Fitt and worked with the speak Mr. Huddleston

4 hrs

January 15, 2014 Attended the Health Care Summit and prepared report on

Economic development and changes in health care

6 hrs

January 17, 2014 Worked on inventory of businesses and Shop Pantego updating

information

4 hrs

January 21, 2014 Worked on updating email lists, prepared and sent out email

Announcement on the Meet and Greet.

4 hrs

January 22 2014 Prepared sample springtime promotion for Shop Pantego, prepared

For and attended meeting

8 hrs

January 24 2014 Worked on updating local business information on inventory and for

Town business directory and for mailings, prepared post cards for meet and greet and

Mailed out post cards

8 hrs

January 28, 2014 Met with Bill Brown on Meet and Greet, visited businesses on

The Meet and Greet and Shop Pantego, met the new City Manager and discussed

Projects, checked on Certificate of Occupancy businesses for new businesses

6 hrs

TX HUB

MUNDO ASSOCIATES

Economic Development, Planning and Civil Engineering
www.mundoandassociates.com

MUNDO & ASSOCIATES INC. 5547 CANARY CREEK 214-773-0969
ROCKWELL, TX 75087 214-943-5153
972-415-4596
00972-771-6915

January 29, 2014 Prepared reminder email for M & Greet, contacted brokers on Mama Fu's restaurant, updated inventory list due to yesterday's field wk	3 hrs
January 30, 2014 Prepared agenda, sign up sheet, called host and speaker for Meet and Greet, attended Meet and Greet, check on plans for next months meeting.	5 hrs
Total Hours	67hrs
Contract requirements is for 30 hours	

OfficeMax

OfficeMax Retail
2663 MARKET CENTER DRIVE
ROCKWALL, TX 75082
(972) 722-9002

1046 05 5463 01/22/14 11:01:00 AM

SALE

99810000153
FS B&M LTR SS Cardstock
Qty 25 @ \$0.17 \$4.25

99810000924
Color FS Ltr 80# Cover
Qty 25 @ \$0.66 \$16.50

998100001990
Cutting-Per Ream
Qty 2 @ \$1.09 \$2.18

SubTotal \$22.93
Tax 8.250% \$1.89
TOTAL \$24.82

MasterCard \$24.82
Card number: XXXXXXXXXXXX7712
Authorization 09387P

MaxPerks Number XXXXX6359

MaxPerks Qualified Purchase Balance as of (1/9/2014): \$205.53

=====

Harbor Mail CPU
2850 Shoreline Trail Ste 105
Rockwall, TX, 75032-0001
487710-8001

01/22/2014 11:22:55 AM

=====

----- Sales Receipt -----

Product	Sale	Final
Description	Qty	Price
33c Apples	100	\$33.00
Total		\$33.00
Credit Card		\$33.00

Thank you!

Bill#: 1-14123-1-2672576-1

Clerk: HMAIL

All sales final on stamps and postage.

Pantego Economic Development Corporation
 Construction/ Operating Fund Budget for Fiscal Year 2013/2014
 As of February 7, 2014

