



Melody Paradise, Mayor
Russell Brewster, Mayor Pro Tem

AGENDA

TOWN COUNCIL

February 24, 2014

Work Session 6:30 p.m.
Regular Session 7:30 p.m.
Council Chamber
1614 South Bowen Road

COUNCIL MEMBERS:

Charlie Price
Don Funderllc
Jane Barrett
Don Surratt

Matthew Fielder, City Manager

WORK SESSION 6:30 P.M.

REVIEW AND DISCUSS ITEMS ON THE REGULAR AGENDA, AND CONSIDER PLACING APPROVED ITEMS ON CONSENT AGENDA.

All consent agenda items are considered to be routine by the Council and will be enacted with one motion. There will be no separate discussion of items unless a Council Member so requests, in which event, the item will be removed from the general order of business and considered in its normal sequence.

1. City Manager Report

- Update on Road Projects
- Update on Personnel Vacancies
- Update on the Town Facebook Page
- Update on Park Row Arch lighting
- Update on Fire Engine Repair Cost
- Update on the SCADA system
- Update on the Peak Energy Contract
- Update on the Denitech Contract

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

A summary of invoices, purchase orders, and applicable copies are included in the agenda packet.

3. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- February 3, 2014
- February 10, 2014

Acceptance of Minutes of Boards and Commissions:

- PEDC minutes from January 22, 2014

REGULAR SESSION 7:30 P. M.

CALL TO ORDER/WELCOME

INVOCATION BY: Julie Arrington, City Secretary

PLEDGE OF ALLEGIANCE

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

COUNCIL LIAISON TO BOARD REPORT

- Community Relations Board
- Pantego Youth Leadership Council

PEDC REPORT

CITIZENS OPEN FORUM

This is a time for the public to address the Town Council on any subject not on this agenda. However, in accordance with the Open Meetings Act Section 551.042, the Town Council cannot discuss issues raised or make any decisions on that subject at this time. The Town Council 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.

APPROVAL OF CONSENT AGENDA ITEMS

Approval of the Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations and all votes on final reading will be recorded as reflected on first reading unless otherwise indicated. Public comment will be accepted on items, with the exception of those items on which a public hearing has been held and closed by Council.

ORDINANCES

4. Discuss and consider action on an ordinance amending the Town of Pantego Municipal Code: Chapter 14 – Zoning; Article 14.02 Zoning Ordinance; Division 11 Special Standards; Part II Sign Requirements; Section 14.02.667 Classifications; Subsection b. Temporary Signs, (6) Political Signs (J) to Remove “Town Hall”; Containing a Savings Clause; Repealing all Ordinances in Conflict Herewith; and Declaring an Effective Date.

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

5. Discuss and consider action regarding the 2013 Financial Audit by George, Morgan, and Sneed
6. Discuss and consider action on the 2014 Compensation Study
7. Discuss and consider action regarding the 2013 Annual Racial Profile Report

SCHEDULED EXECUTIVE SESSION ITEMS

- The Council will convene in the City Manager's Office pursuant to the Texas Government Code for an executive session on the following items:
 1. Pursuant to Government Code Section 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Litigation Wells
 2. Pursuant to Government Code Section 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Litigation Cooper
 3. Pursuant to Government Code Section 551.072, to discuss the purchase, exchange, lease, or value of real property – Nolan County Property
 4. 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

COUNCIL INQUIRY

If a member of the Council makes a spontaneous inquiry about a subject not on this agenda, then the Town Council 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 Town Council 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: Friday, February 21, 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 Council Agenda and background information are available for review at the City Secretary's Office and on the Town's website: www.townofpantego.com.



AGENDA BACKGROUND

AGENDA ITEM: City Managers Report

Date: February 24, 2014

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

City Manager's Report on topics concerning the Town.

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

City Manager's Report



City Manager's Report

To: Mayor Paradise and Members of the Town Council

From: Matt Fielder, City Manager

Date: February 20, 2014

Update on Road Projects

The majority of work on the Country Club and Peachtree Projects has been completed. The Staff and the Contractor will be conducting a walk-through inspection on February 24th, at which time deficiencies will be noted for the Contractor to address. Final cleanup is underway and staff will continue to supervise the Contractor in this area until all work is complete.

Update on Personnel Vacancies

At this time, the Town continues to have a vacancy in the Police Department for a Patrol Officer. Several candidates have been interviewed, but none have proven qualified for the position. One vacancy remains in the Fire Department, with Fire Fighter Michael Reynolds on active duty with the Army Reserve. He is expected to return in March. The Public Works Director position has been advertised.

Update on the Town Facebook Page

City Staff have obtained administrator rights to the ShopPantego Facebook page. It has been determined that during staff turnovers, the Town and Pantego Fest facebook pages were left without administrators, and essentially abandoned. Staff has access to them, and will begin copying their content to newly created pages. In order to avoid these issues in the future, a social media policy is being developed for submission to the Council.

Park Row Arch Lighting

The PEDC requested multiple cost estimates in order to compare costs for lighting the arch. Staff is in the process of obtaining the additional cost estimates.

Update on Fire Engines

Engine 1 has been placed back into service. The injectors were replaced and the air conditioning system repaired. The final cost has yet to be determined. The Quint was found to be inoperable on February 19th. A repair technician was unable to assess the reason for this on site, and it was towed to Cummin's repair facility for further assessment. The cause remains unknown, as does the potential cost for repairs.

Update on SCADA Software

iWerks has proposed a fix for the SCADA system, and staff is working with the SCADA vendor to determine the viability. If successful, it would allow the SCADA system to function normally with the Windows 7 Pro operating system.

Update on Peak Energy Contract

Staff is reviewing the electrical usage data related to the Peak Energy Contract and will have a report for Council at the next meeting.

Update on Denitech Contract

Staff has reviewed past invoices for copying and printing submitted for the Denitech contract. It was found that previous invoices also included the overages. In reviewing Denitech's contract, the overages do appear to be consistent with the approved terms. Another issue discovered is that Denitech is allowed to raise the rates up to fifteen (15) percent per year. Staff is examining options to determine if there is a more economical option for copier and printer leasing and maintenance needs.



AGENDA BACKGROUND

AGENDA ITEM: Approval of Bills Payable and Purchase Orders over \$1,000.

DATE: February 24, 2014

PRESENTER: Matthew Fielder, City Manager

BACKGROUND:

This agenda item includes a listing of bills payable over \$1,000. Included are copies of invoices for professional services and purchase orders over \$1,000, their attached memo, and invoice copies, if available.

FISCAL IMPACT:

Please review report for individual account number.

RECOMMENDATION:

Staff recommends the following motion:

Approval of the listing of bills payable over \$1,000 and purchase orders as submitted.

ATTACHMENTS:

Expenditure Summary of approval list over \$1,000 and purchase orders for February 24, 2014

Professional Services:

- Bill Lane, Attorney
- DiSciullo-Terry, Stanton & Associates

Purchase Orders:

- 1554 – Abel Trucking
- 1556 – UTA Kinesiology
- 1557 – Pavement Services Corp.

**Summary of Bills Payable over \$1,000.00 and Purchase Orders Requiring Council Approval
2/24/2014**

<u>PROFESSIONAL SERVICES</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Bill Lane, Attorney	\$1,837.50	February 2014 Invoice
Di Scullo-Terry, Stanton & Assoc.	\$4,858.75	January 2014 Professional Services
<u>PURCHASE ORDERS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
1554 - Abel Trucking	\$2,170.00	Dirt Haul Off for Road Replacement Project
1556 - U.T.A. Kinesiology	\$3,975.00	Annual Fitness Test for P/D & F/D
1557 - Pavement Services Corporation	\$19,081.00	Change Order on Peachtree at Wagonwheel
<u>GENERAL BILLS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Verizon Wireless	\$1,070.79	February 2014 Cell Phone Bill
City of Arlington	\$1,131.00	February 2014 Radio Lease
Time Warner Cable	\$2,204.29	Telephone Bill Thru 3/16/14
TML Intergovernmental	\$18,119.54	March 2014 Employee Insurance
TML Intergovernmental	\$2,191.00	12/13 Workers Comp Audit & Deductible
Tarrant County Tax Assessor Collector	\$8,055.30	Annual County Collection Fees
Wells Fargo	\$1,445.54	February 2014 Copier Lease Payment
Avaya Financial Services	\$1,588.94	2013 Property Taxes for Leased Phone System

BILL LANE

1110 Tennison Road
Azle, Texas 76020
Phone 817-276-4709

DATE: February 10, 2014

Bill To:

VIA FACSIMILE 817-261-4538

Tom Griffith
Interim City Manager
Town of Pantego
1614 S Bowen Road
Pantego, Texas 76013

DESCRIPTION	AMOUNT
Court Services for February 2014	\$1,837.50
TOTAL	\$ 1,837.50

Make all checks payable to **BILL LANE**

If you have any questions concerning this invoice, contact **Alma Roden 817-276-4710**



DI SCIULLO-TERRY,
STANTON & ASSOCIATES, INC.

PO BOX 506

Arlington, Tx 76004

Invoice

Date	Invoice #
2/4/2014	14-31

Town Of Pantego
1614 South Bowen Road
Pantego, Texas 76013
ATTN: ACCOUNTS PAYABLE

cy

Description	P.O. No.		Project
	Quantity	Rate	Amount
			General Admin
TOWN OF PANTEGO - PROFESSIONAL SERVICES			
JANUARY 2014			
1. GENERAL ADMINISTRATION			
(a) Registered Professional Engineer (J. Cobbs) On 1/3-1/30/2014)- Pantego Subdivision Regulations Review and Comments	10	125.00	1,250.00
(b) Principal Registered Professional Engineer/Surveyor (J. Stanton) on 1/15-1/24/2014	2.75	135.00	371.25
(c) Civil/Survey Technician (Jennifer Stanton) on 1/23/2014- PCA Easement Abandonment	1.5	55.00	82.50
Subtotal			1,703.75 <i>ENG</i>
2. COUNTRY CLUB COURT RECONSTRUCTION			
(a) Principal Registered Professional Engineer/Surveyor (J. Stanton) on 1/2-1/31/2014	14	135.00	1,890.00
(b) Senior Civil/Survey Technician 1/7 - 1/10/14	7.75	90.00	697.50
Subtotal			2,587.50
3. PEACHTREE DRAINAGE (WAGONWHEEL & ARROWHEAD) - CONSTRUCTION ADMINISTRATION			
(a) Principal Registered Professional Engineer/Surveyor (J. Stanton) - 1/16 - 1/24/2014	2	135.00	270.00
(b) Survey Technician on 1/10/2014 (K. Stanton)	0.5	55.00	27.50
Subtotal			297.50
4. PANTEGO CITY COUNCIL			
(a) Principal Registered Professional Engineer/Surveyor (J. Stanton) - 1/13 and 1/20/2014	2	135.00	270.00
Subtotal			270.00
SEE ATTACHED SHEETS FOR FURTHER BREAKDOWN OF TIME.			
DTS EID #75-16151473			Total \$4,858.75

Phone # 817-275-3361

Fax # 817-275-8920

Date	Item	Duration	Notes
COBBS, JENNIFER M			
Pantego, Town Of (2):General Admin			
01/03/2014	Time Items:Misc		
01/15/2014	Time Items:Misc	3.00	Pantego subdivision Regs
01/27/2014	Time Items:Misc	1.50	Pantego Subdivision Regulations- Meeting with Chad Joyce to discuss DTS comments.
01/28/2014	Time Items:Misc	2.00	Subdivision Ordinance review and comments
01/29/2014	Time Items:Misc	1.00	SUBDIVISION REGULATIONS REVIEW AND COMMENT
01/30/2014	Time Items:Misc	1.50	SUBDIVISION REGULATIONS REVIEW AND COMMENT
	Time Items:Misc	1.00	SUBDIVISION REGULATIONS REVIEW AND COMMENT
	Total Pantego, Town Of (2):General Admin	10.00	
Total COBBS, JENNIFER M			
		10.00	
MALONE, CHARLES E.			
Pantego, Town Of (2):Co Club Ct Reconstruction			
01/07/2014	Time Items:P & D Plans	1.00	
01/08/2014	Time Items:P & D Plans	5.50	
01/10/2014	Time Items:P & D Plans	1.25	
	Total Pantego, Town Of (2):Co Club Ct Re...	7.75	
Total MALONE, CHARLES E.			
		7.75	
STANTON, JENNIFER C.			
Pantego, Town Of (2):General Admin			
01/23/2014	Time Items:Misc	1.50	PCA easement Abandonment
	Total Pantego, Town Of (2):General Admin	1.50	
Total STANTON, JENNIFER C.			
		1.50	
STANTON, JOYCE P.			
Pantego, Town Of (2):City Council			
01/13/2014	Time Items:Misc	1.00	To provide update for Country Club and Peachtree construction
01/20/2014	Time Items:Misc	1.00	Update on Country Club and Peachtree Construction
	Total Pantego, Town Of (2):City Council	2.00	
Pantego, Town Of (2):Co Club Ct Reconstruction			
01/02/2014	Time Items:Misc	2.25	review of pay request and site visit for grading on Peachtree and Country Club intersection
01/07/2014	Time Items:Site Visit	1.50	and review of forms for intersection and coordination
01/10/2014	Time Items:Misc	2.75	site visit, mtg with contractor for Peachtree/Wagonwheel intersection, coordination with CLLA for p
01/15/2014	Time Items:Site Visit	1.00	met contractor at site to review progress and discuss next steps.
01/24/2014	Time Items:Const Admininstration	1.75	site visit and meeting with contractor and coordination of next steps
01/27/2014	Time Items:Misc	1.00	mtg with new city manager to update him on Country Club/Peachtree construction
01/27/2014	Time Items:Misc	1.00	City Council Meeting to discuss project progress
01/28/2014	Time Items:Const Admininstration	0.75	review of pay request and change orders
01/29/2014	Time Items:Misc	1.50	Site visit, schedule Pavement Services for Asphalt repair on Country Club

