



Melody Paradise, Mayor
Russell Brewster, Mayor Pro Tem

AGENDA

TOWN COUNCIL

July 28, 2014

COUNCIL MEMBERS:

Fred Adair
Don Funderlic
Jane Barrett
Don Surratt

Matthew Fielder, City Manager

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

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 the Personnel Vacancies
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:
 - Town Council minutes from July 14, 2014
Acceptance of Minutes of Boards and Commissions:
 - Planning & Zoning minutes from April 7, 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

HONORS/RECOGNITION

- Badge Pinning Ceremony for Christine Hubbell and honoring her Graduation from the Police Academy recognizing her hard work and dedication.

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.

ORDINANCE

4. Public Hearing, discuss, direct, and consider action on an Ordinance Amending the Town of Pantego Municipal Code: Appendix A Fee Schedule Article A 4.000 Police and Fire Department Fees by Revising Section A 4.001(d) Concerning Vendor or Solicitor Fees; 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, direct, and consider action on the Sewer Transmission Line located on Smith Barry Road.

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

6. Discuss, direct staff, and consider action on an update from the City Manager regarding Pantego Fest 2014.

Following the Scheduled Executive Session, the Council will reconvene in public session and may take any and all action necessary concerning the Executive Session.

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 Van Hoosier.
 2. Pursuant to Government Code Section 551.074, to deliberate the appointment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee - Discussion of Planning & Zoning Commission appointment
 3. Pursuant to Government Code Section 551.074, to discuss and to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee – six month evaluation of the City Secretary.

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.

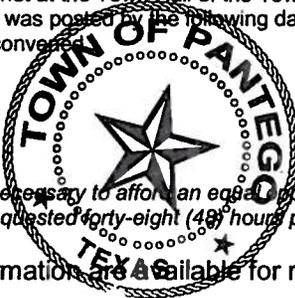
BUDGET WORK SESSION

7. Discuss and Review the Budget for the Fiscal Year 2014-2015.

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, July 25 20, 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.



City Manager's Report

To: Mayor Paradise and Members of the Town Council

From: Matt Fielder, City Manager

Date: July 28, 2014

Personnel Vacancies

We currently have vacancies for a dispatcher and public works maintenance worker. Staff is working diligently to fill these.

Director's Review: _____
City Manager's Review: MDF



AGENDA BACKGROUND

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

DATE: July 28, 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 July 28, 2014:

Professional Services:

- Bill Lane, Attorney

Purchase Orders:

- 1610 – Microplex Electric

**Summary of Bills Payable over \$1,000.00 and Purchase Orders Requiring Council Approval
7/28/2014**

<u>PROFESSIONAL SERVICES</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Bill Lane, Attorney	\$1,837.50	June 2014 Invoice
<u>PURCHASE ORDERS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
1610 - Microplex Electric	\$4,630.00	New Submonitor & Panel / Surge Equipment
<u>GENERAL BILLS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Verizon Wireless	\$1,084.65	July 2014 Cell Phone Bill
City of Arlington	\$7,522.16	June 2014 Wastewater Services
City of Arlington	\$1,131.00	July 2014 Radio Lease Payment
City of Ft. Worth	\$16,717.71	June Wastewater Services
Time Warner Cable	\$2,211.62	Telephone Bill Thru 8/16/14
TML Intergovernmental Risk Pool	\$20,270.50	3rd Qtr 2014 Property / Liability Stmt
Wells Fargo	\$1,445.54	July 2014 Copier Lease Payment
Iwerk - TX	\$2,205.91	June 2014 Tech Support Services
Gexa Energy (Formerly Direct Energy)	\$17,882.76	Electricity Billing Thru 7/08/14
Commerce Bank	\$2,097.38	July Credit Card Expenses

BILL LANE

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

DATE: June 9, 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 July 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**

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 1610

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 *Microplex Electric*
1039 Avenue M
Grand Prairie, Tx
75050

SHIP
TO *Pantego PW*

DATE		ACCT #	DEPT.			
<i>July 8, 2014</i>		<i>700-5-000-357.00</i>	<i>PW</i>			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE	PER	AMOUNT	
ORDERED	RECEIVED					
		<i>New Submonitor and Panel</i>			<i>2830</i>	<i>00</i>
		<i>Surge Protection Equipment</i>			<i>1800</i>	<i>00</i>
					TOTAL	<i>4630</i> ⁰⁰

Williams 7-9-14

[Signature]

APPROVED BY



PUBLIC WORKS MEMO

To: Matthew Fielder, City Manager
Scott Williams, Public Works Director

From: Joshua Brown, Foreman of Public Works

Date: July 8, 2014

Re: Electrical Upgrades for Stolper West Well

I am requesting approval of this purchase order for Microplex Electric for electrical upgrades at Stolper which will include an updated panel, submonitor, and surge protection. This is only for the Stolper West Well.

