



AGENDA

PANTEGO ECONOMIC DEVELOPMENT CORPORATION

August 13, 2014

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

REGULAR SESSION 7:00 P.M.
CALL TO ORDER AND GENERAL COMMENTS
INVOCATION: Danny Lakey, Vice President
PLEDGE OF ALLEGIANCE

PRESIDENT'S WELCOMING COMMENTS
PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

REGULAR BUSINESS

1. Executive Director Report
2. Approval of PEDC Minutes
 - July 23, 2014
3. Summary of Revenues and Expenditures
 - August 13, 2014

CITIZENS OPEN FORUM

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

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

4. Public Hearing, discuss, direct, and consider action on the proposed projects from the Pantego Economic Development Board.
5. Discuss, direct, and consider action on purchasing a table sponsorship at the Arlington Chamber of Commerce Annual Dinner and Business Meeting.
6. Discuss, direct, and consider action on the estimate for the trade show panels designed by the Trade Group.

PEDC MEMBER INQUIRY

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

ADJOURNMENT

CERTIFICATION

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Sunday, August 10, 2014 at 5:00 p.m., and remained so posted at least 72 hours before said meeting commenced.


Julie Arrington, City Secretary

Auxiliary aids and services are available to a person, when necessary, to assure an equal opportunity to participate in Town functions and activities. Auxiliary aids and services or accommodations should be requested two (2) business days (48) hours prior to the scheduled starting time by calling the City Secretary's Office at (817) 548-5852



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

NOTICE of POTENTIAL QUORUM

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

August 13, 2014

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

BEGINNING AT 7:00 P.M.

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Sunday, August 10, 2014 and remained so posted at least 72 hours before said meeting convened.


Julie Arrington, City Secretary





PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members

From: Matt Fielder, Executive Director

Date: 08/13/2014

Re: Executive Directors Report

Mr. Fielder will deliver a verbal update of the current loan obligations



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Julie Arrington, City Secretary
Date: 08/13/14
Re: Minutes

Attachments: 072314 Minutes

**Pantego Economic Development Corporation
July 23, 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 23rd day of July 2014 with the following members present:

Bill Brown	President
Danny Lakey	Vice President
Fred Adair	Secretary
Stephanie Springer	Director
Gloria Van Zandt	
Don Surratt	

Absent:

Arsalan Gittiban	Treasurer
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Constituting a quorum. Staff present was:

Matt Fielder	City Manager
Julie Arrington	City Secretary
Jeff Moore	PEDC Attorney
Ariel Carmona	Finance Director
Chad Joyce	Community Development Director

Also in attendance:

Pam Mundo	Economic Development Coordinator
Henry Lewczyk	Arlington Chamber of Commerce

REGULAR SESSION 7:00 P.M.
CALL TO ORDER AND GENERAL COMMENTS

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

INVOCATION

Secretary Adair led the invocation which was followed by the Pledge of Allegiance.

PRESIDENT'S COMMENTS

President Brown welcomed the audience and informed the Board the Executive Session will be held before item number 4.

PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

None.

REGULAR BUSINESS

1. Executive Director Report

Mr. Fielder informed the Board he has received an incentive application for a loan request from

Grand Starts Learning Academy, LLC. He has reviewed the application and staff has directed them to the Small Business Development Center.

2. Approval of PEDC Minutes

- **July 9, 2014**

No comments were given.

Director Van Zandt made a motion to approve the minutes as presented. Director Surratt seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, Brown, Springer, and Van Zandt

Nays: None

Abstention: None

President Brown declared the motion passed unanimously.

3. Summary of Revenues and Expenditures

- **July 23, 2014**

There were no expenses to approve.

Regular Session Recessed at 7:08 p.m.

Executive Session opened at 7:11 p.m.

SCHEDULED 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 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Loan Defaults.**

Executive Session closed at 7:40 p.m.

Regular Session reconvened at 7:41 p.m.

President Brown declared there was no action on this item.

CITIZEN'S OPEN FORUM

Pat Myers inquired if the PEDC was aware the Council passed the SUP for his store and if the Board had any questions.

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

- 4. Discuss, direct, and consider action on estimates for the Shopping Bag to be used at Pantego Fest.**

Vice President Danny Lakey abstained from this item.