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
 Time by Name Detail
 January 2014

11:54 AM
 02/04/14

Date	Item	Duration	Notes
01/31/2014	Time Items:Misc	0.50	site visit for sidewalks and backfill
	Total Pantego, Town Of (2):Co Club Ct Re...	14.00	
	Pantego, Town Of (2):General Admin		
01/15/2014	Time Items:Misc	1.00	review of subdivision regulations
01/23/2014	Time Items:Misc	0.50	Abandonment for firelane and access easement
01/24/2014	Time Items:Misc	1.25	Firelane and access easment abandonment on Duke addition
	Total Pantego, Town Of (2):General Admin	2.75	
	Pantego, Town Of (2):Peachtree Drng (Wagonwheel & Arrowhead):Construction Administration		
01/16/2014	Time Items:Site Visit	0.75	To review forms for Peachtree intersection pour
01/17/2014	Time Items:Site Visit	0.50	To verify ramps on Peachtree prior to pouring.
01/24/2014	Time Items:Const Admininstration	0.75	pay request for valley at Peachtree and Wagonwheel
	Total Pantego, Town Of (2):Peachtree Drm...	2.00	
	Total STANTON, JOYCE P.	20.75	
	STANTON, KEITH B.		
	Pantego, Town Of (2):Peachtree Drng (Wagonwheel & Arrowhead):Construction Administration		
01/10/2014	Time Items:Const Admininstration	0.50	
	Total Pantego, Town Of (2):Peachtree Drm...	0.50	
	Total STANTON, KEITH B.	0.50	
	TOTAL	40.50	

TOWN OF PANTEGO

1614 S. BOWEN
 PANTEGO, TEXAS 76013

No. 1557

INSTRUCTIONS TO VENDOR

1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
2. INVOICING. Send invoices in duplicate to:
 TOWN OF PANTEGO
 PURCHASING DEPARTMENT
 CITY HALL
 PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
 Entity I.D. #75-1291097

TO Abel Trucking
 PO Box 669
 Kennedale, Tx 76060

SHIP
 TO PW

DATE		ACCT #	DEPT.			
2-14-2014		500-000-5-241.00	Public Works			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE	PER	AMOUNT	
ORDERED	RECEIVED					
		Dirt Haul Off			2170	00
					TOTAL	2170 ⁰⁰

[Handwritten Signature]
 APPROVED BY _____



PUBLIC WORKS MEMO

To: Matthew Fielder, City Manager
Chad Joyce, Interim Public Works Director

From: Joshua Brown, Foreman of Public Works

Date: February 14, 2014

Re: Dirt Haul Off

I am requesting approval of this purchase order for Abel Trucking for hauled off trash dirt. This was dirt that was excavated from streets during Tarrant County's road replacement project.

Abel Trucking

P.O. Box 669
 Kennedale, TX 76060

Invoice

Date	Invoice #
2/11/2014	109362

Bill To
Town of Pantego 1614 S. Bowen Rd. Pantego, TX 76013

Ship To
3524 Garner Pantego, Tx

P.O. No.	Terms	Due Date
	Net 30	3/13/2014

Description	Ticket No.	Quantity	Rate	Amount
End Dump Hourly	46395	7.5	70.00	525.00
20 Yard Dump	46395	6	15.00	90.00
End Dump Hourly	46391	6	70.00	420.00
20 Yard Dump	46391	5	15.00	75.00
End Dump Hourly	46392	5	70.00	350.00
20 Yard Dump	46392	4	15.00	60.00
End Dump Hourly	47521	8	70.00	560.00
20 Yard Dump	47521	6	15.00	90.00

We appreciate your business!	Subtotal	\$2,170.00
	Sales Tax (8.25%)	\$0.00
	Total	\$2,170.00
	Payments/Credits	\$0.00
	Balance Due	\$2,170.00

Phone #	Fax #	E-mail
817-478-2141	888-494-3115	christina@abeltrucking.com

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 1556

- INSTRUCTIONS TO VENDOR**
1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
 2. INVOICING. Send invoices in duplicate to:
TOWN OF PANTEGO
PURCHASING DEPARTMENT
CITY HALL
PANTEGO, TEXAS 76013
 3. TAXES. Municipality Tax Exempt
Entity I.D. #75-1291097

TO U.T.A. KINESIOLOGY

SHIP
TO

DATE		ACCT #		DEPT.							
QUANTITY		STOCK NUMBER / DESCRIPTION				PRICE		PER	AMOUNT		
ORDERED	RECEIVED										
2-18-14		100-5-140 - 771.00				PD / FD.					
		100-5-150 - 771.00									
10		ANNUAL FITNESS TEST - P.D.				198	75		1987	50	
10		" " " - F.D.				198	75		1987	50	
<u>BUDGETED</u>											
									TOTAL	3975	00

[Handwritten Signature]

APPROVED BY



PANTEGO PUBLIC SAFETY



MEMO #: 000

To: Matt Fielder, City Manager
From: Chief Thomas Griffith
Subject: Annual Physical Fitness Testing for PD and FD
Release Date: February 18, 2014
Effective:

Since 1999, when I established physical fitness testing for our firefighters, we have continuously worked as a department to increase the health and fitness for our public safety personnel. In 2013 I instituted physical fitness testing for our police officers with the same goals of improving health and fitness, reducing injuries and health claims, and increasing their longevity.

The Problem

A study conducted through the Harvard School of Public Health, found that localized studies on public safety recruits consistently find that among police and firefighters, generally three-quarters are overweight and that includes "one-third that are obese" (USA Today, 2010). Data for the years of 2000 through 2012 indicate that the leading cause of death among firefighters is heart attack (47%). During one period in 2013 deaths due to heart attack among police officers increased by 60% over the same period in the previous year. Official records on police officer line of duty deaths indicate that 12% of LODDs are attributed to job related illnesses.

Another study by the Cooper Institute for Aerobics Research randomly sampled approximately 1,700 officers from different law enforcement agencies across the country. The results show that when compared with the general population, officers' average fitness levels are below normal in the areas of aerobic fitness, body fat, and abdominal strength and average in upper body strength and lower-back flexibility. The data show that law enforcement officers are less fit in most areas than at least half of all U.S. citizens despite the fact that the physical demands of their profession require that they be more fit than the average person. As a group, law enforcement officers have a greater morbidity and mortality rate than the general public

Our citizens demand that our police officers and firefighters are able to get over the fence and catch the criminal or be able to arrest criminals without injuring themselves or someone else. Firefighters must be able to endure the rigorous conditions on the fire ground where they may be called to operate in extreme temperatures wearing 60 pounds of equipment.

In regards to our firefighters the Texas Administrative Code, Rule 435.21, Fire Service Joint Labor Management Wellness-Fitness Initiative states, "(a) A fire department shall assess the wellness and fitness needs of the personnel in the department. The procedure used to make this assessment shall be written and made available for Commission inspection." This rule has been effective since July 2007. As you can see we have been proactive by establishing physical fitness standards for our firefighters. We are behind the curve on standards for police officers, but we will soon make up lost ground.

Although there is no statutory requirement for physical evaluations of police officers the evidence demonstrates that their profession demands a high level of physical fitness; it's my intention that we be proactive and ahead of the curve in that regard and there are several reasons for that stance. Physical fitness and exercise have several benefits to our personnel including:

- Controlling weight
- Combating adverse health conditions and diseases
- Boosting energy
- Improving mood
- Improving sleep
- Creating high department morale and esprit de corps
- Reducing injuries due to strains

The overriding benefit to a mandatory physical fitness program is the long-term cost saving to the community through the prevention of injury and disease to our employees. The cost of invasive medical care such as open heart surgery is high and will be absorbed by the Town's cost of providing health care to our employees and by the employee themselves. Duty time lost will be supplemented by overtime costs. The loss of a highly responsible employee will require that those responsibilities be assumed by another employee creating inefficiencies.

I am requesting the budgetary expenditure of \$3,975.00 for testing of 20 firefighters and police officers or an individual cost of \$198.75. The testing will be conducted as always at UTA by their kinesiology department using accepted standards of fitness testing. The test includes:

- Cardiac treadmill stress test using the Bruce protocol
- Complete blood work-up
- Sight and hearing evaluation
- Strength testing through push-up, sit-up, grip strength, and flexibility capabilities
- A complete physical examination by a licensed physician
- Personal improvement plans tailored to the individual

Please let me know if you have any questions. I will be available at the February 24th meeting to answer any questions from Council.

Cc: R. Coker; B. Reeves

TOWN OF PANTEGO

1614 S. BOWEN
 PANTEGO, TEXAS 76013

No. 1557

INSTRUCTIONS TO VENDOR

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2. INVOICING. Send invoices in duplicate to:
 TOWN OF PANTEGO
 PURCHASING DEPARTMENT
 CITY HALL
 PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
 Entity I.D. #75-1291097

TO PAVEMENT SERVICES CORPORATION

SHIP
 TO

DATE		ACCT #	DEPT.			
2/18/14		500-5-000-478.20	PUBLIC WORKS			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE		PER	AMOUNT
ORDERED	RECEIVED					
		CONCRETE WORK FOR VALLEY GUTTER, SIDE-WALKS, CURBS ON PEACHTREE @ WAGON WHEEL + ADDITIONAL ASPHALT REPAIR	17,870	00		17,870 00
			1,211	00		1211 00
					TOTAL	19,081 00



 APPROVED BY



INVOICE No:

28416

Please remit to:

Pavement Services Corporation
P.O. Box 1107
Euless, Texas 76039
817-540-0652 - Metro



Town of Pantego
1614 S. Bowen
Pantego, TX 76013
Attn: Accounts Payables

Customer No.: DIS01

Date: January 23, 2014

Purchase Order No.:

Job No.: 14-396
Acct. Rep.: LH
Contact Phone No.: (817)437-3932

Job Name: Wagonwheel & Peachtree
Location: Pantego, TX 76013

Terms: Net due upon receipt. Finance charge of 1 1/2% per month will be charged on unpaid balances.

Description	Amount
1,144 sf - concrete fiatwork 8" valley gutter ramps and sidewalks 116 lf - curbs approx. 405 sf - asphalt backfill	17,870.00
8 tons - extra asphalt backfill w/labor included	1,211.00

Amount Billed \$19,081.00
Total Tax

Retainage Held

Amount Due \$19,081.00

Thank You!
Your business is always appreciated.



FINANCIAL SERVICES

Invoice Total	1,588.94
Due Date	03/06/2014



Customer No.	4100052136
Invoice No.	24649770
Invoice Date	02/09/2014

Important Information

THIS INVOICE INCLUDES AMOUNTS DUE FOR PROPERTY TAXES RECENTLY ASSESSED FOR YOUR CONTRACT(S).

Invoice Detail

Description	Itemized Charge(s)	Amount Due	Sales Tax	Total Due
753-1110762-002	CURRENT CHARGES			
33 MNTH \$1 PUR OPT LEASE	2013 Property Tax	43.08	0.00	43.08
X11076200020	INSURANCE	15.98	0.00	15.98
IP OFFICE (IP500)	PAYMENT 03/06/2014	84.03	0.00	84.03
753-1110762-001	CURRENT CHARGES			
36 MNTH \$1 PUR OPT LEASE	2013 Property Tax	557.53	0.00	557.53
X11076200010	PAYMENT 03/06/2014	888.32	0.00	888.32
IP OFFICE (IP500)				
INVOICE TOTAL		1,588.94	0.00	1,588.94

Please return this portion with your payment



ATTN: CUSTOMER SERVICE
P.O. BOX 550599
JACKSONVILLE FL 32255-0599

FINANCIAL SERVICES

Invoice Total	1,588.94
Due Date	03/06/2014

Customer No.	4100052136
Invoice No.	24649770
Invoice Date	02/09/2014

MAKE CHECK PAYABLE TO:

0003873 01 MB 0.435 **AUTO 6 0 1286 76013-333614 -C01-P03876-I



TOWN OF PANTEGO
1614 SOUTH BOWEN ROAD
PANTEGO TX 76013-3336



CIT
PO Box 93000
Chicago IL 60673-3000

04100052 11002400 64977000 00001588944

SLG LEASE PURCHASE AGREEMENT

TO OUR VALUED CUSTOMER: This Lease has been written in "Plain English". When we use the words *you* and *your* in this Lease, we mean you, our customer, which is the Lessee indicated below. When we use the words *we*, *us* and *our* in this Lease, we mean the Lessor, CIT Finance LLC. Our address is 1 CIT Drive Livingston, New Jersey 07039. Phone 1-800-627-9876
Form AFB-SLGLP-LA-DS 01/04 Page 1 of 3

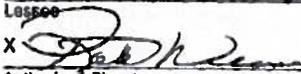
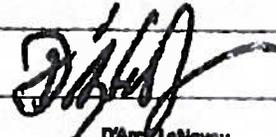
CUSTOMER INFORMATION	Lessee Name TOWN OF PANTEGO		Tax ID # 761291097		
	Billing Street Address/City/County/State/Zip 1814 South Bowen Road Pantego Tarrant TX 76013		Phone No. (817) 274 - 1381	Lease # X110762	
	Equipment Location Street Address/City/County/State/Zip See Attached List Of 2 Locations		Phone No. ()	Schedule # 00010	
SUPPLIER INFORMATION	Supplier Name ("Supplier") TITAN TELECOM SOLUTIONS, INC.		Phone No. (972) 388-7208		
	EQUIPMENT DESCRIPTION	Quantity	Make/Model IP OFFICE (IP500)	Serial Number	
TERM AND LEASE PAYMENT SCHEDULE	Lease Term (Months) 36	Lease Payment \$950.20	Documentation Fee \$0.00	Total Cash Price \$30,631.95	Annual Rate of Interest 7.99%
	Additional Provisions:				

TITLE OPTION (Check applicable box. If no box is checked, or if both boxes are checked, Title Option A will apply)
 Title Option A - Title to the Equipment will be in Lessee's name during the Lease Term
 Title Option B - Title to the Equipment will be in Lessor's name during the Lease Term

INSURANCE AND TAXES You are required to provide and maintain insurance related to the Equipment, and to pay any property, use and other taxes related to this Lease or the Equipment. (See Sections 4 and 6 on Page 2 of this Lease). If you are tax-exempt, you agree to furnish us with satisfactory evidence of your exemption.