	<u>Budget</u> FY 2013/2014	<u>Actual</u> FY 2013/2014
Estimated		
Beginning Fund Balance	\$ 236,821	\$ 413,681.00
 REVENUES		
Sales Tax Revenue	285,000	-
Interest Revenue	500	31.94
Gas Royalty Revenue	750	-
Other Revenue	1,500	-
Total Revenue	<u>\$ 287,750</u>	<u>\$ 31.94</u>
 EXPENDITURES		
Professional Fees		
Contract Services(Engineering & Legal) (EDC Consultant)	\$ 2,750	\$ 1,102.50
Total Professional Fees	<u>36,000</u>	<u>12,000.00</u>
Marketing and Advertising		
Miscellaneous Marketing and Advertising	38,750	13,102.50
Total Marketing & Advertising	<u>25,000</u>	<u>6,181.89</u>
Activities		
Seasonal Decorations(Tree Lighting)	10,000	8,590.88
Total Activities	<u>10,000</u>	<u>8,590.88</u>
Maintenance		
Landscaping and Improvements	20,000	5,099.86
Sprinkler System Maintenance	500	-
General Maintenance and Repair (Bldg & Park)	12,000	3,217.96
Statue Maintenance Agreement	3,500	4,050.00
Total Maintenance	<u>36,000</u>	<u>12,367.82</u>
Other Training/Travel		
Miscellaneous	3,500	1,119.14
Total Other	<u>1,000</u>	<u>391.40</u>
Total Other	<u>4,500</u>	<u>1,510.54</u>
Projects		
Commercial Revitalization Grants (Cross Fit and Faith)	35,000	35,000.00
Commercial Revitalization Grant/Loan (Boutique U, LLC)	9,500	9,500.00
Commercial Revitalization Grant/Loan (VIP Grooming)	-	-
Commercial Revitalization Loan (Mad Mike's Ice Cream)	15,000	15,000.00
Unidentified Grants 2014	90,500	-
Park Row Project Redevelopment Project	5,000	4,938.60
Park Painting Project	20,000	-
Total Projects	<u>175,000</u>	<u>64,438.60</u>
Total Expenditures	<u>289,250</u>	<u>106,192.23</u>
Transfer to General Fund (Adm. Fees)	(96,607)	(32,202.32)
Transfer to General Fund (Park Board)	(17,500)	(5,832.00)
Net Change in Fund Balance	<u>\$ (115,607)</u>	<u>\$ (144,195)</u>
 Estimated		
Ending Fund Balance	\$ 121,214	\$ 269,486.39



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Chad Joyce
Date: 02/12/2014
Re: Park Row Arch lighting

Staff has made contact with CMA Architects and JWA Lighting Group. CMA Architects has consulted the lighting company that is contracted to design the lighting for the Park Row project to acquire possible concepts. Staff will be meeting JWA Lighting Groups early next week as well.



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members

From: Pam Mundo

Date: 02/12/2014

Re: Shop Pantego Business Signs

It's Art, It's Food, It's Shops



shoppantego.com



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Pam Mundo
Date: 02/12/2014
Re: Spring Event for March



Are you interested in participating?

Shop Pantego Shopper Drawing Promotion

Yes _____ No _____

Your name _____

To Participate:

1) Submit your business logo to .. Pmundo@mandoandassociates.com

2) Provide a \$25 value prize for the drawing

Notify Pam Mundo, EDC Consultant, for pickup at pmundo@mandoandassociates.com or 214 773 0966 or.....

Notify Bill Brown, EDC President, for pickup at wm.brown@sbcglobal.net or 682 551 1228

3) Promote the Shop Pantego Participation Card

See sample attached. Promotion to start March 1

4) Authorize the Shopper Card at your Store

April 15th Drawing -10AM City Hall

SHOP PANTEGO! WIN PRIZES!



Participate in
Shop Pantego.com

Enter your
business here

Join in the
promotion

Place your
business here



Shop all Pantego Businesses on card. Obtain each business authorization on card. Enter completed card in drawing for Shopper Prizes including Grand Prize.



Be sure to take
advantage of
ShopPantego.com



This space reserved for
Your Pantego Business

Join the other
Pantego business in
promoting Pantego



Enter your logo
here

Shopper Name _____

Address _____

Email _____ Phone _____

Enter completed card in drawing box at Pantego City Hall, 1614 Bowen Rd



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members

From: Pam Mundo

Date: 02/12/2014

Re: 2013 Annual Report



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members

From: Pam Mundo

Date: 02/12/2014

Re: 2014 Strategic Plan

Mission Statement for 2014

To promote, assist and enhance economic development activities for the Town of Pantego plus assist the expansion and retention of primary businesses that attract dollars into Pantego.