Pantego Economic Development Corporation
July 23, 2014

Mr. Fielder informed the Board he has received three quotes. He has two verbal quotes; one from Graphic Images at \$6.00 a bag and one from Texas Sportswear at \$5.00 a bag. He has a written estimate from Shirtwerx at \$5.25 a bag. The Board agreed to purchase 1,000 bags to start with.

Secretary Adair made a motion to authorize the City Manager to enter into an agreement with Shirtwerx to purchase 1,000 bags at a cost of \$5,250.00 as discussed. Director Springer seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Brown, Springer, and Van Zandt

Nays: None

Abstentions: Lakey

President Brown declared the vote passed 5 to 0.

5. Discuss, direct, and consider action on creating an Integration Committee for the Arlington Chamber of Commerce.

Mr. Fielder introduced this item as a way to make sure all the aspects of the Chamber are covered with 100% participation.

Mr. Lewczyk presented the Board with a list of committees. He explained the purpose for each committee along with the meeting dates and times. Each board member discussed and signed up for the committee of their choice and will start attending the meetings in August. Mr. Lewczyk gave the board a copy of the Press Release that will go out tomorrow. There was discussion on quorums at the Chamber meetings, combining the Chamber Ribbon Cuttings and the Pantego Ribbon Cuttings together, and visiting the Arlington Chamber of Commerce.

6. Discuss, direct, and consider action on the Painting of the Park Facilities and equipment.

President Brown presented the Board with a list of his findings for needed repairs. There was discussion on the amount of work involved in re-painting the rusted poles and the best type of paint to use to receive the best longevity. Mr. Joyce and Mr. Williams will present this list to the contractor for an updated estimate.

No action was taken on this item.

PEDC MEMBER INQUIRY

None.

ADJOURNMENT

President Brown adjourned the regular session at 8:55 p.m.

APPROVED:

Bill Brown, President

ATTEST:

Fred Adair, Secretary



Memo

To: President Bill Brown and PEDC Board Members

From: Ariel Carmona, Finance Director

Date: 08/13/2014

Re: PEDC Expenditure Approval

-
- Summary of Expenditures and Purchase Requisitions over \$1,000 for board approval
 - Statement of Revenues and Expenditures for Fiscal Year 2013/2014

Vendor Payment Listing 08/13/2014

Invoices submitted for approval:

Mundo & Associates	Professional Services - July	\$ 3,000.00
Mundo & Associates	NTCAR Booth Electricity/Badges	<u>\$ 80.00</u>
		Total <u>\$ 3,080.00</u>

PURCHASE REQUISITIONS OVER \$1,000

NONE FOR THIS MEETING

MUNDO & ASSOCIATES

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

MUNDO & ASSOCIATES, INC. 4542 CASANOVA DRIVE 214.773.0900
ROCKWALL, TX 75087 214.942.5382
977.400.1396
609.272.0935

August 5, 2014

Bill Brown, President

Wm.brown@sbcglobal.net

Arsalan Gittiban, Treasurer

dragittiban@yahoo.com

Cherie Charboneau

ccharboneau@townofpantego.com

Ariel Carmona

a.carmona@townofpantego.com

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

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

July Services (see description attached)	\$3,000.00
NTCAR trade show booth electricity and participant badges	80.00
Total	\$ 3,080.00

Description of Work Attached

Thank you for the opportunity to serve the Pantego EDC
Pamela J. Mundo, President
Mundo and Associates, Inc.

TX HUB



MUNDO & ASSOCIATES

Economic Development, Planning and Civil Engineering

www.mundoandassociates.com

MUNDO & ASSOCIATES, INC. 5842 CANAL DRIVE, SUITE 214 773 0900
 ROCKWELL, TX 75087 214 942 5142
 972 435 1390
 602 972 270 0913