MICROPLEX ELECTRIC LLC - TECL# 17785

1039 AVENUE M
 GRAND PRAIRIE, TX 75050
 972-660-2091 FAX 972-660-2092

REVISED JOB QUOTE

REVISION DATE	6/27/2014
ORIG. BID DATE	BID #
6/16/2014	14393

CUSTOMER NAME
TOWN OF PANTEGO PO BOX 13210 PANTEGO, TX 76094 817-548-5860 FAX 817-265-1375

JOB LOCATION
1704 1/2 DICKERSON
JOB NAME
14393 - DICKERSON PUMP CONTROL - 6/16/14

DESCRIPTION	TOTAL BID
6/27/14 REVISED TO ADD LIGHTNING SURGE PROTECTIVE DEVICE ELECTRICAL QUOTE FOR 1704 1/2 DICKERSON, PANTEGO TX 76013 PER REQUEST FROM JOSH BROWN 6/16/14	
ADD (1) PUMP CONTROL WITH FRANKLIN MONITOR FOR STOPLER 40H PUMP. SUBMONITOR TO BE MOUNTED INSIDE CABINET DISPLAY TO BE MOUNTED OUTSIDE CABINET FOR EASY ACCESS ADD 100' GROUND WIRE FROM PUMP TO PANEL ADD (1) PANEL	2,830.00
ADD A HIGH QUALITY GENERAL ELECTRIC LIGHTNING SURGE PROTECTIVE DEVICE (TME 480D065WM) THIS ITEM HAS A 7-10 DAY LEAD TIME	1,800.00
THIS IS A QUICK QUOTE ONLY AND IS SUBJECT TO CHANGE IF SCOPE OF WORK CHANGES.	

*PLEASE READ THIS ENTIRE BID.
 *TOTAL PRICE MAY INCLUDE OPTIONS.
 *WE MAY WITHDRAW THIS BID IF NOT ACCEPTED WITHIN 30 DAYS.
 *ALL GENERAL EXCLUSIONS AND CONDITIONS ARE A PART OF THIS BID AND ARE INCLUDED ON THE LAST PAGE.

Subtotal	\$4,630.00
Sales Tax (8.25%)	\$0.00
BID TOTAL*	\$4,630.00

Regulated by the Texas Department of Licensing & Regulation
 P.O. box 12157, Austin, Tx 78711
 1-800-803-9202 512-463-6599
 Website: www.license.state.tx.us/complaints

ACCEPTANCE SIGNATURE & DATE

GE Digital Energy Power Quality

Introduction

GE Surge Protective Devices (SPD) feature a compact and economical design for use at medium exposure, distribution or branch panels.

The Tranquell™ LE and ME Series are mounted in a NEMA 12 enclosure. An optional flushmount design and NEMA 4X enclosure are also available. Third-party tested per IEEE C62.62 and NEMA LS-1 for the rated $8 \times 20 \mu\text{s}$ surge current, per mode with fusing included. These units come standard with indicating lights and dry contacts. Ratings are available from 25kA - 100kA per mode, 50kA - 200kA per phase.

GE surge protective devices provide all mode protection, with surge components (MOVs) connected on the phase to neutral, phase to ground, and neutral to ground paths as appropriate for the voltage configuration.

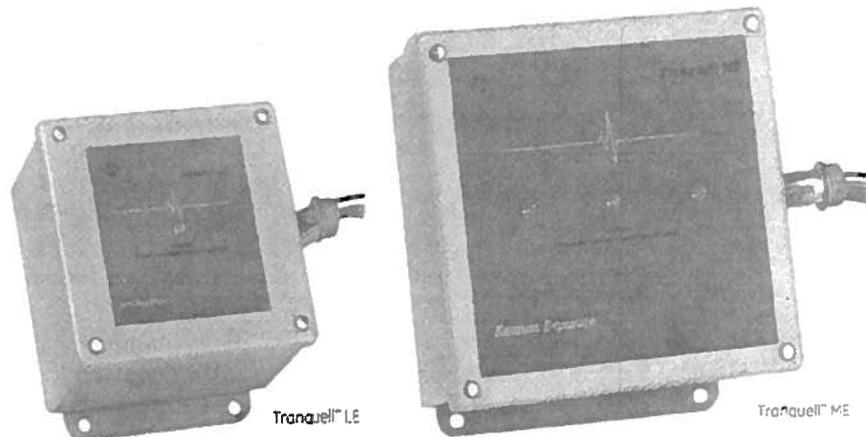
Features and Benefits

- > UL 1449 3rd Edition, Type 2
- > cUL, CSA C22.2
- > UL 96A, for use in lightning protection systems (ME Models Only)
- > UL 1283, Tranquell™ ME devices with EMI/RFI noise filter
- > Tranquell™ ME device tested to a minimum of 5,000 Category C3 impulses (10kA, 20kV) per mode
- > Tranquell™ ME device tested to a minimum of 5,000 Longwave (10x1000 μs) impulses per mode
- > Tranquell™ LE device tested to a minimum of 3,500 category C3 impulses (10kA, 20kV) per mode
- > Thermal fuse technology
- > Form C dry contacts for remote monitoring
- > Green status indicating LEDs per phase
- > Standard heavy gauge painted steel NEMA 12 construction, available in surface or flushmount
- > Durable fiberglass construction for NEMA 4X
- > 5 year limited warranty (standard), 10 year limited warranty (optional)

Wallmount

Tranquell™ LE & ME

Surge Protective Device (SPD)





AGENDA BACKGROUND

AGENDA ITEM: Approval of the Town Council minutes and acceptance of Minutes of the various Boards and Commissions.