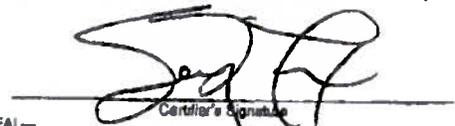
TERMS AND CONDITIONS
1. LEASE; DELIVERY AND ACCEPTANCE. You agree to lease the equipment, maintenance and services described above and in any purchase, maintenance, services or supply contract (collectively, "Supply Contract") associated with this lease agreement ("Lease") (collectively "Equipment") on the terms and conditions shown on both pages of this Lease. If you have entered into a Supply Contract with any Supplier, you assign to us your rights under such Supply Contract, but none of your obligations (other than the obligation to pay for the Equipment if it is accepted by you as stated below and you timely deliver to us such documents and assurances as we request). If you have not entered into a Supply Contract, you authorize us to enter into a Supply Contract on your behalf. You will arrange for the delivery of the Equipment to you. When you receive the Equipment, you agree to inspect it to determine if it is in good working order. This Lease will begin on the date that you sign a Delivery and Acceptance Certificate at which time the Equipment will be deemed irrevocably accepted by you and will continue for the number of months specified in this Lease, unless earlier terminated in accordance with Section 16 of this Lease. The first Lease Payment is due on or before the date the Equipment is delivered to you. The remaining Lease Payments will be due on the day of each subsequent month (or such other time period specified above) designated by us. You will make all payments required under this Lease to us at such address as we may specify in writing. If any Lease Payment or other amount payable to us is not paid within 10 days of its due date, you will pay us a late charge equal to the greater of (i) 5% of each late payment or (ii) \$5.00 for each late payment (or such lesser amount as is the maximum amount allowable under applicable law). [NOTE: Sections 2 through 16 are on Page 2. Certain state and local government lessees must sign an addendum].

BY SIGNING THIS LEASE: (i) YOU ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND ALL OF THE TERMS AND CONDITIONS OF THIS LEASE, WHICH IS DOCUMENTED ON OUR FORM AFB-SLGLP-LA-DS 01/04, (ii) YOU AGREE THAT IF A COPY OF THIS LEASE IS SIGNED BY YOU AND THE FRONT OF THE COPY IS DELIVERED TO US BY FACSIMILE TRANSMISSION OR OTHERWISE, TO THE EXTENT ANY PROVISIONS ARE MISSING OR ILLEGIBLE OR CHANGED (AND NOT INITIALED BY BOTH YOU AND US), THE TERMS AND CONDITIONS OF OUR FORM AFB-SLGLP-LA-DS 01/04 IN USE ON THE DATE WE RECEIVE THE COPY SIGNED BY YOU WILL BE THE TERMS AND CONDITIONS OF THE LEASE, (iii) YOU AGREE THAT THIS LEASE IS A NET LEASE THAT YOU CANNOT TERMINATE OR CANCEL EXCEPT AS SPECIFICALLY PROVIDED HEREIN, YOU HAVE AN UNCONDITIONAL OBLIGATION TO MAKE ALL PAYMENTS DUE UNDER THIS LEASE, AND YOU CANNOT WITHHOLD, SETOFF OR REDUCE SUCH PAYMENTS FOR ANY REASON, (iv) YOU AGREE THAT YOU WILL USE THE EQUIPMENT ONLY FOR GOVERNMENTAL PURPOSES, (v) YOU WARRANT THAT THE PERSON SIGNING THIS LEASE FOR YOU HAS THE AUTHORITY TO DO SO, (vi) YOU CONFIRM THAT YOU HAVE DECIDED TO ENTER INTO THIS LEASE RATHER THAN PURCHASE THE EQUIPMENT FOR THE LOWER TOTAL CASH PRICE, AND (vii) YOU AGREE THAT THIS LEASE WILL BE GOVERNED BY THE LAWS OF THE STATE IN WHICH YOU ARE LOCATED. YOU CONSENT TO THE JURISDICTION OF ANY COURT LOCATED WITHIN THAT STATE. YOU AND WE EXPRESSLY WAIVE ANY RIGHT TO A TRIAL BY JURY.

TOWN OF PANTEGO Lessee	CIT FINANCE LLC Lessor
X  Authorized Signature	X  Authorized Signature
ROBERT NEWSON FINANCE DIRECTOR Print Name & Title	D'Arcy LeNeveu Senior Vice President Print Name & Title
Date 2/17/12	Date

CERTIFICATION
I, SEAN P. FOX (Certifier), a resident of PANTEGO (City), in the State of TEXAS (State), DO HEREBY CERTIFY that I am the duly elected or appointed and acting CITY MANAGER (Certifier's Title) of the Lessee identified above, which is in the State or a political subdivision or agency, duly organized and existing under the laws of the State of TEXAS (State); and that I have custody of the records of Lessee, as of the date set forth below the individual named and executing above on behalf of the Lessee, ROBERT NEWSON (Name of Authorized Signatory of Lessee) is the FINANCE DIRECTOR (Title) of Lessee and is duly authorized to execute and deliver the Lease (including any addendum) and all related documents, in the name and on behalf of Lessee; and that signature of such individual is his/her authentic signature.

IN WITNESS WHEREOF, I have hereto set my hands and affixed the seal of Lessee this 17 day of FEBRUARY 2012


Seal of Lessee



CONTRACT INVOICE

Remit Payment to: PO Box 844173
 Dallas, TX 75284-4173 972-831-2000

Invoice Number: IN15194
 Invoice Date: 01/28/2014

Bill To: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Customer: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
TO06:10D047	Cust Net 10	02/07/2014	\$ 1,940.91	\$ 1,940.91

25797 CNBB84HBDB \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-3213-	1	1 *		0	*** See overage details below			
CLR	CLR-3213-	1	1 *		0	*** See overage details below			

* Estimated meter reading \$0.00

HP/HPLJ2015

25793 CNB1M15736 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-3213-	1,249	1,311		62	*** See overage details below			

\$0.00

25799 CNB1M15744 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-3213-	7,959	8,008		49	*** See overage details below			

\$0.00

HP/HPLJ2035

25802 CNB9K62625 \$0.00 TOWN OF PANTEGO 2600 MILLER LANE
 PANTEGO, TX 76013

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-3213-	100,477	111,439		10,962	*** See overage details below			

\$0.00

HP/HPLJ4250

25791 CNGXL19784 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-3213-	43,263	45,056		1,793	*** See overage details below			

\$0.00

HP/HPLJ4345

25795 CNJYF25683 \$0.00 TOWN OF PANTEGO 2600 MILLER LANE
 PANTEGO, TX 76013

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-3213-	408,560	432,527		23,967	*** See overage details below			

\$0.00

25800 CNJYF03426 \$0.00 TOWN OF PANTEGO 2600 MILLER LANE
 PANTEGO, TX 76013

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-3213-	617,447	635,958		18,511	*** See overage details below			

\$0.00

HP/HPLJ8150



Remit Payment to: PO Box 844173
 Dallas, TX 75284-4173 972-831-2000

CONTRACT INVOICE

Invoice Number: IN15194

Invoice Date: 01/28/2014

Bill To: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Customer: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
TO06:10D047	Cust Net 10	02/07/2014	\$ 1,940.91	\$ 1,940.91

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
2579A	U5BD0094B9				\$0.00	TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013			
BLK	BLK-3213-	199,918	200,572		654	*** See overage details below			
									\$0.00

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
2579B	JPDLR38B29				\$0.00	TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013			
BLK	BLK-3213-	207,699	209,200		1,501	*** See overage details below			
									\$0.00

HP/HPOJK8600

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26211	1B5151Y405KC				\$0.00	TOWN OF PANTEGO 2600 MILLER LANE PANTEGO, TX 76013			
BLK	BLK-3213-	2,697	2,895		198	*** See overage details below			
CLR	CLR-3213-	3,595	3,973		37B	*** See overage details below			
									\$0.00

HP/HPOPROL7500

25790	MY84M24053				\$0.00	TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013			
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XER/X6015N

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26954	BD1580695				\$0.00	TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013			
BLK	BLK-3213-	81	145		64	*** See overage details below			
CLR	CLR-3213-	6,159	8,191		2,032	*** See overage details below			
									\$0.00

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26955	BD1580593				\$0.00	TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013			
BLK	BLK-3213-	17	29		12	*** See overage details below			
CLR	CLR-3213-	9	2,435		2,426	*** See overage details below			
									\$0.00

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26967	BD1580696				\$0.00	TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013			
BLK	BLK-3213-	196	197 *		1	*** See overage details below			
CLR	CLR-3213-	8,477	8,478 *		1	*** See overage details below			
									\$0.00

* Estimated meter reading



A Xerox Company

Remit Payment to: PO Box 844173
 Dallas, TX 75284-4173 972-831-2000

CONTRACT INVOICE

Invoice Number: IN15194
 Invoice Date: 01/28/2014

Bill To: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Customer: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
TO06:10D047	Cust Net 10	02/07/2014	\$ 1,940.91	\$ 1,940.91

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26969 BD1580692 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013									
BLK	BLK-3213-	13	1,963		1,950	***	See overage details below		
CLR	CLR-3213-	5	1,693		1,688	***	See overage details below		\$0.00

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26984 BD1579877 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013									
BLK	BLK-3213-	4	12		8	***	See overage details below		
CLR	CLR-3213-	16	1,037		1,021	***	See overage details below		\$0.00

XER/XPHASER3300

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26233 NRB656484 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013									
BLK	BLK-3213-	10,720	13,299		2,579	***	See overage details below		\$0.00

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26234 NRB656609 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013									
BLK	BLK-3213-	26,234	26,234 *		0	***	See overage details below		\$0.00

* Estimated meter reading

XER/XWC6505

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
26074 YTB117815 \$0.00 TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013									
BLK	BLK-3213-	2,890	3,949		1,059	***	See overage details below		
CLR	CLR-3213-	3,357	3,968		611	***	See overage details below		\$0.00



Remit Payment to: PO Box 844173
 Dallas, TX 75284-4173 972-831-2000

CONTRACT INVOICE

Invoice Number: IN15194
 Invoice Date: 01/28/2014

Bill To: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Customer: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

*14,500 copies/mo.
 x 3 mos
 43,500*

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
TO06:10D047	Cust Net 10	02/07/2014	\$ 1,940.91	\$ 1,940.91

Overage Details

Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
BLK-3213	64,861	43,500	0	21,361 \$0.017250	\$368.48
				Base Amount:	\$0.00
					\$368.48

Meter Type	Equip. Number	Serial Number	Begin	End	Copies
BLK	25741	CNHC72W05P	54,132	54,132	0
BLK	25791	CNGXL19784	43,263	45,056	1,793
BLK	25792	CNWBD9324B	2,606	2,606	0
BLK	25793	CNB1M15736	1,249	1,311	62
BLK	25794	USB009489	199,918	200,572	654
BLK	25795	CNJYF256B3	408,560	432,527	23,967
BLK	25796	B9J361164	45,196	45,196	0
BLK	25797	CNB8B4HBDB	1	1	0
BLK	25798	JPDLR3B829	207,699	209,200	1,501
BLK	25799	CNB1M15744	7,959	8,008	49
BLK	25800	CNJYF03426	617,447	635,958	18,511
BLK	25801	CNBCBBJ1F2	14,806	16,297	1,491
BLK	25802	CNB9K62625	100,477	111,439	10,962
BLK	26074	YTB117B15	2,890	3,949	1,059
BLK	26211	1BS151Y405KC	2,697	2,895	198
BLK	26233	NRB6564B4	10,720	13,299	2,579
BLK	26234	NRB656609	26,234	26,234	0
BLK	26954	BD15B0695	81	145	64
BLK	26955	BD15B0593	17	29	12
BLK	26967	BD15B0696	196	197	1
BLK	26969	BD15B0692	13	1,963	1,950
BLK	26984	BD1579877	4	12	8

Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
CLR-3213	9,758	1,500	0	8,258 \$0.172500	\$1,424.51
				Base Amount:	\$0.00
					\$1,424.51

Meter Type	Equip. Number	Serial Number	Begin	End	Copies
CLR	25741	CNHC72W05P	13,164	13,164	0
CLR	25792	CNWBD9324B	25,231	25,231	0
CLR	25797	CNB8B4HBDB	1	1	0
CLR	25801	CNBCBBJ1F2	9,621	11,222	1,601
CLR	26074	YTB117B15	3,357	3,968	611
CLR	26211	1BS151Y405KC	3,595	3,973	378
CLR	26954	BD15B0695	6,159	8,191	2,032
CLR	26955	BD15B0593	9	2,435	2,426
CLR	26967	BD15B0696	8,477	8,478	1
CLR	26969	BD15B0692	5	1,693	1,688
CLR	26984	BD1579877	16	1,037	1,021