Description of Work

Pantego

July 2014

July 1, 2014	Worked on updating inventory of businesses and the new business listing.	2 hrs
July 2, 2014	Met with Bill Brown and Gloria Van Zandt to discuss plans and programs Of the EDC, visited businesses about the PantegoFest plans and ShopPantego. Visited With Mr. B'sBurgers, Anything Goes, Schlotzky's, Mail Boxes and Such, Great Clips, VIP Grooming and Dog Wash, Texas Fitt, Duke and Daisies, Professional Image Barber Shop, Took photos and information on new for sale property on Smith Barry, checked on other For sale properties for current information, recorded field notes on inventory sheets.	8hr
July 8, 2014	Met with Stephanie Springer and Bill Brown on EDC projects and plans And visited with businesses on the PantegoFest Plans, prepared newsletter information	7 hrs
July 9, 2014	Review budget and prepared for meeting, worked on information for Arlington Chamber magazine, prepared newsletter and attended meeting.	8 hrs
July 21, 2014	Worked on trade show items and discussion for meeting	3 hrs
July 23, 2014	Put Run Time events on shop Pantego, prepared for meeting, worked on trade show panels, met with Bill and Matt on trade show panels, attended PEDC Meeting.	10 hrs
July 31, 2014	Met with Cookie Machine Owner for information and photos, met with Keepsake Owner and, Pure Zen Nail Spa and Mad Mikes for photos for the newsletter Also took photos and met with The Mansion on Park Row, worked on news letter.	8 hrs
Total Hours		46 hrs

Contract requirements is for 30 hours

TX HUB





30TH ANNUAL
COMMERCIAL REAL ESTATE EXPO
Thursday, August 28, 2014 - Sheraton Dallas, Lone Star Ballroom

EXHIBITOR PASSES AND ELECTRICITY

Two Complimentary exhibitor passes are included with each booth purchase (four for double booth).

Exhibitor Passes are ONLY for those individuals who will participate in SET-UP and will need access to the exhibit space BEFORE the event.

NAME:	COMPANY:	COST:
1) <u>Faye Miranda</u>	<u>Pantego EDC Development</u>	<u>COMP</u>
2) <u>Bill Brown, President</u>	<u>Pantego EDC</u>	<u>COMP</u>
3) <u>Matt Fielder, Executive</u>	<u>Pantego EDC</u>	<u>\$10 - DB COMP</u>
4) <u>Chad Joyner, Director</u>	<u>Team Pantego</u>	<u>\$10 - DB COMP</u>
5) <u>Don Smith, General</u>	<u>Team Pantego</u>	<u>300</u>

- Yes, I would like to add electricity to my booth(s) for an additional \$50 per booth.
- I have already paid for electricity.

Contact Information:

Pantego EDC Development, LLC 103
Company Name Booth #

Faye Miranda 214-773-0916
Contact Name Phone Number

f.miranda@mirandawoodassociates.com
Email

Charge Authorization

Check # _____ (reservation will not be processed w/out payment)

I Faye Miranda, NTCAR is authorized to charge \$ 800.00 to the credit card below for the NTCAR Expo.

MC VISA AMEX DISCOVER

Credit Card # [REDACTED] Exp. Date: 6/1/15

Billing Address: 5002 Cornwell City Richardson State Tx Zip 75082

Name Printed on Card: Faye Miranda Signature: [Signature]

Please make checks payable to NTCAR and return to 700 N. Pearl St., Ste. 1625., Dallas, TX 75201.
Please fax credit card payments to NTCAR at 214-638-5523 OR email to haili@ntcar.org

Pantego Economic Development Corporation
Construction/ Operating Fund Budget for Fiscal Year 2013/2014
As of August 13, 2014