Date: July 28, 2014

PRESENTER:

Julie Arrington, City Secretary

BACKGROUND:

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

FISCAL IMPACT:

None.

RECOMMENDATION:

Staff recommends the approval of the minutes as presented.

ATTACHMENTS:

Town Council minutes from July 14, 2014

Planning & Zoning minutes from April 7, 2014

Director's Review: jea
City Manager's Review: MDF

Town Council Minutes
July 14, 2014

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in regular session at 6:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 14th day of July 2014 with the following members present:

Melody Paradise
Russell Brewster
Jane Barrett
Don Funderlic
Fred Adair
Don Surratt

Mayor
Mayor Pro Tem
Council Members

Members absent:

None.

constituting a quorum. The following staff members were present:

Matt Fielder
Julie Arrington
Jim Jeffrey
Ariel Carmona
Scott Williams
Tom Griffith
Barry Reeves
Robert Coker
Thressa Householder

City Manager
City Secretary
Town Attorney
Finance Director
Public Works Director
Chief of Public Safety
Assistant Police Chief
Assistant Fire Chief

Also in attendance:

Bill Brown

President PEDC

WORK SESSION 6:30 P.M.

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

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

1. City Manager Report

Mr. Fielder introduced Scott Williams, the new Public Works Director and gave a brief background of his previous job history. There is still an open position for a Maintenance Worker. Fire Fighter Blake Slater was promoted to Lieutenant to replace Lt. Guess and our part-time Firefighter, Lance Westman, has agreed to fulfill a full-time position permanently. There are two new firefighter's David Nock and Ben Ogletree. The Police Department lost a dispatcher that was in training; Sarah Daniels.

2. Monthly Staff Reports

There was discussion on the 10% service fee in the Trust and Agency account; replacement of some plants in the 303 Beautification project; the location of the mosquito traps and the spraying schedule.

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

There was discussion on the Alan Plummer purchase order and the outlined scope of work. Council requested the purchase order to be pulled until the City Manager can get a better scope of work. There was discussion on the Collier Consulting invoice needing line item invoicing and the work defined in the DiSciullo-Terry invoice regarding swales.

4. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from June 9, 2014 Special Meeting
- Town Council minutes from June 23, 2014 Special Meeting
- Town Council minutes from June 23, 2014

The time on the both sets of the Special Meeting minutes need to be changed to 6:00 p.m.

Acceptance of Minutes of Boards and Commissions:

- PEDC minutes from June 11, 2014
- PEDC minutes from June 25, 2014

There was clarification on the June 25th minutes discussions regarding a concession stand.

Resolutions

8. Discuss, direct, and consider action on a Resolution Allowing the use of Town Hall as a Precinct Polling Place on Election Day, November 4, 2014 by the Tarrant county Elections Administrator.

Ms. Arrington reminded Council this item was discussed at the last meeting. According to the Election Code, if the Election Day is a day the building is normally open for business the governmental agency cannot charge for the use of the building. Tarrant County refused to negotiate a trade in services due to this law and Town Hall will be open on Election Day.

9. Discuss, direct, and consider action on Authorizing the City Manager to purchase two replacement Ticket Writers using the Court Technology Fund.

There was discussion on the condition of the existing writers, how they are functioning, the replacement make and model, receiving a better quality product, and receiving a maintenance agreement.

11. Discuss, direct staff on the Introduction and scheduling work session to discuss the revised Zoning Ordinance.

Mr. Fielder stated this is a very large and extensive ordinance with significant changes. He inquired on a Saturday meeting or two evening meetings to discuss the ordinance. Council would like to defer this until after the budget cycle and have two evening meetings. No action was taken.

12. Discuss, direct, and consider action on appointing Members to the Finance Committee.

Mr. Fielder reminded Council a Financial Policy was recently adopted which established a Finance Committee consisting of two Council Members, the Finance Director and the City Manager. The purpose is to review the policy's and the audits to create a better transparency and Council involvement allowing Council more time to review the financials. Councilmember Barrett and Councilmember Funderlic volunteered to be on the Committee.

Mayor Paradise adjourned the work session at 7:16 p.m.

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

Mayor Paradise called the regular session to order at 7:32 p.m. and welcomed the audience.

Mayor Pro-Tem Brewster led the invocation which was immediately followed by the Pledge of Allegiance.

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Councilmember Surratt welcomed the audience, he was pleased to see a full house, and conveyed positive comments on the Town's involvement with the City of Arlington's 4th of July Parade and the attendance of the Town's Movie Night.

Councilmember Funderlic agreed with Councilmember Surratt and thanked the audience for coming tonight. He expressed his satisfaction in the selection of the new employees and believes Council has a set team that will work well together.

Councilmember Barrett welcomed the audience and the new Public Works Director.

Councilmember Adair appreciated having a full house. He thanked staff for their support and help with the Arlington 4th of July Parade.

Mayor Pro-Tem Brewster welcomed the audience and appreciates having such a full house. He thanked staff and council for working together so well.