A Xerox Company

Remit Payment to: PO Box 844173
Dallas, TX 75284-4173 972-831-2000

CONTRACT INVOICE

Invoice Number: IN15194
Invoice Date: 01/28/2014

Bill To: TOWN OF PANTEGO
1614 SOUTH BOWEN RD
PANTEGO, TX 76013

Customer: TOWN OF PANTEGO
1614 SOUTH BOWEN RD
PANTEGO, TX 76013

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
TO06:10D047	Cust Net 10	02/07/2014	\$ 1,940.91	\$ 1,940.91

Total Grouped Overage Charges:	\$1,792.99
Total Grouped Base Charges:	\$0.00
Total Meter Group Charges:	\$1,792.99

Invoice SubTotal	\$1,792.99
Tax:	\$147.92
Invoice Total	\$1,940.91
Balance Due:	\$1,940.91

P.O. Box 844173 Dallas, TX 75284-4173 972-831-2000



Remit Payment to: PO Box 844173
 Dallas, TX 75284-4173 972-831-2000

CONTRACT INVOICE

Invoice Number: **IN15195**
 Invoice Date: 01/28/2014



Bill To: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Customer: TOWN OF PANTEGO
 1614 SOUTH BOWEN RD
 PANTEGO, TX 76013

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
TO06:10D047	Cust Net 10	02/07/2014	\$ 609.97	\$ 609.97	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CN2606-01	AP 817-274-1381	\$ 563.48		10/24/2012	10/23/2017
Remarks					

Summary:
 Contract base rate charge for this billing period \$0.00 *
 Contract overage charge for the 10/24/2013 to 01/23/2014 overage period \$563.48 **
 *Sum of equipment base charges **See overage details below \$563.48

Detail:
Equipment included under this contract

XER/X9303

Number	Serial Number	Base Charge	Location						
25759	XNE097530	\$0.00	TOWN OF PANTEGO 1614 SOUTH BOWEN RD PANTEGO, TX 76013						
Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
CX1	CX1-25759-	85,741	111,756		26,015	36,000	0	\$0.011500	\$0.00
CX2	CX2-25759-	10,890	14,438		3,548	4,350	0	\$0.040000	\$0.00
CX3	CX3-25759-	31,109	42,972		11,863	4,350	7,513	\$0.075000	\$563.48
									\$563.48

Invoice SubTotal	\$563.48
Tax:	\$46.49
Invoice Total	\$609.97
Balance Due:	\$609.97



AGENDA BACKGROUND

AGENDA ITEM: Approval of Town Council Minutes and Acceptance of Minutes of Boards and Commissions

Date: February 24, 2014

PRESENTER:

Julie Arrington, City Secretary

BACKGROUND:

Minutes from Town Council and Pantego's various Boards and Commissions

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

Town Council Minutes from February 3, 2014
Town Council Minutes from February 10, 2014

PEDC Minutes From January 22, 2014

**Town Council Minutes
February 3, 2014**

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in special session at 6:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 3rd day of February 2014 with the following members present:

**Melody Paradise
Russ Brewster
Jane Barrett
Don Surratt
Don Funderlic**

**Mayor
Mayor Pro Tem
Council Members**

constituting a quorum. The following staff members were present:

**Matt Fielder
Julie Arrington
Tom Griffith**

**City Manager
City Secretary
Chief of Public Safety**

Also in attendance:

Cal Kost

CRB Board Member

**SPECIAL SESSION 6:30 P.M.
CALL TO ORDER**

Mayor Paradise called the special session to order at 6:31 p.m.

1. Comments from the public regarding PantegoFest 2014

Mayor Paradise welcomed the audience thanking them for taking the time out of their busy schedules to offer their comments to the Council. She explained the purpose for tonight's meeting was to receive public comment regarding PantegoFest 2014. She explained the goals of PantegoFest are to bring the people of the community together, identify Pantego and set it apart from Arlington, and to have a way for us to help promote the business community. Over the last few years the Town has tried to improve PantegoFest. Council has been discussing different ideas for this year's PantegoFest; such as continuing the event, moving the location, same format or scale down, hiring an event planner, etc. The goal is to have a festival that everyone benefits from in one way or another. Council decided at an earlier meeting to change the date from the first weekend in October to the last weekend in September. It is safe to presume there is some flexibility to moving the date since we are still in the discussion stage.

Jimmy Harris, owner of David's Bar B Que, informed Council several years ago when the idea of PantegoFest first started it was to bring revenue and commerce to our city. The city is like a harbor when the tide rolls in we all work together and feed off each other. He believes closing down a major artery in the city hurts 25% of the business revenue. If the business loses money the town loses money from the lack of sales tax revenue. For every action Council takes there is a reaction and closing the artery hurts a lot of people. When they hurt financially it hurts their pocketbook and their ability to feed their family.

Ann Ferrell; owner Annie's II, the snow cone stand, and the Lakewood Shopping Center, explained the event has been on her property for the last two years and it is not conducive for an event any longer due to the damage caused by the last PantegoFest. She informed Council many of her tenants were forced to close for two days for the event and claim they will leave her

Town Council Minutes
February 3, 2014

shopping center if they are forced to deal with PantegoFest this year. It is a financial burden because businesses must close. She believes the attendees of PantegoFest are drinking beer and having a good time and are not there to shop at the stores. She would like the event moved off of her parking lot due to the financial loses of her tenants, the damage to the parking lot, and the trash left on her property.

Susie Elliot, independent contractor at Annie's II, explained to Council she and 15 other independent contractors at Annie's II lost money due to PantegoFest. It was too difficult for their clients, who are mostly elderly women, to navigate around the building to park and to walk inside. PantegoFest took away all the handicap parking. She stated she has lost money for two years now because of PantegoFest. She would like it moved to another location and the street to remain open.

Patrick Myers, owner of Dr. Jeckylls Beer Lab, informed Council he liked the first year of PantegoFest but feels last year was a flop due largely to the cold and rainy weather. He believes the Town can make money in just ticket sales. He suggested blocking the road to the bridge and people can attend the businesses. He would like to see a Taste of Pantego comprised of Pantego businesses not outside vendors taking the revenue from the businesses. He wants our businesses to show case their food. He also likes the idea of the citizens bringing their own beer allowing for sales at his establishment and permits are not required, plus the exhibitions and demonstrations. Mr. Myers would like to see the Town fix PantegoFest not stop it, just make it better. He believes the bands the town used the first year, the tribute bands, brought the people and he offered three more better bands last year; Breaking the Wall, Queen for a day, and a Black Sabbath tribute band. He went on to offer the same bands this year for a quarter the price as the first year. He feels bands that play music that is known will bring in the people and last year's bands were not known.

Danny Lakey, owner of Shirtwerx located at Park Row West, would like to have the festival moved to the Park Row West Shopping Center it is a larger parking lot. He would like to see the event with free admission and extra events daily to draw in the participants; such as a wine tasting, car show, or cook off. He suggested a steak cook off or a gumbo cook off. He does not want outside vendors. Mr. Lakey suggested routing traffic behind PCA detouring to Milby and feels using Park Row West and the parking lot with David's Bar B Que would be best. He feels the Town should charge for the booths, the exhibitions, and the bands, not to enter the festival.

Deborah Dixon, a hair dresser at Annie's II, believes it is a serious issue to the beauty shop. The band was located just outside the door last year and the contractors and the clients could not hear inside the shop. She lost revenue from cancellations and no shows. Most of her clientele is elderly and cannot walk up to the shop. She wants the event moved and not to block the street.

Georgann Price, resident at 2010 Silverleaf, expressed she loves PantegoFest thinks it is wonderful and would be great to have someone local for the event planning who understands the Town's personality; not a big town coordinator. We are a small town and need someone to know our reach and what we can do. She agrees with the suggestion of local usage for vendors and competitions for the kids. She suggested the Town have a golf cart accessible for the client of Annie's II taking them from their car to the shop.

Margie deMulder, owner of All Paws Grooming, loved PantegoFest the first year. Her only issue was that her clients were charged to enter the event to come to her shop. She suggested the Town speak with the City of Kerrville and the Levitt's Pavillion for ideas and help on organizing the event. She feels more people will attend and spend more money with the vendors if the entrance to the event is free. She believes PantegoFest is great for business. Council asked her why she did not like the second year. She explained to Council she was promised a pet parade and it did not happen.

Ms. Elliott informed Council she felt the first year was organized and the second year there were not any advertisements, not as many vendors, and seemed unplanned and thrown together.

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Mayor Paradise agreed weather is always an issue regardless of when the event is planned. Primary difference between the first year and the second year was the second year the Town was in the middle of several personnel turnovers during the major planning process. There was not enough staff to cover the planning and the day to day operations of the town. She continued to explain putting on an event is very staff and volunteer intensive. The organizer must understand our size, scope, location, fees, etc. The ideas tonight are excellent ideas and Council will be considering them. How do we pull it off without shutting down Park Row, do we move the event? Do we leave it as an all weekend event or a one or two day event? This is a lot to consider. We do not want to create a hardship between the community and the businesses; redirecting traffic to help the businesses will be considered. The goal is to foster business relationships with the community and bring in businesses and increase sales for the businesses. We want to do a better job at marketing and need staff resources to stay on top of the marketing. Even if we use the event planner we will still have tasks to perform. It would be great for those of you who are willing to volunteer to sign up. Music is difficult because not everyone likes the same music. When we closed on Saturday last year there were three well known bands set to play. I would like to hear your preferences of music and the number of bands you would like to hear.

Mr. Myers explained this was the reason he picked the bands that were chosen in year one they were weather proof. Those were bands the kids would stand in the weather for. The adults will not stand in the cold for music but the kids will. Year two, the bands we had were not bands that people would stand in the weather to listen to.

Ms. Ferrell explained she does not believe people will purchase items at the stores. All she has heard in tonight's conversations is how the food vendors will make money. The businesses in her shopping center lost money. She feels the Catholic store cannot set out their merchandise under a tent; no one will sign up for dance classes or scuba classes, or purchase batteries for their watches. It is not fair to our businesses for the event to be in our parking lot. It just doesn't work for the businesses.

Mayor Paradise requested to hear from Jimmy Harris, owner of David's Bar B Que, regarding his take on festivals due to his experience in them. Mr. Harris informed Council people do not just come for the food they come to shop. The venue is in a parking lot and not conducive to music. He suggested moving it to the park where people can come and sit on the grass, relax, and enjoy the music.

Mr. Myers expressed his dissatisfaction with the suggestion because no one can see the businesses from the park. He wants the participants to be able to see the businesses.

Ms. Dixon informed the Council she likes a variety of music. She feels it is annoying to hear the same music over and over.

Council asked Mr. Myers if he has a variety of music he can supply or just hard rock. Mr. Myers informed Council he can provide rock. He claims classic and hard rock are two different varieties.

Ms. Ferrell believes the issue with the second year of PantegoFest was the personnel change over and the lack of advertising.

Mr. Lakey believes rock music will bring a bigger draw of people at night; however, during the day he would like to see a variety. He suggested after 9:00 p.m. the bounce houses and kids zone should be shut down and begin charging entrance fees; making it family oriented in the day and adult oriented by night.

Mr. Myers informed Council the first year we did Hard Rock and metal on Friday night, Classic Rock on Saturday night, and Chicago on Sunday.

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Mr. Harris questioned Council regarding the expense of overtime paid to the employees; such as the police officers and the firefighters. He asked if the town decided not to close the street would this decision save money on the overtime. He thinks this would cause a reduction in personnel and wonders if it is cost effective. He also suggested the Town start at Bicentennial Park on a one day event and grow from there.

Mayor Paradise confirmed the budget accounted for overtime and Dalworthington Gardens offers assistance with off duty officers to help the Pantego Officers.

Matt O'Neil, 9 Longhurst, feels Mr. Myers ideas were great and suggested music between the bands; such as top 40 music, when it gets quiet people get bored. He feels if we do not have enough people to justify blocking the street then we should not. He believes the first year was a good year but last year was a flop; the stage was in the wrong spot and no one knew the bands. He thinks allowing people to bring their own drinks is a good idea but worries about underage drinking and monitoring the age of the drinker. He thinks the hair dressers should use the opportunity to promote their business with coupons since it is only one weekend a year. Finally he suggested a Saturday and Sunday event only.

Lothar Heller, 3 Preston Trail Ct., believes if the businesses lost money then the event was in the wrong location. He feels PantegoFest is the greatest thing. He informed the Council there is a street next to Bicentennial Park that can be blocked off for more room at the park. If this was to happen the town would not need as many police officers and firefighters. He feels the businesses could come to the park and set up a booth to promote their business or make a show. They would benefit more sitting at the booth away from their shop one time a year for two to three days showing what they have to offer. He agrees not everyone likes the same music but feels live music would bring out more people to the businesses.

Mayor Paradise asked the audience how many of them participated in the first PantegoFest and the second PantegoFest or both. Then she asked the audience how many would like to see it held at Bicentennial Park and why not?

Mr Myers reminded Council beer sales is not allowed at the park. If he could sell beer he would set up at the park.

Ms. Dixon informed Council some businesses cannot set up remotely both days. Maybe set up a booth for someone to man and promote their business.

Mr. O'Neil reminded Council they would need electricity.