	Budget FY 2013/2014	Actual FY 2013/2014
ESTIMATED BEGINNING FUND BALANCE	\$ 236,821	\$ 413,681
REVENUES		
Sales Tax Revenue	285,000	179,943
Interest Revenue	500	330
Gas Royalty Revenue	750	1,297
Other Revenue	1,500	-
TOTAL REVENUE	\$ 287,750	\$ 181,569
EXPENDITURES		
Professional Fees		
Contract Services (Engineering & Legal)	\$ 2,750	\$ 1,610
Professional Services (EDC Consultant)	36,000	30,000
TOTAL PROFESSIONAL FEES	38,750	31,610
Marketing and Advertising		
Miscellaneous Marketing and Advertising	25,000	21,511
TOTAL MARKETING & ADVERTISING	25,000	21,511
Activities		
Seasonal Decorations(Tree Lighting)	10,000	8,591
TOTAL ACTIVITIES	10,000	8,591
Maintenance		
Landscaping and Improvements	20,000	11,562
Sprinkler System Maintenance	500	45
General Maintenance and Repair (Bldg & Park)	12,000	5,174
Statue Maintenance Agreement	3,500	4,050
TOTAL MAINTENANCE	36,000	20,831
Other Training/Travel		
Miscellaneous	3,500	1,138
TOTAL OTHER	1,000	1,475
Projects		
Commercial Revitalization Grants (Cross Fit and Faith)	35,000	35,000
Commercial Revitalization Grant/Loan (Boutique U, LLC)	9,500	9,500
Commercial Revitalization Grant/Loan (VIP Grooming)	20,000	20,000
Commercial Revitalization Loan (Mad Mike's Ice Cream)	15,000	15,000
Commercial Revitalization Grant (Anything Goes)	6,882	6,882
Unidentified Grants 2014	63,618	-
Park Row Redevelopment Project	5,000	9,937
Comprehensive Plan	-	1,491
Park Painting Project	20,000	-
TOTAL PROJECTS / INCENTIVES	175,000	97,810
TOTAL EXPENDITURES	\$ 289,250	\$ 182,965
Transfer to General Fund (Adm. Fees)	\$ (96,607)	\$ (96,607)
Transfer to General Fund (Park Board)	(17,500)	(17,496)
Net Change in Fund Balance	\$ (115,607)	\$ (115,499)
ESTIMATED ENDING FUND BALANCE	\$ 121,214	\$ 298,182



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Matt Fielder, Executive Director
Date: 08/13/2014
Re: Public Hearing and action on the proposed projects

The PEDC Board must hold a public hearing and a vote on the projects to allocate funds. Attached is a copy of the Budget the Board approved at the last meeting. The list of Projects is on page 3.



**PANTEGO ECONOMIC DEVELOPMENT CORPORATION
PROPOSED BUDGET
FISCAL YEAR 2014-2015**

BOARD OF DIRECTORS:

Bill Brown, President
Danny Lakey, Vice President
Fred Adair, Secretary
Arsalan Gittiban, Treasurer
Gloria Van Zandt, Director
Don Surratt, Director
Stephanie Springer, Director

CONTRACT:

Pam Mundo, Economic Development Coordinator

TOWN STAFF:

Matt Fielder, City Manager
Julie Arrington, City Secretary
Ariel Carmona, Finance Director
Chad Joyce, Community Development Director

**Pantego Economic Development Corporation Budget
Statement of Revenues and Expenditures - Combined
Fiscal Year 2014-2015**

	<u>Operating Fund</u>	<u>Project Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
Estimated Beginning Fund Balance	\$ 30,388	\$ 63,618	\$ 201,260	\$ 295,265
REVENUES				
Sales Tax Revenue	\$ 231,722	\$ 86,382	\$ 201,260	\$ 519,364
Oil and Gas Royalty	750	-	-	750
Interest Revenue	500	-	-	500
TOTAL REVENUE	\$ 232,972	\$ 86,382	\$ 201,260	\$ 520,614
EXPENDITURES				
Principal Payment	\$ -	\$ -	\$ 140,000	\$ 140,000
Interest Payment	-	-	61,260	61,260
Contract Services	2,500	-	-	2,500
EDC Consultant	36,000	-	-	36,000
Arlington Chamber of Commerce	10,000	-	-	10,000
Marketing and Advertising	15,000	-	-	15,000
Activities	8,500	-	-	8,500
Park Operations/Maintenance	36,550	-	-	36,550
Travel/Training/Other	4,500	-	-	4,500
Pantego Arch Lighting	-	20,000	-	20,000
Unidentified Projects/Incentives	-	130,000	-	130,000
TOTAL EXPENDITURES	\$ 113,050	\$ 150,000	\$ 201,260	\$ 464,310
OTHER SOURCES/(USES)				
Transfer to GF (Admin Fees)	\$ (49,637)	\$ -	\$ -	\$ (49,637)
Transfer to GF (Park Maintenance)	(48,252)	-	-	(48,252)
Transfer to GF (CRB & Pantegofest)	(17,500)	-	-	(17,500)
TOTAL OTHER SOURCES/(USES)	\$ (115,389)	\$ -	\$ -	\$ (115,389)
Net Change In Fund Balance	4,533	(63,618)	-	(59,085)
Estimated Ending Fund Balance	\$ 34,921	\$ -	\$ 201,260	\$ 236,180