Mayor Paradise recognized Sgt. Ben Moore and the Fire Department for their participation in the parade. She was pleased to have such positive feedback regarding the Town; having the Quint represented, some Councilmembers, and PYLC represented by Councilmember Surratt's daughter Kaitlyn.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Councilmember Barrett informed Council there were two new CRB members; Bridgett Potter and Victoria Roemmich, at the last meeting. She thanked the Public Work Department for their help with the Movie Night. The next Movie Night will be August 9th showing Despicable Me 2. Mayor Paradise informed the audience CRB is taking suggestions on a movie for September if they have a suggestion to let the City Secretary know.

Pantego Youth Leadership Council

Mayor Paradise explained the purpose of PYLC to the audience and informed them the group is currently on summer vacation until August.

PEDC REPORT

Councilmember Adair informed Council the Board received the same presentation given by Mark Joeckel on Social Media at a Council meeting last month; painting of the park equipment and facilities; the lights on the archway on Park Row for Pantego Fest; loan past due procedures; and passed their budget for Council recommendation.

CITIZENS OPEN FORUM

Nancy Tice, 2615 Smith Barry Road, discussed the cemetery maintenance informing Council she called Town Hall and spoke to the City Manager. The next day the maintenance was performed. She also expressed gratitude for the Town's involvement in the 4th of July parade.

APPROVAL OF CONSENT AGENDA ITEMS

Mayor Pro-Tem Brewster made a motion to approve the Consent Agenda items 1, 2, 3, 4, 8, 9, and 12 with the corrections and comments during the work session and item number 3 pulling the Alan Plummer purchase order. Councilmember Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None

Abstention: None

Mayor Paradise declared the vote passed unanimously.

PUBLIC HEARING

- 5. Public Hearing, discuss, direct, and consider action on zoning case Z-202, a proposed Special Use Permit, as requested by Pat Myers, to allow the sale of beer for on-premise and off-premise consumption at an existing business located at 2420 W. Park Row Drive, Tract 1A56B if the William J. Barry addition, Pantego, Tarrant County, Texas. The Property is generally located on the south side of W. Park Row Drive between S. Bowen Road and Milby Road.**

Mr. Fielder gave Council the history of this item from 2012 and the events surrounding the original SUP. The Planning & Zoning Commission heard this case on Monday and recommended approval to Council with the permit contingent of the sale to Nicole Myers.

Public Hearing Opened at 7:53p.m.

Pat Myers explained the information he had received from TABC and gave a brief summary of the purpose for his business and the SUP.

Public Hearing Closed at 7:54p.m.

There was no discussion. Councilmember Surratt made a motion to approve Zoning Case Z-202 as presented. Councilmember Funderlic seconded the motion.

The Vote was as Follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None

Mayor Paradise declared the motion passed unanimously.

ORDINANCE

- 6. Public Hearing, discuss, direct, and consider action on an Ordinance Amending the Town of Pantego Municipal Code of Ordinances Chapter 12 – Traffic & Vehicles, Article 12.05 – Parking, Stopping, Standing by Adding Restrictions, Regulations, and Removal of Some Terms; Containing a Savings Clause; Repealing all Ordinance in conflict Herewith, and Declaring an Effective Date.**

Mr. Fielder introduced the Boat and RV ordinance stating it does include the changes requested by Council and a comparison of the Piedmont, Oklahoma Ordinance. The differences are the Pantego Ordinance addresses aesthetic issues and the Piedmont Ordinance addresses the blocking of driveways and sidewalks.

Town Council Minutes
July 14, 2014

Public Hearing opened at 7:56 p.m.

All speakers listed are against the passing of this ordinance as it is written.

Rob Jasper, 1707 Dickerson Dr.
Doug Bradham, 1604 Trail Glen Ct.
Johnny Ed Scheuermann, 2701 Whispering Trail Cir.
Gordon Cannoles, 2818 Peachtree Ln.
Jim Wetmore, 1807 Conley Dr.
Wayne Couch, 1811 Roosevelt Ct.
Ed Robertson, 1603 Arrowhead
Michael DeGray, 3410 Peachtree Ln.
Joe Box, 1701 Hilltop Ln.
Roger Owen, 2009 Silver Leaf Dr.
Nancy Tice, 2615 Smith Barry Dr.
Bob Burns, 2819 Peachtree Ln.
Randall Gates, 1502 Newsom Ct.

The majority of the complaints were on the 25 foot length restriction. There was mention of a grandfather clause and several of the speakers do not want any restrictions. A few of the speakers believe the loading/unloading time restriction is not practicable. Some want the ordinance completely dismissed. There were comments on the definition of how to measure the length for the requirement.

Public Hearing closed at 8:38 p.m.

Mayor Paradise thanked the speakers for their comments and answered questions raised on Public Information Requests and why this ordinance is currently under review. The City Secretary will keep the list of speakers and notify them when this item is on a future agenda. Councilmember Funderlic discussed the ordinance adoption procedures that require one public hearing and two readings before the passage of an ordinance. The Town Attorney, Jim Jeffrey's addressed the grandfather clause and stated he will review the rulings of a grandfather clause and possible permits for residents affected by the 25 foot restriction.