Doug Davis, past City Manager of Pantego, presented Council with some history of how PantegoFest started and why it ended many years ago. He informed them PantegoFest 1978 was very successful as a one day event and ran for 2-3 years. It was completely organized by volunteers and was held at Bicentennial Park. There were plenty of vendors and a parade. The big attraction was Kenny Rogers, pitcher for the Texas Rangers. He was the Master of Ceremonies for the parade. The Town of Pantego held its 50th Anniversary celebration at Bicentennial Park and it was completely organized by the citizens of the town. He advised Council they cannot sell beer in the PCA parking lot maybe if there was a separation created by the kids zone and bounce houses it could work. If they choose to have it at the park they could pull the generator down to the park for electricity. He is in agreement with the additional activities; such as the chilli cook off. He considers marketing as a key element to success and suggested the Town call Brandera and speak with them before hiring an event coordinator.

Councilmember Funderlich asked Mr. Davis why PantegoFest did not continue. Mr. Davis stated the event fizzled out and the committees did not continue. Councilmember Funderlich feels Council has received a lot of good comments. He asked the audience if they had any suggestions regarding vendors from Pantego or allow all vendors?

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Mr. Myers liked the taste of Pantego ideas and believes Council should keep the vendors to Pantego businesses only without a charge for a booth.

Councilmember Funderlich asked the audience their opinion on getting businesses to participate.

Mr. Myers suggested allowing outside vendors after all Pantego businesses have received their booths.

Mr. Lakey feels the Council should look at the different foods and decide what type of food they would want to serve at the event fulfill those needs with local vendors then open up to outside vendors.

Mr. Davis feels a goal of PantegoFest should be to draw people from outside Pantego to the event to show the Town is not Arlington and obtain an identity as Pantego.

Mr. O'Neil discussed better marketing.

Mayor Paradise agreed marketing is paramount and someone is needed to promote the marketing. Bringing someone in who knows marketing and obtaining expert advice is essential.

Mr. Davis advised the Council business owners do not have to be in front of their business they can give cards, coupons, and such to promote their business.

Ms. Dixon would like to have the date moved stating last year PantegoFest competed with the first weekend of the State Fair.

Mayor Paradise explained there are a lot of events at this time of year and trying to find a time of year without competing with another festival is difficult. Grapefest is winding up at the end of September and there are other neighboring cities as well.

Councilmember Surratt thinks it is nice to hear alternating opinions and nice to hear from the businesses. It has been nice to hear the impact this has caused. He told the audience he appreciates their time and for giving feedback.

Councilmember Funderlich feels it is good to see the turnout for tonight and hear opinions. The main purpose of PantegoFest is to increase exposure to Pantego and draw people from outside of Arlington. This is not a profit making event for the town. It is to show what the town has to offer.

Councilmember Barrett stated she has heard a lot of good ideas tonight especially interested in the events; such as car shows and exhibits. We have heard many of the same ideas from different people. She feels we really need volunteers to help.

Mayor Pro Tem Brewster appreciated everyone coming out tonight and believes he has heard a lot of good ideas; some Council has discussed; such as vendors from Pantego. It is good to know the impact. The motivation for PantegoFest is exposure for the businesses and identification. I really appreciate everyone coming out and giving us a lot to talk about.

Mayor Paradise encouraged any additional thoughts or ideas to be communicated to Council, the Mayor, or the City Manager. This is an ongoing process as Council tries to define PantegoFest 2014, If there is away do this with little impact to the businesses let us know. It all comes down to logistics and what we can do to make this so everyone benefits. The town is willing to support PantegoFest financially and is committed to PantegoFest. We are not in this to make money it is something we are committed to doing. Hopefully we can get this right in 2014. We will take your ideas into account. Communicate with the City Secretary to keep you up to date on PantegoFest. She will created a list of Notifications.

Ms. Ferrell asked Council when the Park Row Project will be completed.

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Mayor Paradise informed the audience this is a huge project and timing is critical. The project is not ready to start. We will time it around PantegoFest.

Mr. O'Neil informed Council that after the last meeting he spoke to a local business owner regarding a possible motorcycle show.

Mayor Paradise requested the audience to reach out to anyone they know that may do shows, exhibitions, cook-off's, etc to contact staff and give them the information. She informed the audience Council really appreciates their input.

ADJOURNMENT

Mayor Paradise adjourned the special session at 7:49 p.m.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

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STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in special session at 6:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 10th day of February 2014 with the following members present:

Melody Paradise
Russ Brewster
Jane Barrett
Don Surratt
Don Funderlic
Charlie Price

Mayor
Mayor Pro Tem
Council Members

constituting a quorum. The following staff members were present:

Matt Fielder
Julie Arrington
Jim Jeffery
Ariel Carmona
Chad Joyce
Tom Griffith
Barry Reeves
Robert Coker
Thressa Householder

City Manager
City Secretary
City Attorney
Financial Director
Community Development Director
Chief of Public Safety
Assistant Police Chief
Assistant Fire Chief
Court Administrator

Also in attendance:

Joyce Stanton

City Engineer

WORK SESSION 6:30 P.M.

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

Mayor, Council, and Staff discussed the following consent agenda items:

1. City Manager Report

Mr. Fielder advised Council the construction on Peachtree is mostly complete. The items left for repair are the irrigation, landscaping, and the final cleanup. The construction on Country Club Court still needs the asphalt repaired at the intersection of Country Club Court and Country Club Dr., the pavement section discussed at the last meeting, the retaining wall, the irrigation system, landscaping, and final cleanup. There was discussion regarding the backfill material used by the contractor, elevation issues causing water to pool in some areas, and the cleanup required from the contractor. Mrs. Stanton informed Council the contractor stated he will have all repairs to the irrigation, the sod, and the cleanup completed by February 24th. She stated the repairs that have been completed over the last two weeks should have repaired the elevation issues in front of Mr. Griffin's home. She verified she will continue to stay on top of the contractor and will work with Mr. Joyce in the cleanup back charging the contractor as needed for the cleanup.

Council discussed the contract dates and the deadline for completion verifying the contractor is in violation of the contract. Council requested a letter putting him on official notice of violation to be sent to the contractor. Mr. Jeffery's verified this was a proper action.

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Mrs. Stanton apprised Council of a recently discovered issue regarding the sprinkler system next to the retaining wall. The contractor performing the work on the sprinkler system noticed one of the sprinkler heads next to the retaining wall will now water a lot of concrete; retaining wall and street. She informed Council the contractor recommends installing a new station at 8 Country Club Ct. at a cost of \$700. She explained there are several deductions that have not been worked into the final cost of the project that should level out the cost of the change order. There was discussion regarding other possible fixes to the issue and the different sprinkler head possibilities. Mr. Joyce educated Council the main difference between the rotor head and the pop ups is the amount of water they release. Mr. Joyce further explained the Town can place the sprinkler head to where it was or we can fix it for water conservation purposes. If the town takes it out there will be a large area that will not receive any water. Council agreed to the repair of this sprinkler as discussed.

Mr. Fielder informed Council the server migration is complete. There are still some lingering issues; such as the emails went down February 1st but are now fixed. The items left are some functionality issues, physical clean up, and the recorder in the Council Chambers. There was some discussion on keeping the server racks for future upgrades and documenting our fixed assets.

Mr. Fielder explained to Council the SCADA system operates our water wells remotely. There is an issue with our server transition to Windows 7. The SCADA software will not function on Windows 7 only Windows XP. According to Mr. Fielder this is not an emergency situation Mr. Joyce has designated a desktop computer with Windows XP to currently run the well stations. Mr. Joyce informed Council the well stations still communicate and function normally; however, staff cannot access the wells remotely from home if they need to resolve any issues. The current software company for our SCADA system must rebuild the software in order to upgrade it. This is an estimated cost of \$13,000. There was some discussion regarding the Iwerks contract and what was included. Staff was directed to research the contract and to place this on a future agenda to discuss options, the expenses thus far, and everything related to the SCADA system.

Mr. Fielder informed Council staff is still working on obtaining the information needed for the compensation study. One of the cities staff is waiting on is Dalworthington Gardens. He proposed moving this item to the next agenda.

Mr. Fielder told Council the Park Row Arch lighting is on the PEDC Agenda for Wednesday's meeting to discuss options for lighting. Councilmember Surratt stated he would inform Council at the next council meeting.

Mr. Fielder notified Council that Mr. Joyce will meet with CMA and Oncor regarding the utilities placement for the project; water lines, light poles, landscape, and sidewalks. This is a six month project. Mr. Fielder reminded Council it is possible the project will impact PatnegoFest 2014.

Mr. Joyce met with the owner and confirmed as of 2:00 p.m. all the decorative items have been removed; however, the trailer was still there. Discussion was had on the Special Use Permit approved by the Council for the Snow Cone Stand back in August.

2. Monthly Staff Reports

Discussion was had regarding the printer and the quality of the prints. Staff was directed to have the printer looked at for repairs.

Council inquired about the Interest Distribution Report and the difference in the interest between the funds. The PEDC interest was 50% of the Town interest on the report. It was discovered the issue was the print quality of the report made it hard to read.

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There was discussion on the motorcycle officer staffing issues due to the vacancies in the police department.

There was some discussion on the cost of the air conditioning repair as it relates to the engine repair of the Fire Truck.

Discussion was had regarding the new sweeper attachment purchased for Public Works and the benefits the citizens may receive from the new equipment.

There was discussion regarding the 303 project, the warranty on the median landscaping, and the amount of days and time the sprinklers are on. Mr. Joyce informed Council the Texas Department of Transportation is still in control of the project until the final walk through.

Council inquired about the improvements at Nora. Mr. Joyce informed Council the improvements are complete and the Town is back in service.

Council inquired about the monthly reports from Peak Energy. Mr. Joyce was directed to advise Mr. Fielder and Mrs. Carmona what was involved in this agreement with Peak Energy. Council would like to know if it is beneficial and cost effective to continue the use. The vendor discussed a buy back guarantee if the Town did not save any money with this system. Council verified this system was on the SCADA system as well. Council would like a report on this at the next Council meeting. Council inquired about the maintenance on the water wells and requested Mr. Joyce to contact Collier regarding information on the SCADA system.

There was discussion on an updated timeline for the Planning and Zoning Ordinance. The ordinance presentation to the Planning and Zoning Commission is scheduled in March.

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

There was discussion on the Denitech contract regarding overages and the number of copies allowed per the contract. Staff was directed to compare the last two years of invoices and to meet with the representative. This invoice was pulled until Mrs. Carmona speaks with Denitech regarding the fees and the contract.

Council inquired about the renovation budget for the court office. The complete renovation will remain under the entire renovation cost located in the small asset budget; however, some of the itemized areas are over their itemized line items for the budget.

4. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from October 28, 2013
- Town Council minutes from November 11, 2013
- Town Council minutes from November 25, 2013
- Town Council minutes from December 9, 2013
- Town Council minutes from January 13, 2014
- Town Council minutes from January 20, 2014
- Town Council minutes from January 27, 2014

Council requested small changes for clarification on the January 27th minutes regarding the generator, the City Managers report, and PantegoFest.

Acceptance of Minutes of Boards and Commissions:

- Community Relations Board Minutes December 3, 2013

5. Discuss the impact to the Town of Pantego public safety communications system as a result of the new digital radio system the City of Arlington plans to implement November 2014.

This item was moved to the Regular Agenda and discussed.

Chief Griffith presented this item to Council. Motorola, the company who has control of the market for the communication systems and provides all support to the systems, will no longer support or repair the analog system currently in use by the Town of Pantego and many other cities. For this reason the City of Arlington is currently upgrading their communication system to a digital system. Once this upgrade is complete the analog system currently utilized by the Town of Pantego will no longer communicate with Arlington and will be obsolete. Our current system was upgraded and purchased through a Homeland Security Grant provided by the Council of Governments during the 2003-2004 budget year.

Council questioned the purpose of the work that was done just a few years back. Chief Griffith explained the work was performed due to a lightning strike that damaged the system. There was a grant for \$60,000 and part of it was to put in the fiber connection between our communication center and Arlington's communication center and the new 911 console damaged from the lightning strike.

There was some discussion regarding third party vendors, other contractors, and other available systems. Motorola is proprietary meaning third party vendors will not be able to obtain parts for the system. Any other system besides Motorola will not allow two way communications or interaction with the City of Arlington, which is utilized for automatic and mutual aid.

Council questioned if it was mandatory for Pantego to stay in lock step with Arlington. Chief Griffith educated Council the Public Safety Departments in the State of Texas are trying to become interoperable among all other departments and Homeland Security due to the events of 9-11; Pantego ties into the Arlington system, Arlington ties into the Fort Worth system, Fort Worth ties into the Austin, Texas system. We rely heavily on automatic aid from Arlington. Communications with Arlington is critical during incident calls for firefighter safety while fighting fires. The Incident Commander must know where the fire fighters are inside the structure and what is going on at all times. If we do not join and remain connected to Arlington they may not use us for mutual aid and they will not be able to help us when we need them. The town will be forced to rely on Mansfield, Kennedale, Dalworthington Gardens, or Forest Hills for aid and the response time will be longer.

There was some discussion on the last minute notice, the amount of aid provided by Arlington to Pantego, other neighboring cities decisions to accept the change, and the cost to the neighboring cities versus the cost to Pantego. Chief Griffith informed Council Dalworthington Gardens has started implementing the change to their system. If we do not stay on step with Arlington we will take a 10 year back step in progress. There are not any frequencies left in the 800 MHz system. VHF is the only option and with VHF if our units get to far out from the city limits there will be no communication between our units and our dispatch.