Pantego Economic Development Corporation
Project & Operating Fund Budget for Fiscal Year 2014/2015

	2011/2012 ACTUAL	2012/2013 ACTUAL	2013/2014 ADOPTED BUDGET	YTD ACTUAL JULY	2013/2014 YEAR END ESTIMATE	2014/2015 BUDGET
Estimated Beginning Fund Balance	\$ 683,224	\$ 418,698	\$ 413,681	\$ 413,681	\$ 413,681	\$ 94,006
REVENUES						
Sales Tax Revenue	242,249	360,438	285,000	136,916	285,000	318,104
Oil & Gas Revenues	1,475	1,032	750	911	750	750
Interest Revenue	818	493	500	127	500	500
Note Revenue	-	-	1,500	-	-	-
Other Revenue (Concessions)	3,250	-	-	-	-	-
TOTAL REVENUES	\$ 247,792	\$ 361,963	\$ 287,750	\$ 137,954	\$ 286,250	\$ 319,354
EXPENDITURES						
Professional Fees						
Auditing Fees	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services(Engineering & Legal)	3,780	998	2,750	1,610	2,750	2,500
EDC Consultant	36,000	36,000	36,000	24,000	36,000	36,000
Total Professional Fees	42,780	36,998	38,750	25,610	38,750	38,500
Marketing and Advertising						
Arlington Chamber of Commerce	-	-	-	-	-	10,000
Marketing and Advertising	6,368	18,464	25,000	11,231	25,000	15,000
Concession Supplies	456	-	-	-	-	-
Concession Labor	-	-	-	-	-	-
Total Marketing & Advertising	6,824	18,464	25,000	11,231	25,000	25,000
Activities						
Seasonal Decorations(Tree Lighting)	6,128	12,771	10,000	8,591	8,591	8,500
Total Activities	6,128	12,771	10,000	8,591	8,591	8,500
Maintenance						
Landscaping and Improvements	15,631	7,699	20,000	10,051	20,000	20,000
Pool and Pond Maintenance	76	-	-	-	-	-
Sprinkler System Maintenance	2,413	130	500	45	500	500
General Maintenance and Repair	16,611	9,211	12,000	5,134	12,000	12,000
Statue Maintenance Agreement	3,500	-	3,500	4,050	4,050	4,050
Total Maintenance	38,231	17,040	36,000	19,280	36,550	36,550
Other						
Training/Travel	3,632	737	3,500	1,119	3,500	3,500
Miscellaneous	813	1,067	1,000	971	1,000	1,000
Total Other	4,445	1,803	4,500	2,090	4,500	4,500
Projects / Commercial Revitalization Grants						
Traditional Martial Arts - GRANT	-	-	-	-	-	-
Cookie Machine - GRANT	19,117	-	-	-	-	-
It's All Good - GRANT	15,000	-	-	-	-	-
It's All Good - LOAN	16,000	-	-	-	-	-
4D-JKL Corp - GRANT	40,000	40,000	-	-	-	-
Dr. Jeckel's Beer Lab - GRANT	10,000	-	-	-	-	-
Dr. Jeckel's Beer Lab - LOAN	20,000	-	-	-	-	-
Cross Fitt and Faith - GRANT	-	2,500	-	-	-	-
Cross Fitt and Faith - LOAN	-	7,000	-	35,000	35,000	-
Boutique U - GRANT	-	-	-	1,000	1,000	-
Boutique U - LOAN	-	-	-	8,500	8,500	-
VIP Grooming - GRANT	-	-	-	3,000	3,000	-
VIP Grooming - LOAN	-	-	-	17,000	17,000	-
Mad Mike's Ice Cream - LOAN	-	-	-	15,000	15,000	-
Anything Goes - GRANT	-	-	-	6,882	6,882	-
Unidentified Projects / Incentives	-	-	150,000	-	63,618	130,000
Pantego Arch Lighting	-	-	-	-	-	20,000
ParkRow Redevelopment Project	169,622	55,010	5,000	9,937	9,937	-
Park Row Water/Sewer Engineering	-	46,855	-	-	-	-
Comprehensive Plan	46,440	-	-	1,491	1,491	-
ISO Rating Project	9,200	9,900	-	-	-	-
Park Painting Project	-	-	20,000	-	20,000	-
Total Projects/Loans/Grants	345,380	161,265	175,000	97,810	181,428	150,000
TOTAL EXPENDITURES	\$ 443,788	\$ 248,341	\$ 289,250	\$ 164,612	\$ 294,819	\$ 263,050