Goal 1:

Invest in public infrastructure to attract quality retail and other businesses investment.

Strategies....

- a. Support completion of the 10 inch water supply line upgrade for Park Row Road.
- b. Support the bid and installation/construction of the proposed Park Row Corridor Improvement Project to include pedestrian street lighting, lighted crosswalks and landscaping improvement along Park Row Road.
- c. Support completion of the TXDOT Green Ribbon Fund improvements along Pioneer Parkway (Spur 303).



Goal 2:

Implement an active and vibrant business retention program

Strategies....

- a. Hold a minimum of six (6) Business Owner Meet and Greet Events for the Pantego business community and obtain input and gain their participation in the Pantego Economic Development Program.
- b. Continue to invigorate & promote the Shop Pantego web site and business participation. Encourage coupon advertising within the program to attract shoppers.
- c. Actively utilize the Shop Pantego Facebook as a tool to assist retailers with their promotions.
- d. Develop specialty directories noting unique shopping experience in Pantego such as quality dining, unique gifts, arts and crafts.
- e. Establish a business appreciation program for thanking businesses choosing Pantego to start their new business and for existing Pantego businesses achieving major milestones.

Goal 3:

Develop the retail shopping, dining and entertainment experience of the commercial areas.

Strategies....

- a. Develop additional seasonal banner décor for Park Row and Pioneer Parkway when the new light pole put in.
- b. Continue and expand the Shop Pantego promotion opportunities via support in the program.
- c. Continue and expand the competitive Christmas Holiday shopping center marketing décor event through increased participation and additional prize monies.
- d. Develop two additional seasonal Shop Pantego retail events.
- e. Develop a clear and distinct “brand” for Pantego retail shopping, dining and entertainment business activity.

Goal 4:

Market to the 100,000 person market

Strategies....

- a. Seek marketing opportunities to increase awareness of Pantego at area special events.
- b. Research and take advantage of additional internet and local media advertising opportunities.
- c. Expand the Shop Pantego marketing to local area shoppers through newspaper advertising and direct mailers.

Goal 5:

Attract \$2,000,000 of new investment annually

Strategies....

- a. Attract interest in new development through support of public investment in infrastructure and streetscape improvements as well as innovative incentives to private investment.
- b. Encourage entrepreneurship and small business innovation through supportive grants and incentives.
- c. Attend the Texas Deal Making Conference of the International Council of Shopping Centers (ICSC) and the North Texas Commercial Association of Realtors (NTCAR) to market, promote and “brand” Pantego as an opportunity to invest and develop.
- d. Seek investors and developers interested in urban infill and redevelopment for sites identified in the available property inventory.
- e. Examine available commercial properties to assist and eliminate barriers to their development.

Pantego EDC SWOT Analysis

Strengths

- ✓ Convenient Location*
- ✓ Low Tax Rate*
- ✓ Excellent Reputation for Public Safety and Police/Fire Departments*
- ✓ Active community
- ✓ Large Customer Base
- ✓ Dedicated and Long Term Business Owners
- ✓ Strong Fiscal Status
- ✓ Supportive Council and EDC
- ✓ High Quality Private and Public Schools
- ✓ Success in 2012 7 2013
- ✓ Many new restaurants

Opportunities

- ✓ Strong Market
- ✓ UTA as a Neighbor
- ✓ Good traffic
- ✓ Location adjacent sport and event venues
- ✓ Partnerships-UTA, PCA, Arlington
- ✓ Market the success of 2012 & 2013

Weaknesses

- ✓ Dated retail areas
- ✓ Lack of Retail Space
- ✓ Need for up to date infrastructure including water and waste water lines
- ✓ Identity
- ✓ Demographics
- ✓ Limited retail shopping selections
- ✓ Limited Brand Identification
- ✓ Limited leadership from retailers

Threats

- ✓ Internet Shopping
- ✓ Lack of large development sites
- ✓ Competition for retention of established businesses