Staff was directed to review the contract with Arlington regarding the monthly fee paid to Arlington. Council would like to know if this fee will be altered and if Arlington would be willing to help with the cost since our upgrade benefits them. The City Manager and staff were requested to come up with a plan for payment, future expenses, and future needs. Chief Griffith explained he has a deal worked with DFW Communications. If he can give DFW Communications notice of approval by June 1st they will start the implementation and allow Council to work the cost into next year's annual budget giving DFW Communication twelve months of payments interest free. The proposal is all inclusive; dispatch console, portable radios, car radios, motorcycle radios, and etc. Council requested all paperwork; written agreement, hard money numbers from Motorola, and

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DFW communications, a copy of the lease, and financial ideas to them as soon as possible for a decision.

Council expressed its disappointment with the lack of notice regarding these changes.

Council discussed giving staff permission to move forward giving DFW Communications six months to complete the work with the premise this is something we must do. Chief Griffith has already worked out financial details. The twelve month lease will start as soon as staff gives them the approval to move forward; however, money will not exchange until after October.

Council discussed the fee paid to Arlington monthly as an administrative fee to allow Pantego to use their radio system and the benefits to the arrangement.

Authorization will be given as soon as Council has the paperwork to review.

6. Discuss and direct staff regarding the impoundment of uninsured motor vehicles.

This item was moved to the Regular Agenda and discussed.

Chief Griffith presented this item by informing Council if an officer pulls over a vehicle and it is discovered they do not have insurance they are given a ticket and the officer lets them leave continuing the violation. Once the violator attends their court date at that time the judge either delivers sanctions or dismissal based on the circumstances.

This ordinance allows the officer to impound the vehicle until such time insurance is provided. If the vehicle is impounded the officer will do an inventory of items within the vehicle. If the violator provides insurance, showing they had coverage at the time of the violation and just did not have it with them, the tow charge and the violation is dismissed.

Council inquired about the violator's ability to arrive at their destination. Chief Griffith informed Council the ordinance allows the officers to provide transportation to their destination if within a mile of the city limits. The officer will also have the discretion of providing them a place to wait for transportation to arrive to the violator's location. The officers would never leave a violator stranded on the side of the road.

There was some discussion on the administrative fee of \$25 and the towing company. As long as the towing companies meet the requirements of the town any towing company can be utilized for this ordinance. Council requested a 30 to 45 day payment from the towing company not the 90 days allowed in the draft ordinance.

Discussion was had regarding the amount of time the officer is involved in this process, including the paperwork. Chief Griffith advised Council the administrative fee covers this cost and insured Council the violator's insurance is verified, in most cases, on scene. Chief Griffith clarified this ordinance is only for Failure to Maintain Financial Responsibility violations, not every police pull. Council requested this ordinance with the changes, the proposed policy, and the public hearing for the ordinance on the next agenda.

Mayor Paradise adjourned the work session at 7:34 p.m.

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

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

Community Development Director Chad Joyce led the invocation which was immediately followed by the Pledge of Allegiance

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Councilmember Surratt welcomed Danny Lakey and thanked him for coming this evening

Mayor Pro Tem Brewster welcomed Danny Lakey and thanked Council and staff for being able to work together.

Mayor Paradise gave her appreciation to the local business owners and citizens who attended the Public Forum for PantegoFest for taking time out of their busy schedules and participating in the discussion.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Councilmember Barrett informed Council the CRB met on February 4th and discussed the Easter celebration on April 19th from 2:00 p.m. to 4:00 p.m. They will have an egg hunt, a scavenger hunt for ages 11-16, painting flower pots, and sack races. They will ask Waterford residents to help stuff the eggs again this year. The Memorial Day event is still in the planning stages. The dates for movie night are the second Saturday of the Month from June to September; June 14th, July 12th, August 9th, and September 13th. The CRB is still in need of volunteers. Their next meeting is scheduled for March 4th.

Pantego Youth Leadership Council

Mayor Paradise informed Council PYLC will meet next Tuesday and will continue their discussion on marketing and planning their Spring Break field trip.

PEDC REPORT

Councilmember Surratt advised Council the PEDC Board has not met since the last council meeting. They are scheduled to meet this Wednesday.

CITIZENS OPEN FORUM

None

APPROVAL OF CONSENT AGENDA ITEMS

Mayor Paradise moved items number 9 and 10 up to the consent agenda and moved items 5 and 6 down to the regular agenda. Also the Denitech invoice was removed from the consent agenda until the contract can be reviewed by staff.

Councilmember Surratt made a motion to approved Consent Agenda items 1, 2, 3, 4, 9, and 10 pulling the Denitech invoice from item number 3 and with the approved changes to the minutes as discussed in the work session item number 4. The motion was seconded by Mayor Pro Tem Brewster.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Price, and Brewster

Nays: None

Abstention: None

Mayor Paradise declares the vote passed unanimously.

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

- 7. Discuss and direct staff on matters relating to 2014 PantegoFest**

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Mr. Fielder presented this item and explained to Council the search for an event planner has revealed a number of wedding planners as event planners. Discussion was had regarding the location on Park Row, the dates and duration, any alternative events, and admission.

The location will remain on Park Row. The location on Park Row is still to be determined. The dates of September 26, 27, and 28th will remain. Discussion was had on the allotted time needed for set up. This was six hours last year and not long enough.

Discussion was had regarding the location on Park Row and moving it to the parking lot where Pantego Christian Academy (PCA) is located. Mr. Fielder reminded Council this could prove problematic if PCA has school on that Friday.

Staff was directed to complete the application for a chilli cook-off and verify the dates are acceptable by the organization.

Discussion was had regarding the sale of alcohol or allowing participants to bring their own beverages. Mr. Jeffery will look into the differences in liability for the town. He is concerned with the lack of the ability to monitoring the consumption leading to minors under the influence.

Discussion was had regarding the music and having a lack of dead air by using a public announcement system. Council would like to see a proposal from Pat Myers regarding music and cost.

Mr. Fielder informed Council due to the change in the date this will be the second PantegoFest in the same budget year.

Council would like to look into creating an advisory committee of shopping center owners to evaluate and comment on the logistics and flow of pedestrian traffic.

Council would like to develop a way of tracking attendance and the amount of money raised. They suggested requiring participants to purchase tickets for events and attractions. The admission into PantegoFest would be free but the booths, the events, and the concerts would require tickets. Council directed PEDC to work with the business owners to create incentives for their participation in the event. A suggestion was made for marketing and advertising on the radio.

Mr. Fielder announced he would put together a scope of work and obtain proposals from event planners. Once he has the information together he will present the proposal to Council.

Danny Lakey, 1710 Dickerson Dr., suggested using the parking lot of his business and the one across the street. This would allow the sale of alcohol across the street and away from PCA. The kids zone could be located at the PCA parking lot. Council directed Chief Griffith to evaluate different traffic control plans for detours around the event.

8. Discuss , consider and take action on canceling of the March 10, 2014 Council meeting due to the Spring Break holiday

Councilmember Surratt advised Council he will be out of town for this meeting due to Spring Break. All other council members will be in attendance. The meeting will remain on the calendar.

RESOLUTIONS

9. Discuss and take action on a resolution authorizing the City Manager to provide Commerce Bank with an updated authorized list of representatives.

Town Council Minutes
February 10, 2014

Mr. Fielder informed Council this item is for the bank to remove the Interim City Manager and place him on the authorized list. This item was passed in the Consent Agenda

10. Discuss and take action on Resolution 14-01; a resolution authorizing the City Manager to provide the Texas Local Government Investment Pool (Texpool) with an updated authorized list of representatives.

Mr. Fielder informed Council this item will also replace the Interim City Manager with Mr. Fielder on the authorized list. Mr. Fielder will attend training for investments in April. This item was passed in the consent Agenda.

ORDINANCES

11. Discuss and take action on the second and final reading of an ordinance calling for the General Election of Town Council Places 1, 2, and 3 for the Town of Pantego to be held on Saturday, May 10, 2014; providing for publication; providing for the administration and procedures for the conduct of the election; and declaring an effective date.

Mayor Paradise read the agenda item to the ordinance. Ms. Arrington read the caption to the ordinance. Mayor Paradise called the election to Order. Councilmember Price made a motion to accept the ordinance calling for the General Election of the Town of Pantego as read. Councilmember Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Price, and Brewster

Nays: None

Abstentions: None

Mayor Paradise declared the motion passed unanimously.

12. Discuss and take action upon the second and final reading of an ordinance calling for the Special Election of Town Council Place 5 for the Town of Pantego to be held on Saturday, May 10, 2014; providing for publication; providing for the administration and procedures for the conduct of the election; and declaring an effective date.

Mayor Paradise read the agenda item to the ordinance. Ms. Arrington read the caption to the ordinance. Mayor Paradise called the election to order. Councilmember Price made a motion to accept the ordinance calling for the Special Election of the Town of Pantego as read. Councilmember Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Price, and Brewster

Nays: None

Abstentions: None

Mayor Paradise declared the motion passed unanimously.

Mayor Paradise recessed the regular session at 9:36 p.m.

Mayor Paradise called the executive session to order at 9:44 p.m.

SCHEDULED EXECUTIVE SESSION ITEMS

- The Council will convene in the City Manager's Office pursuant to the Texas Government Code for an executive session on the following items:

Town Council Minutes
February 10, 2014

1. Pursuant to Government Code Section 551.074, to discuss the appointment of a PEDC Director, and to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee – The appointment of a PEDC Director.
2. Pursuant to Government Code Section 551.072, to discuss the purchase, exchange, lease, or value of real property – Nolan County Property
3. Pursuant to Government Code Section 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Litigation Wells
4. Pursuant to Government Code Section 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Litigation Van Hoosier
5. Pursuant to Government Code Section 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Litigation Monica S Cooper

Mayor Paradise adjourned the Executive Session at 10:01 p.m.

Mayor Paradise reconvened into Regular Session at 10:04 p.m.

Executive Session item number 1; Councilmember Brewster made a motion to appoint Daniel Lakey to the PEDC Board as a Director. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlich, Barrett, Price, and Brewster

Nays: None

Abstentions: None

Mayor Paradise declared the vote unanimous.

No action was taken on Executive Session items number 2, 3, 4, and 5.

COUNCIL INQUIRY

Councilmember Funderlich inquired about adhoc committees, the ground water conservation district, the parking and boat ordinance, and the PEDC grants and loans update of their status.

Councilmember Price inquired about the parking ordinance and the TCEQ water well legislature.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 10:11 p.m.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

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:

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. 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



AGENDA BACKGROUND

AGENDA ITEM: Discuss and Consider Action on an Ordinance Amending the Town of Pantego Municipal Code: Chapter 14 – Zoning; Article 14.02 Zoning Ordinance; Division 11 Special Standards; Part II Sign Requirements; Section 14.02.667 Classifications; Subsection b. Temporary Signs, (6) Political Signs (J) Remove “Town Hall”; Containing a Savings Clause; Repealing all Ordinances in Conflict Herewith; and Declaring an Effective Date.

Date: February 24, 2014

PRESENTER:

Julie Arrington, City Secretary

BACKGROUND:

There have been changes to the legislation regarding electioneering and the location electioneering is allowed during an election. Our current ordinance is not concurrent with the new legislation

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends the Council approve the revisions to this ordinance after receiving approval from P & Z and all Public Hearing requirements have been satisfied.

ATTACHMENTS:

14-xxx Election Sign Ordinance
Election Code 61.003
Election Code 85.036

ORDINANCE NO. 14-XXX

AN ORDINANCE AMENDING THE CODE OF ORDINANCES, TOWN OF PANTEGO, TEXAS, CHAPTER 14 ZONING, ARTICLE 14.02 ZONING ORDINANCE, DIVISION 11 SPECIAL STANDARDS, PART II SIGN REQUIREMENTS, CLASSIFICATIONS, SECTION 14.02.667(B)(6) CONCERNING POLITICAL SIGNS; CONTAINING A SAVINGS CLAUSE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Town of Pantego, Texas is a Type A General Law municipality located in Tarrant County, Texas, created in accordance with provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the Town Council is empowered under the Texas Local Government Code to adopt ordinances and rules for the orderly and beneficial operation of City government and the welfare of the citizens of Pantego;

WHEREAS, House Bill 259 recently amended Texas Election Code Sections 61.003 and 85.036, and Sections 61.003 and 85.036 both contain provisions pertaining to electioneering in the form of placement of political signs at polling places and early polling places, but these sections also allow the entity that owns or controls a public building being used as an early voting polling place to enact reasonable time place and manner regulations pertaining to electioneering, and in order to clarify that existing Town Code Section 14.02.667(b)(6) subparts (C), (D), (E), (G) and (I) are in conformance with the standards of House Bill 259, the Town Council has determined that these subparts are reasonable time, place or manner restrictions; and

WHEREAS, House Bill 259 recently amended Texas Election Code Sections 61.003 and 85.036, and Sections 61.003 and 85.036 both contain provisions pertaining to placement of political signs at polling places and early voting polling places, and in order to clarify that existing Town Code Section 14.02.667 is in conformance with the standards of House Bill 259, the Town Council has determined that it should adopt amendments as set forth herein: and

WHEREAS, presentation of this ordinance at a meeting preceding the meeting at which the ordinance is enacted places an undue burden in administrative time and expense to the Town, and as reflected by the vote of two-thirds of the Councilmembers present, the requirements of Section 1.03.035(b) are hereby waived.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS:

**SECTION 1:
AMENDING TOWN CODE SECTION 14.02.667**

Town of Pantego Code of Ordinances Chapter 14 Zoning, Article 14.02 Zoning Ordinance, Division 11 Special Standards, Part II Sign Requirements, Section 14.02.667(b)(6) subparts (F), (H) and (J) are hereby amended by replacing such subparts with the provisions set forth below as follows:

Sec. 14.02.667 Classifications

(b) Temporary signs. Before requesting a temporary sign, businesses and others using signs should have one or more permanent signs in place. The building official may approve the use of a temporary sign without a permanent sign in special circumstances. Temporary signs shall be regulated as follows:

(6) Political signs. The purpose of a political sign is to advertise a political candidate for public office, a political party, or an issue being considered for public referendum. Political signs shall comply with the following regulations:

(F) No sign shall be erected without the permission of the property owner or person who has the right of control on such property unless such property is a polling place or early voting polling place within the meaning of Texas Election Code Sections 61.003 or 85.036, and the sign is placed in a location conforming to the 100 foot distance requirements set forth in such statutes and conforms to the requirements of subparts (C), (E), (G) and (I) of this section.