RESOLUTION

- 7. Discuss, direct, and consider action on a Resolution of the Town of Pantego in Support of the Application of David R. Warwick to the Texas Commission on Environmental Quality for a Municipal Settings Designation for the Properties located at 912 and 920 North Collins Street and Adjacent Right-of-Way on East Randol Mill Road in Arlington, Texas.**

Mr. Fielder presented this item and introduced Dick Record with Cirrus who gave a Power Point presentation of the application to Council. Council inquired about the depth and direction of flow for the plume and the distance to the nearest Pantego water well.

Councilmember Funderlic made a motion to adopt the Resolution of the Town of Pantego in support of the application by David R. Warwick to the Texas Commission on Environmental Quality for a Municipal Settings Designation. Councilmember Barrett seconded the motion.

The Vote was as Follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None

Mayor Paradise declared the motion passed unanimously.

- 8. Discuss, direct, and consider action on a Resolution allowing the use of the Town Hall as a Precinct Polling Place on Election Day, November 4, 2014 by the Tarrant county Election Administrator.**

Discussed and passed with the consent agenda.

Council recessed into Executive Session at 9:30 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:
 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 – Van Hoosier
 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 – Denitech

Council reconvened from Executive Session at 10:06 p.m.

Mayor Paradise declared there was no action taken on the Executive Session items.

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

- 9. Discuss, direct, and consider action on Authorizing the City Manager to purchase two replacement Ticket Writers using the Court Technology Fund.**

Discussed and passed with the consent agenda.

- 10. Discuss, direct, and consider action on a Proposal from Henry Lewczyk, Vice President Marketing & Member Business Development with the Arlington Chamber of Commerce regarding the Town of Pantego becoming a member of the Arlington Chamber of Commerce.**

The Mayor introduced Henry Lewczyk to Council. Mr. Lewczyk gave a Power Point Presentation to Council on the purpose, mission, and strategic plans of the Chamber of Commerce and the benefits offered to the Town of Pantego as a President Advisory Group member. There was discussion on obtaining engagement from the Pantego businesses.

Councilmember Adair made a motion to approve the recommendation by the PEDC to join the Arlington Chamber of Commerce and to approve the \$10,000 annual membership fee to be paid by the PEDC Board. Councilmember Surratt seconded the motion.

The Vote was as Follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None

Mayor Paradise declared the motion passed unanimously.

- 11. Discuss, direct staff on the Introduction and scheduling work session to discuss the revised Zoning Ordinance.**

Discussed with the Consent Agenda and no action was taken.

12. Discuss, direct, and consider action on appointing Members to the Finance Committee.

Discussed and passed with the consent agenda.

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

14. Discuss, direct, and consider action on an update from the City Manager regarding PantegoFest 2014.

Mr. Fielder informed Council there are logistic items to consider; the rental of the restrooms, fence, tables, chairs, generators, etc. April Coltharp with Flair Events informed Council some of the estimates had changed since the packet was released and the pricing includes limited set up. She notified them Morgan Elam-Shine will open Pantego Fest Friday night. There has been \$8,300 worth of sponsorship money received and vendors are starting to sign up.

Councilmember Surratt made a motion authorizing the City Manager to execute contracts with Taylor Rentals not to exceed \$9,300 and United not to exceed \$3,300. Councilmember Funderlic seconded the motion.

The Vote was as Follows:

Ayes: Surratt, Funderlic, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None

Mayor Paradise declared the motion passed unanimously.

13. Discuss, direct, and consider action on the Introduction of the 2014-2015 Fiscal Year Budget by the City Manager.

Mr. Fielder delivered the Budget Workbook to Council and staff. Council set all budget workshop meetings to start at 6:30 p.m. Mr. Fielder explained the topics of each budget workshop meeting. The Mayor requested CRB to approve their budget by motion at their next meeting prior to Council discussion on the CRB Budget. Council requested all changes to be outlined as redlined version of the page containing the change.

COUNCIL INQUIRY

None.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 11:45 p.m.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

**Planning and Zoning Commission
Minutes April 7, 2014**

STATE OF TEXAS §
COUNTY OF TARRANT §
TOWN OF PANTEGO §

The Planning and Zoning Commission of the Town of Pantego, Texas, met in regular session at 7:00 p.m. in the Town Council Chambers, 1614 South Bowen Road, Pantego, on the 7th day of April 2014 with the following members present:

Stephen Smith	Chairman
Fred Adair	
John Richards	
John Kushma	
Jason Bergin	
William Holland	

constituting a quorum. Staff present was:

Matthew Fielder	City Manager
Chad Joyce	Community Development Director
Chelsea Nelson	P&Z Secretary

(The following items were considered in accordance with the official agenda posted on the 4th day of April 2014.)

REGULAR SESSION 7:00 P.M.

CALL TO ORDER AND GENERAL COMMENTS

Chairman Smith called the regular session to order at 7:02 PM.

PLEDGE OF ALLEGIANCE

Invocation by Chelsea Nelson which was followed by the Pledge of Allegiance.

APPROVAL OF MINUTES

1. Approval of Planning and Zoning Minutes

Commissioner Richards made a motion to approve the minutes from March 3, 2014. The motion is seconded by Commissioner Adair. The motion passed unanimously.