(H) Political signs shall not be placed on public property or within public right-of-way property unless such property is a polling place or early voting polling place within the meaning of Texas Election Code Sections 61.003 or 85.036, and the sign is placed in a location conforming to the 100 foot distance requirements set forth in such statutes and conforms to the requirements of subparts (C), (E), (G) and (I) of this section.

(J) Political signs and campaign literature shall not be placed on town-owned property including, but not limited to Town Hall, Bicentennial Park, the fire station, the police department, and any town-owned utility property, unless such property is a polling place or early voting polling place within the meaning of Texas Election Code Sections 61.003 or 85.036, and the sign is placed in a location conforming to the 100 foot distance requirements set forth in such statutes and conforms to the requirements of subparts (C), (E), (G) and (I) of this section.

**SECTION 3:
PROVISIONS CUMULATIVE**

This ordinance shall be cumulative of all provisions of the ordinances of the Town of Pantego, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such Ordinances, in which event the conflicting provisions of such Ordinances are hereby repealed.

**SECTION 4:
PROVISIONS SEVERABLE**

That it is hereby declared to be the intention of the Town Council that the sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared void, ineffective or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such voidness, ineffectiveness or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this ordinance, since the same would have been enacted by the Town Council without the incorporation herein of any such void, ineffective or unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 5:
SAVINGS CLAUSE**

That all rights or remedies of the Town of Pantego, Texas, are expressly saved as to any and all violations that have accrued at the time of the effective date of this ordinance, involving the provisions of any earlier or previous ordinances concerning the subjects of this ordinance, that have already accrued at the time of the effective date of this ordinance; and as to such accrued violations, and all pending litigation, both civil or criminal, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

**SECTION 6:
EFFECTIVE DATE**

This ordinance shall be in full force and effect from and after its passage and publication as provided by law, and it is so ordained.

PASSED AND APPROVED AFTER WAIVER OF THE REQUIREMENTS OF TOWN CODE SECTION 1.03.035(b) THIS THE ____ DAY OF _____ 2013 BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS, AT A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS.

Melody Paradise, Mayor

ATTEST:

Lindsay Wells, City Secretary

APPROVED AS TO FORM:

Jim Jeffrey, City Attorney



Effective: June 14, 2013

Vernon's Texas Statutes and Codes Annotated [Currentness](#)

Election Code ([Refs & Annos](#))

Title 6. Conduct of Elections

↖ [Chapter 61. Conduct of Voting Generally \(Refs & Annos\)](#)

↖ [Subchapter A. General Provisions](#)

→ → **§ 61.003. Electioneering and Loitering Near Polling Place**

(a) A person commits an offense if, during the voting period and within 100 feet of an outside door through which a voter may enter the building in which a polling place is located, the person:

(1) loiters; or

(2) electioneers for or against any candidate, measure, or political party.

(a-1) The entity that owns or controls a public building being used as a polling place may not, at any time during the voting period, prohibit electioneering on the building's premises outside of the area described in Subsection (a), but may enact reasonable regulations concerning the time, place, and manner of electioneering.

(b) In this section:

(1) "Electioneering" includes the posting, use, or distribution of political signs or literature.

(2) "Voting period" means the period beginning when the polls open for voting and ending when the polls close or the last voter has voted, whichever is later.

(c) An offense under this section is a Class C misdemeanor.

CREDIT(S)

Acts 1985, 69th Leg., ch. 211, § 1, eff. Jan. 1, 1986. Amended by [Acts 2013, 83rd Leg., ch. 235 \(H.B. 259\), §§ 1, 2, eff. June 14, 2013.](#)

Vernon's Texas Statutes and Codes Annotated [Currentness](#)

Election Code ([Refs & Annos](#))

Title 7. Early Voting ([Refs & Annos](#))

Subtitle A. Early Voting

▣ Chapter 85. Conduct of Voting by Personal Appearance

▣ Subchapter B. Polling Place Procedure

→ → § 85.036. Electioneering

(a) During the time an early voting polling place is open for the conduct of early voting, a person may not electioneer for or against any candidate, measure, or political party in or within 100 feet of an outside door through which a voter may enter the building or structure in which the early voting polling place is located.

(b) The entity that owns or controls a public building being used as an early voting polling place may not, at any time during the early voting period, prohibit electioneering on the building's premises outside of the area described in Subsection (a), but may enact reasonable regulations concerning the time, place, and manner of electioneering.

(c) During the early voting period, the early voting clerk shall keep continuously posted:

(1) at the entrance to the room or area, as applicable, in which the early voting polling place is located, a sign on which is printed in large letters "Early Voting Polling Place"; and

(2) at the outer limits of the area within which electioneering is prohibited, a sign on which is printed in large letters "Distance Marker. No electioneering between this point and the entrance to the early voting polling place."

(d) A person commits an offense if the person electioneers in violation of Subsection (a).

(e) An offense under this section is a Class C misdemeanor.

(f) In this section:

(1) "Early voting period" means the period prescribed by [Section 85.001](#).

(2) "Electioneering" includes the posting, use, or distribution of political signs or literature.

CREDIT(S)

Acts 1985, 69th Leg., ch. 211, § 1, eff. Jan. 1, 1986. Amended by Acts 1991, 72nd Leg., ch. 203, § 1.09; Acts 1991, 72nd Leg., ch. 554, § 1, eff. Sept. 1, 1991; Acts 1993, 73rd Leg., ch. 498, § 1, eff. Sept. 1, 1993; Acts 2003, 78th Leg., ch. 639, §§ 1, 2, eff. Sept. 1, 2003; Acts 2013, 83rd Leg., ch. 235 (**H.B. 259**), §§ 3, 4, eff. June 14, 2013.



AGENDA BACKGROUND

AGENDA ITEM: Discuss, review and approve the 2013 Annual Financial Report and audit by the Town's external auditors – George, Morgan & Sneed, P.C.

DATE: February 24, 2013

PRESENTER: Representative from George, Morgan & Sneed

BACKGROUND:

Results of fiscal year ended September 30, 2013 audit and financial report presentation.

FISCAL IMPACT

N/A

RECOMMENDATION:

Staff recommends approval of the 2013 Annual Financial Report as presented.

ATTACHMENTS:

Auditors Required Communication Letter
Management Comments
2013 Annual Financial Report



AGENDA BACKGROUND

AGENDA ITEM: **2014 Salary and Compensation Study**

Date: February 24, 2014

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

The attached comparison demonstrates the difference in salary and benefits between the Town of Pantego and cities we compete with for employees. Some cities provided only partial information, primarily due to differences in how they classify positions or structure salaries.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff is seeking guidance from the Council on incorporating changes to salaries and benefits in planning for the Fiscal Year 2015 Annual Budget.

ATTACHMENTS:

2014 Salary and Benefits Comparison

SALARY & BENEFITS SURVEY

	ARLINGTON	BEDFORD	FOREST HILL	KENNEDALE	MANSFIELD	RICHLAND HILLS	Duncanville	Pantego	
STEP PLAN/UNIFORM EMPLOYEES	YES	Yes	N/A				YES	No	
STEP PLAN/NON-UNIFORM EMPLOYEES	NO	Non	N/A				NO	No	
MERIT PAY	NO	2014-Merit for non-step excluding those re-classified	N/A	No Merit		No merit	Yes, up to 3% at the end of propbation. Annual raises if approved in budget	Yes, 4%	
CERTIFICATION PAY	NO	Varies by Department	YES	By Department		NA	Yes, Please see Certificate Pay	No	
TUITION REIMBURSEMENT	YES	Up to \$750/year	YES	None		NA	NO	No	
WORKER INSURANCE & % PAID BY CITY		100%					YES to Worker's Comp Insurance	Yes, \$360	
HEALTH	Varies by Plan	100%	100%	100%	100%	100%	Please see Health Tab		
	DENTAL	0%	100%	100%	100%	100%		NA	0%
	LIFE	100%	2 x Annual Salary <\$150k	100%	2 x Annual Salary	1 x annual salary		\$30,000	100%
DEPENDANT INSURANCE & % PAID BY CITY							YES		
HEALTH	Varies by Plan	78%	20%	75%		NA	Var.	Var.	
	DENTAL	0%	78%	20%	0%	NA	0%	Var.	
	LIFE	0%	0%	0%	0%	NA	0%	0	
LONGTERM DISABILITY	YES, paid by City	100%	100%	Not offered	60% salary after 90 days		NO - but have Voluntary Plans thru CIGNA	No	
SHORT-TERM DISABILITY	Yes, employee paid	Not offered	100%	Voluntary		Voluntary	None other than accrued Sick Leave - Voluntary plans thru AFLAC	No	
RETIREMENT RATE	TMRS 2:1	TMRS 2:1	2-1 MATCH	TMRS 2:1	TMRS 2:1	TMRS 2:1	5.56% CITY 7% Employee	TMRS 2:1	
% COLA	2% Sworn Employees and 1% non-sworn across the board raise	No COLA, many reclassifications	DEPENDENT ON COUNCIL	None this year			None	50%	
YEARS TO VESTED	5	5	5 YEARS	5	5	5	5	5	
RETIRE INSURANCE	Offered	Varies by Tenure	N/A	Not offered		NA	YES	No	
LONGEVITY & RATE		\$10/month after 2 years, additional \$5/month every year	MONTH AFTER 1 YEAR	\$8.00 month 1-4 yrs of srv \$10.00 month 5-9 yrs of svc \$12.00 month 10-plus yrs of svc	\$6.00 month 0-4 yrs \$8.00 month 5-9 yrs \$10.00 month for 10yrs	NA	Yes - \$4.00 per month X years of service	Yes \$5/yr after 1 yr empl	
SICK LEAVE BUY-BACK	YES	Varies between FT Non-24 and FT 24hr	N/A	Not offered			No - Civil Service receives payout at termination	No	

COMPENSATION SURVEY

POSITION	MINIMUM	MAXIMUM
GENERAL AND ADMINISTRATIVE		
City Manager		
Bedford	\$ 160,344	NA
Duncanville	\$ 160,000	NA
Arlington	\$ 159,370	\$ 239,054
Forest Hill	\$ 150,000	NA
Mansfield	\$ 140,712	\$ 211,056
Benbrook	\$ 134,269	\$ 179,934
Kennedale	\$ 128,003	NA
Richland Hills		DOQ
Burleson		DOQ
Average	\$ 147,528	\$ 210,015
Median	\$ 150,000	NA
Lowest	\$ 128,003	NA
Pantego	\$ 75,500	\$ 113,500
City Secretary		
Bedford	\$ 89,475	\$ 125,265
Benbrook	\$ 86,551	\$ 115,987
Mansfield	\$ 71,160	\$ 103,176
Arlington	\$ 61,910	\$ 92,866
Duncanville	\$ 56,394	\$ 84,224
Richland Hills	\$ 55,262	\$ 80,130
Kennedale	\$ 54,000	NA
Forest Hill	\$ 52,000	NA
Burleson		DOQ
Average	\$ 65,844	\$ 100,275
Median	\$ 59,152	\$ 88,545
Lowest	\$ 52,000	NA
Pantego	\$ 46,500	\$ 65,000
Finance Director		
Mansfield	\$ 116,329	\$ 162,861
Arlington	\$ 108,765	\$ 149,552
Bedford	\$ 103,578	\$ 145,009
Duncanville	\$ 98,500	\$ 145,800
Benbrook	\$ 95,424	\$ 127,877
Forest Hill	\$ 95,000	NA
Kennedale	\$ 84,000	NA
Richland Hills	\$ 82,720	\$ 111,978
(Assistant) Burleson	\$ 79,761	\$ 119,642
Average	\$ 96,009	\$ 137,531
Median	\$ 95,424	\$ 127,877
Lowest	\$ 79,761	\$ 119,642
Pantego	\$ 58,000	\$ 81,250
Utilities Coordinator		
Bedford	\$ 60,560	\$ 84,783
Duncanville	\$ 56,394	\$ 84,224
Burleson	\$ 54,084	\$ 81,126
Kennedale	\$ 45,000	NA
Forest Hill	\$ 35,336	NA
Mansfield	NA	NA
Richland Hills	NA	NA
Arlington (outsourced)	NA	NA
Benbrook	NA	NA
Average	\$ 50,275	\$ 83,378
Median	\$ 54,084	\$ 81,126
Lowest	\$ 35,336	NA
Pantego	\$ 30,500	\$ 42,500

Accounts Payable Clerk (PAYROLL/HR COORDINATOR)

Bedford	\$	43,039	\$	60,252
Mansfield	\$	42,707	\$	59,790
Burleson	\$	41,805	\$	62,707
Kennedale	\$	40,000		N/A
Duncanville	\$	37,136	\$	53,627
Benbrook	\$	35,965	\$	48,196
Richland Hills	\$	31,820	\$	49,957
Forest Hill	\$	31,636		N/A
Arlington (outsourced)		N/A		N/A
Average	\$	38,013	\$	55,755
Median	\$	38,568	\$	53,627
Lowest	\$	31,636		N/A
Pantego	\$	30,500	\$	45,000

Administrative Clerk (Support Specialist)

Benbrook	\$	35,965	\$	48,196
Mansfield	\$	34,854	\$	48,795
Bedford	\$	32,115	\$	44,963
Forest Hill	\$	31,636		N/A
Burleson	\$	31,191	\$	46,787
Duncanville	\$	29,480	\$	39,361
Richland Hills	\$	25,531	\$	37,786
Arlington (outsourced)		N/A		N/A
Kennedale		N/A		N/A
Average	\$	31,539	\$	44,315
Median	\$	31,636		N/A
Lowest	\$	25,531	\$	37,786
Pantego	\$	24,250	\$	35,500

FIRE DEPARTMENT**Fire Chief**

Bedford	\$	119,765	\$	167,670
Arlington	\$	116,378	\$	174,568
Mansfield	\$	105,754	\$	148,055
Benbrook	\$	100,195	\$	134,270
Duncanville	\$	98,500	\$	145,800
Forest Hill	\$	89,440		N/A
Richland Hills	\$	82,720	\$	111,978
Kennedale	\$	77,190		N/A
Burleson				DOQ
Average	\$	98,743	\$	147,057
Median	\$	99,348	\$	140,035
Lowest	\$	77,190		N/A
Pantego	\$	62,500	\$	86,000

Assistant Fire Chief

Bedford	\$	98,531	\$	137,945
Mansfield	\$	96,140	\$	134,596
Duncanville	\$	89,982	\$	103,257
DWG	\$	85,000		N/A
Arlington	\$	82,753	\$	124,129
Burleson	\$	79,761	\$	119,642
Benbrook	\$	78,503	\$	105,205
Forest Hill	\$	69,297		N/A
Kennedale		N/A		N/A
Richland Hills		N/A		N/A
Average	\$	84,996	\$	120,796
Median	\$	83,877	\$	124,129
Lowest	\$	69,297		N/A
Pantego	\$	62,400		N/A

Lieutenant

Arlington	\$	75,802	\$	79,592
Bedford	\$	70,024	\$	84,027
DWG	\$	67,000		NA
Burleson	\$	66,424	\$	81,693
Mansfield	\$	61,000	\$	85,400
Kennedale	\$	60,710		NA
Forest Hill	\$	58,000		NA
Benbrook	\$	55,792	\$	74,766
Richland Hills	\$	55,262	\$	80,130
Duncanville		NA		NA
Average	\$	63,335	\$	80,935
Median	\$	61,000	\$	85,400
Lowest	\$	55,262	\$	80,130
Pantego	\$	48,000	\$	58,000

Firefighter/Paramedic

Benbrook	\$	50,605	\$	67,815
Mansfield	\$	49,000	\$	73,500
Burleson	\$	48,232	\$	68,767
DWG	\$	48,000		NA
Arlington	\$	47,039	\$	66,242
Kennedale	\$	45,785		NA
Bedford	\$	45,138	\$	63,182
Forest Hill	\$	44,187		NA
Duncanville	\$	43,665	\$	57,598
Richland Hills	\$	43,101	\$	63,788
Average	\$	46,475	\$	65,842
Median	\$	46,412	\$	66,242
Lowest	\$	43,101	\$	63,788
Pantego	\$	40,000	\$	51,000

POLICE DEPARTMENT**Police Chief**

Bedford	\$	119,765	\$	167,670
Arlington	\$	116,378	\$	174,567
Mansfield	\$	105,754	\$	148,055
Benbrook	\$	100,195	\$	134,270
Duncanville	\$	98,500	\$	145,800
Forest Hill	\$	84,999		NA
Richland Hills	\$	82,720	\$	111,978
Kennedale	\$	81,557		NA
Burleson				DOQ
Average	\$	98,733	\$	147,057
Median	\$	99,347	\$	140,035
Lowest	\$	81,557		NA
Pantego	\$	62,500	\$	86,000

Assistant Police Chief

Bedford	\$	98,531	\$	137,945
Arlington	\$	96,932	\$	145,398
Mansfield	\$	96,140	\$	134,596
Duncanville	\$	95,128	\$	109,161
DWG	\$	85,000		NA
Burleson	\$	79,761	\$	119,642
Benbrook	\$	78,506	\$	105,205
Forest Hill	\$	69,306		NA
Kennedale	\$	65,000		NA
Richland Hills	\$	64,978	\$	87,720
Average	\$	82,928	\$	119,952
Median	\$	82,381	\$	119,642
Lowest	\$	64,978	\$	87,720
Pantego	\$	61,651		NA

Sergeant

Arlington	\$	72,340	\$	79,755
Bedford	\$	70,024	\$	98,031
Burleson	\$	66,424	\$	81,693
Duncanville	\$	65,808	\$	74,770
Benbrook	\$	64,587	\$	86,552
Manfield	\$	61,000	\$	85,400
DWG	\$	60,000		NA
Forest Hill	\$	51,251		NA
Kennedale	\$	49,000		NA
Richland Hills	\$	48,732	\$	70,661
Average	\$	60,917	\$	82,409
Median	\$	62,793	\$	85,976
Lowest	\$	48,732	\$	70,661
Pantego	\$	48,000	\$	58,000

Corporal

DWG	\$	57,000		NA
Bedford	\$	54,863	\$	76,811
Mansfield	\$	53,884	\$	75,437
Arlington	\$	52,016	\$	73,217
Forest Hill	\$	48,027		NA
Benbrook		NA		NA
Duncanville		NA		NA
Kennedale		NA		NA
Burleson		NA		NA
Richland Hills		NA		NA
Average	\$	53,158	\$	75,155
Median	\$	53,884	\$	75,437
Lowest	\$	48,027		NA
Pantego	\$	42,000	\$	52,000

Patrolmen

Benbrook	\$	50,605	\$	67,815
Arlington	\$	49,539	\$	69,730
Mansfield	\$	49,000	\$	73,500
Burleson	\$	48,232	\$	68,767
DWG	\$	48,000		NA
Duncanville	\$	47,354	\$	63,141
Bedford	\$	45,138	\$	63,182
Forest Hill	\$	43,576		NA
Richland Hills	\$	43,101	\$	63,788
Kennedale	\$	41,010		NA
Average	\$	46,555	\$	67,132
Median	\$	47,677	\$	63,141
Lowest	\$	41,010		NA
Pantego	\$	38,500	\$	49,500

Dispatcher

Benbrook	\$	39,650	\$	53,135
Bedford	\$	37,182	\$	52,052
Burleson	\$	34,392	\$	51,588
Mansfield	\$	33,212	\$	46,497
Arlington	\$	31,865	\$	47,798
Forest Hill	\$	31,824	\$	39,894
Duncanville		NA		NA
Kennedale		NA		NA
Richland Hills		NA		NA
Average	\$	34,688	\$	48,494
Median	\$	33,802	\$	49,043
Lowest	\$	31,824	\$	39,894
Pantego	\$	28,000	\$	36,250

MUNICIPAL COURT**Court Administrator**

Arlington	\$	92,814	\$	139,220
Bedford	\$	63,588	\$	89,024
Forest Hill	\$	62,000		NA
Duncanville	\$	49,905	\$	74,535
Mansfield	\$	47,124	\$	65,974
Kennedale	\$	45,500		NA
Burleson			DOQ	
Richland Hills		NA		NA
Benbrook		NA		NA
Average	\$	60,155	\$	92,188
Median	\$	55,953	\$	74,535
Lowest	\$	45,500		NA
Pantego	\$	43,000	\$	55,000

Court Clerk

Duncanville	\$	49,905	\$	74,535
Richland Hills	\$	48,732	\$	70,661
Kennedale	\$	45,500		NA
Benbrook	\$	43,714	\$	58,581
Bedford	\$	37,182	\$	52,052
Arlington	\$	31,866	\$	46,649
Forest Hill	\$	31,465		NA
Burleson	\$	31,191	\$	46,787
Mansfield	\$	28,500	\$	39,900
Average	\$	38,673	\$	55,595
Median	\$	37,182	\$	52,052
Lowest	\$	28,500	\$	39,900
Pantego	\$	30,000	\$	44,000

Assistant Court Clerk

Benbrook	\$	35,965	\$	48,196
Bedford	\$	32,115	\$	44,963
Duncanville	\$	31,838	\$	45,910
Burleson	\$	28,291	\$	42,437
Arlington	\$	25,197	\$	37,794
Richland Hills	\$	24,448	\$	36,183
Mansfield		NA		NA
Forest Hill		NA		NA
Kennedale		NA		NA
Average	\$	29,642	\$	42,580
Median	\$	30,065	\$	44,173
Lowest	\$	24,448	\$	36,183
Pantego	\$	26,000	\$	36,000

Warrant Officer

Arlington	\$	49,539	\$	69,730
Burleson	\$	48,232	\$	68,767
Bedford	\$	47,300	\$	66,343
Forest Hill	\$	43,576		NA
Richland Hills	\$	43,101	\$	63,788
Mansfield	\$	41,738	\$	58,433
Duncanville	\$	41,679	\$	60,102
Kennedale		NA		NA
Benbrook		NA		NA
Average	\$	45,023	\$	64,527
Median	\$	43,576		NA
Lowest	\$	41,679	\$	60,102
Pantego	\$	39,500	\$	49,500

PUBLIC WORKS**Public Works Director**

Arlington	\$	108,765	\$	163,147
Bedford	\$	103,578	\$	145,009
Duncanville	\$	98,500	\$	145,800
Mansfield	\$	96,140	\$	134,596
Benbrook	\$	95,424	\$	127,877
Richland Hills	\$	82,720	\$	111,978
(Assistant) Burleson	\$	79,761	\$	119,642
Kennedale	\$	77,002		NA
Forest Hill	\$	65,280		NA
Average	\$	89,686	\$	135,436
Median	\$	95,424	\$	127,877
Lowest	\$	65,280		NA
Pantego	\$	60,500	\$	81,250

Foreman

DWG	\$	59,500		NA
Benbrook	\$	58,582	\$	78,505
Kennedale	\$	52,000		NA
Arlington	\$	50,966	\$	58,388
Burleson	\$	49,078	\$	74,200
Forest Hill	\$	48,131		NA
Duncanville	\$	44,180	\$	63,708
Bedford	\$	39,035	\$	54,653
Richland Hills	\$	36,500	\$	54,020
Mansfield	\$	32,500	\$	45,500
Average	\$	47,047	\$	61,282
Median	\$	48,605	\$	74,200
Lowest	\$	32,500	\$	45,500
Pantego	\$	37,250	\$	49,750

Maintenance Worker

Benbrook	\$	35,965	\$	48,196
DWG	\$	33,000		NA
Bedford	\$	32,115	\$	44,963
Duncanville	\$	28,556	\$	41,178
Manfield	\$	27,000	\$	37,800
Burleson	\$	26,370	\$	40,464
Kennedale	\$	26,333	\$	37,066
Forest Hill	\$	25,960		NA
Arlington	\$	25,837	\$	40,220
Richland Hills	\$	24,448	\$	36,183
Average	\$	28,558	\$	40,759
Median	\$	26,685	\$	39,132
Lowest	\$	24,448	\$	36,183
Pantego	\$	26,000	\$	35,000

Community Development Director

Mansfield	\$	96,140	\$	134,596
Benbrook	\$	87,525	\$	117,292
Kennedale	\$	72,488		NA
Arlington	\$	71,239	\$	106,859
Bedford	\$	70,105	\$	98,151
Duncanville	\$	64,289	\$	96,015
Forest Hill		NA		NA
Richland Hills		NA		NA
Burleson			DOQ	
Average	\$	76,964	\$	110,583
Median	\$	71,864	\$	106,859
Lowest	\$	64,289	\$	96,015
Pantego	\$	58,000	\$	81,250



AGENDA BACKGROUND

AGENDA ITEM: 2013 Annual Racial Profile Report

Date: February 24, 2014

PRESENTER:

Tom Griffith, Chief Public Safety

BACKGROUND:

As required by Texas Code of Criminal Procedure, Article 2.132, I am respectfully submitting the attached Racial Profiling Report for your review.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends the Council accept and approve this report

ATTACHMENTS:

Racial Profile Report 2012 via dropbox
Racial Profile Audit 2013 via dropbox



**PANTEGO POLICE
DEPARTMENT**

MEMO #:

To: Mayor Paradise and Members of the Town Council
From: Chief Thomas Griffith
Through: Matt Fielder, City Manager
Subject: 2013 Racial Profiling Report
Release Date: February 19, 2014
Effective: March 1, 2014

As required by Texas Code of Criminal Procedure, Article 2.132, I am respectfully submitting the attached Racial Profiling Report for your review. This report follows closely after a review by Dr. Alex del Carmen of our 2012 report, in which Dr. del Carmen recommended several changes to our policy regarding the reporting and recording of motor vehicle contacts.

I am pleased to report that the changes recommended by Dr. del Carmen have been implemented and the 2013 Racial Profiling Report has been produced based upon those recommendations. Dr. del Carmen's report on the 2012 Racial Profiling Report has been made available to Council for your review. I will be available at the February 24th meeting to answer any questions that you may have.

Cc: B. Reeves