NEW BUSINESS

2. Public Hearing and discussion on any needed modifications to the Zoning Code Update prior to final recommendation to Town Council.

Public Hearing opens at 7:05 pm, no one present. The public hearing closes at 7:05 pm.

Planning and Zoning Commission
Minutes April 7, 2014

PRESENTATION

1. Presentation of final draft of the Zoning Ordinance Update.

Commissioners bring the Accessory structure section to the attention of Mr. Joyce questioning the reasoning behind requirements. Explanation was given and the issue resolved although Commissioner Adair still did not agree with requirement. Commissioners raised concerns on specifications for the sections on call centers and Mr. Joyce assured the commission that the ordinance will be presented to the City Attorney before approved. Commissioners questioned terms that refer to the zoning administrator. Mr. Joyce explained the consolidation of the terminology and resolved the issue.

Commissioner Kushma made a motion to present and approve the final draft of the Zoning Ordinance update to Council. Commissioner Richards seconded the motion and the motion passed unanimously.

ADJOURNMENT

Chairman Smith declared the meeting adjourned at 7:28 p.m.


Stephen Smith, Chairman

ATTEST:


Chelsea Nelson, Planning & Zoning Secretary



AGENDA BACKGROUND

AGENDA ITEM: Badge Pinning Ceremony for Christine Hubbell and honoring her Graduation from the Police Academy recognizing her hard work and dedication.

Date: July 28, 2014

PRESENTER:

Barry Reeves, Assistant Police Chief

BACKGROUND:

Christine Hubbell is employed as a dispatcher with the Pantego Police Department. She is the first employee to attend the Police Academy with the support of the Town.

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A

Director's Review: _____
City Manager's Review: MDF



AGENDA BACKGROUND

AGENDA ITEM: Public Hearing, discuss and direct staff on an Ordinance Amending the Town of Pantego Municipal Code: Appendix A Fee Schedule Article A 4.000 Police and Fire Department Fees by Revising Section A 4.001(d) Concerning Vendor or Solicitor Fees; Containing a Savings Clause; Repealing all Ordinances in Conflict Herewith; and Declaring an Effective Date.

Date: July 28, 2014

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

The Town Council passed an Ordinance allowing for permit fees for Vendors & Solicitors with in the Town of Pantego. This is an ordinance to amend the Fee Schedule to include the permitting fees for the vendors and solicitors.

The contract with Republic for solid waste services allows for an annual increase in fees. This ordinance will update the fee schedule to contain the correct amount of fees charged for solid waste collection.

According to Chapter 1 General Provisions; Division 2 Meetings; Section 1.03.035 of the Town of Pantego Municipal Code this ordinance requires a public hearing and two readings prior to the passage of this ordinance. Subsection (d) allows for Council to make an exception claiming the existence of an emergency or other urgent public necessity, or an undue burden in administrative time and expense to the town, by a vote of three councilmembers at a regular or special meeting of the town council.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council pass this ordinance but it is Council discretion to the procedure for passage.

ATTACHMENTS:

Ordinance 14-743

Director's Review: _____
City Manager's Review: MDF

ORDINANCE NO. 14-743

AN ORDINANCE AMENDING TOWN OF PANTEGO MUNICIPAL CODE: APPENDIX A – FEE SCHEDULE ARTICLE A4.000 POLICE AND FIRE DEPARTMENT FEES BY REVISING SECTION A 4.001(d) CONCERNING VENDOR OR SOLICITOR FEES; 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;

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, the Chief of Public Safety has reported to the Town Council that solicitors have recently become a matter of great concern, in particular in or near roadways and rights of way. Police Officers and citizens have seen and reported and made complaints about solicitors entering roadways and rights of way to carry out solicitation, and such actions have created dangers to the solicitors and to the public users of roadways and rights of way, and have led to potentially dangerous obstruction or distractions to the motoring public. Reports in the media have indicated that in the larger community outside Pantego, including the City of Arlington, similar problems have taken place.

WHEREAS, reports in the media have indicated that in the larger community outside Pantego, solicitors can become a matter of concern for reasons including the intrusion of uninvited and unwelcome solicitors upon the privacy of persons at their residences at times of day that are inconvenient due at least in part to such solicitations occurring during darkness.

WHEREAS, the Council has determined that revisions and updating of the Town Code provisions addressing solicitation is warranted, and that the revisions set forth herein are a reasonable exercise of the Town's police powers, balancing of the rights of solicitors, the rights of residents of the Town and the interests of the Town in protecting and promoting public safety.

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 Councilmember's 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:
REVISION OF PROVISIONS TO APPENDIX A**

That Appendix A – Fee Schedule, Article A 4000, Police and Fire Department Fees is hereby amended to revise the caption to Section A 4.001 and revise Section A 4.001(d) to provide as follows:

Sec. A4.001 Reports, Permits and Miscellaneous Police fees

(d) Vendors and Solicitors and Handbill Distributors permit fees:

- (1) Application fee \$10.00 for all Applicants.
- (2) Application fee for applicant that is is a corporation, partnership, association, joint venture or individual having more than one agent engaging in any of the activities named in Sec 4.03.003 of Ordinance 14-741, on behalf of the applicant, a fee of \$10 shall be charged for the first such agent and a fee of \$5 per agent shall be required for each agent of the applicant in excess of the first.
- (3) \$15.00 for criminal background check for each individual person for which a background check is required pursuant to Ordinance 14-741.
- (4) The permit fees shall not be required for persons conducting charitable solicitations, or individuals who file a statement with the Police Department indicating their indigent status.

**SECTION 2:
DELETION OF PROVISION OF APPENDIX A**

That Appendix A – Fee Schedule, Article A 4000, Police and Fire Department Fees is hereby amended to delete existing Section A 4.001(e) , which is addressed in revised Section 4.001(d) pursuant to Section 1 of the present Ordinance, and to revise the lettering of existing Section A 4.001(f) and (g) to become renumbered or relettered Section A 4.001 (e) and (f) which shall not otherwise have the content of the said subsections changed, so the that revisions shall be as shown below:

- (e) Fingerprinting fee: \$10.00.
- (f) Tow truck registration:
 - (1) Nonconsent tow permit: \$25.00.
 - (2) Tow truck business permit: \$25.00.

**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 28th DAY OF July 2014 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:

Julie Arrington, City Secretary

APPROVED AS TO FORM:

Jim Jeffrey, City Attorney



AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct, and consider action on the Sewer Transmission Line located on Smith Barry Road.

Date: July 28, 2014

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

While cleaning the sewer trunk line at Smith-Berry, near Roosevelt, the hose from the sewer jet trailer became lodged in a break in the line. Staff was unable to remove a portion of the hose, which remains in the line. Visual confirmation of the problem and location was made with a camera. The break appears to be a result of the deterioration of the coupling joints between two clay pipes. As a result, it appears the flow has eroded the soil below the pipe, leaving a void in which the hose became caught. The line is thirteen feet deep at that location, which is well below the depth at which we can safely make repairs using our own equipment.

Scott Williams, Public Works Director, is obtaining quotes from contractors for the repair, as well as options for renting equipment for staff to utilize to make the repairs. He will also give an overview of the problem and report on the results of the video inspection on the remainder of the trunk line.

FISCAL IMPACT:

Not known at this time.

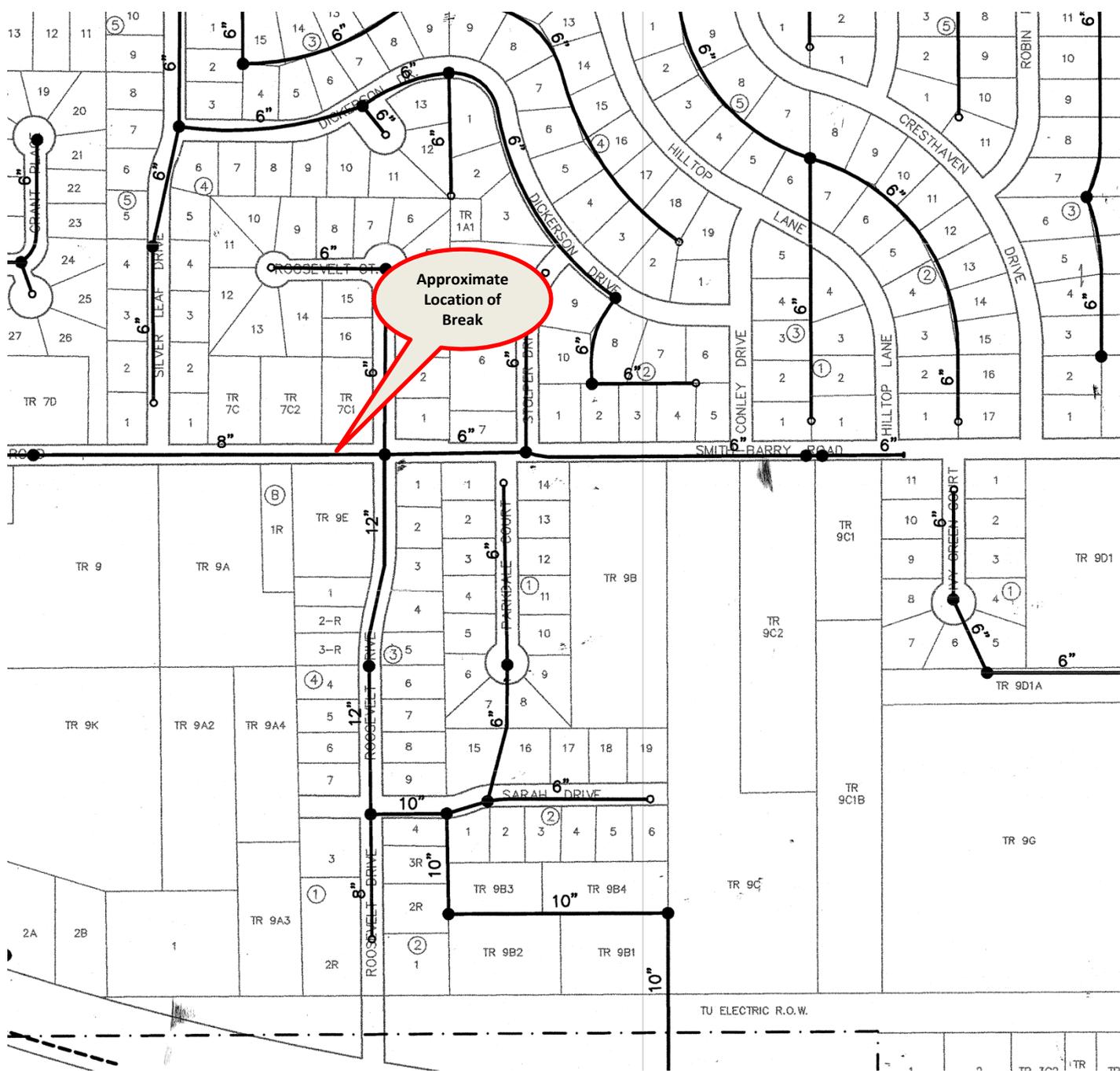
RECOMMENDATION:

Staff is seeking direction from Council on a course of action to address the sewer line break.

ATTACHMENTS:

Map showing location of break.

Director's Review: _____
City Manager's Review: _____



Approximate
Location of
Break

TU ELECTRIC R.O.W.



AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct staff, and consider action on an update regarding Pantego Fest 2014.

Date: July 28, 2014

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

April Coltharp, with Flair Events, will be on hand to update the Council regarding planning for Pantego Fest. She will cover the budget, marketing, vendors, and sponsors.

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

Current Budget Status

Director's Review: _____
City Manager's Review: _____

Pantego Fest 2014
Revenues Expenses

					2014 - projected	2014 - Actual
Revenues						
Town Contribution					\$60,000.00	
Sponsorships			Services	Cash		
	Liquor Depot			0.00		
	DFW Midstream			0.00		
	Carrizo (EnerVest)			0.00		\$2,500.00
	Frost Bank			0.00		\$2,000.00
	Colonial Savings			0.00		\$0.00
	Wal-Mart			0.00		\$0.00
	Vixen Vapors			0.00		
	State Farm			0.00		
	PCA			0.00		
	Mercantile Bank			0.00		\$500.00
	Republic			0.00		
	Silverleaf Resorts			0.00		
	Pantego Lion's			0.00		
	Ben E. Keith		0.00	0.00		
	GST			0.00		
	Atmos			0.00		\$0.00
	John Wright Assc			0.00		\$250.00
	Imagenet		400	0.00		\$1,100.00
	CWD		0	0.00		
	Siddons-Martin			0.00		
	Mundo Associates					\$1,000.00
	Cowboy Towing					\$1,000.00
	DiScuillo - Terry Stanton					\$500.00
	Purdue, Branden, Fielder, Collins & Mott					\$250.00
	f				\$20,000.00	
Vendors					\$10,000.00	
	Origami Owl					\$125.00
	Merry Heart Face Painting					\$75.00
	Wood Art by Sandi and Don					\$200.00
	Pet Resort in the Garden					\$300.00
	Flavor after Flavor					\$350.00
	John B's					\$350.00
	Last Supper BBQ					\$350.00
	Saljo's					\$0.00
	Cindy's Crafts					\$125.00
	Creative Hands					
	Art Smart					
	Texas Fitt (10 x 20 Boutique & Spa)					
	Shirt Werx					

Pantego Fest 2014
Revenues Expenses

Revenues, cont'd

Kid Zone					\$2,000.00	
Wine Tasting					\$500.00	
Beer Concessions					\$2,500.00	
Chili Cookoff					\$0.00	
				Total	\$92,000.00	\$10,975.00

Expenses					2014	2014 - Actual
Event Planner					16,000.00	\$5,969.00
Entertainment						
	Stage				\$3,000.00	\$3,450.00
	Electric for stage				\$1,000.00	in electric quote
	Sound				\$4,000.00	\$2,250.00
	Lighting				\$1,000.00	included in sound
	Bands				\$14,000.00	\$15,300.00
	Promoter				\$0.00	\$0.00
Logistics						
	Tents				\$5,000.00	\$2,660.00
	Table & Chairs				\$1,000.00	\$1,161.00
	Lights				\$200.00	\$780.00
	Fire Extinguishers/saftey package				\$250.00	inlcuded with tents
	Golf Carts				\$200.00	\$195.00
	Porta Potties				\$4,000.00	\$3,266.90
	Handwash Sta					
	Delivery					
	3 Services					
	Fencing					
	Panels					
	Sandbags					
	Electrical				\$7,000.00	\$4,700.00
	Republic					
	Trash disposal			0	\$0.00	\$0.00
	Recycling			0	\$0.00	\$0.00
	Radio rental				\$600.00	\$600.00
	Kid Zone - Inflatables (85% of proceeds to rides)				\$7,000.00	\$5,375.00
	Game Truck					\$1,400.00
	Magician					\$500.00
	Hospitality/VIP				\$1,000.00	



AGENDA BACKGROUND

AGENDA ITEM: Discuss and Review the Budget for the Fiscal Year 2014-2015.

Date: July 28, 2014

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

The purpose of this item is to continue discussion on the Budget from the last Budget Work Session.

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A

Director's Review: _____
City Manager's Review: MDF