Pantego Economic Development Corporation
Construction/ Operating Fund Budget for Fiscal Year 2014/2015

(Continued)

	2011/2012 ACTUAL	2012/2013 ACTUAL	2013/2014 ADOPTED BUDGET	YTD ACTUAL JULY	2013/2014 YEAR END ESTIMATE	2014/2015 BUDGET
OTHER SOURCES / (USES)						
Transfer to Debt Service Fund (Reserves)	-	-	-	-	(197,003)	-
Transfer to General Fund (Admin Fees)	(100,376)	(108,140)	(96,607)	(96,607)	(96,603)	(49,637)
Transfer to General Fund (Park Maint)	-	-	-	-	-	(48,252)
Transfer to General Fund (CRB & Pantegofes)	(17,496)	(17,500)	(17,500)	(17,496)	(17,500)	(17,500)
Net Change in Fund Balance	<u>(313,868)</u>	<u>(12,018)</u>	<u>(115,607)</u>	<u>(140,761)</u>	<u>(319,675)</u>	<u>(59,085)</u>
Estimated Ending Fund Balance	<u>\$ 369,356</u>	<u>\$ 406,680</u>	<u>\$ 298,074</u>	<u>\$ 272,920</u>	<u>\$ 94,006</u>	<u>\$ 34,921</u>

**Pantego Economic Development Corporation
Debt Service Fund Budget for Fiscal Year 2014-2015**

	<u>2011/2012 ACTUAL</u>	<u>2012/2013 ACTUAL</u>	<u>2013/2014 ADOPTED BUDGET</u>	<u>YDT ACTUAL JULY</u>	<u>2013/2014 YEAR END ESTIMATE</u>	<u>2014/2015 BUDGET</u>
Estimated						
Beginning Fund Balance	\$ 10,553	\$ 13,341	\$ 12,262	\$ 12,262	\$ 12,262	\$ 201,260
REVENUES						
Sales Tax Revenue	\$ 192,497	\$ 182,906	\$ 190,000	\$ 190,000	\$ 190,000	\$ 201,260
TOTAL REVENUE	<u>\$ 192,497</u>	<u>\$ 182,906</u>	<u>\$ 190,000</u>	<u>\$ 190,000</u>	<u>\$ 190,000</u>	<u>\$ 201,260</u>
EXPENSES						
Principal Payment	\$ 110,000	\$ 110,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 140,000
Interest Payment	79,709	73,985	68,006	35,907	68,006	61,260
TOTAL EXPENDITURES	<u>\$ 189,709</u>	<u>\$ 183,985</u>	<u>\$ 198,006</u>	<u>\$ 165,907</u>	<u>\$ 198,006</u>	<u>\$ 201,260</u>
OTHER SOURCES / (USES)						
Transfer from Operating Fund (Reserves)	\$ -	\$ -	\$ -	\$ -	\$ 197,003	\$ -
Net Change in Fund Balance	<u>2,788</u>	<u>(1,079)</u>	<u>(8,006)</u>	<u>24,093</u>	<u>188,997</u>	<u>-</u>
Ending Fund Balance	<u>\$ 13,341</u>	<u>\$ 12,262</u>	<u>\$ 4,257</u>	<u>\$ 36,356</u>	<u>\$ 201,260</u>	<u>\$ 201,260</u>

PANTEGO ECONOMIC DEVELOPMENT CORPORATION PRINCIPAL AND INTEREST REQUIREMENTS SALES TAX REVENUE REFUNDING BONDS, SERIES 2010 As of September 30, 2014

DUE YEAR ENDING SEPTEMBER 30	AUGUST 15TH INTEREST	FEBRUARY 15TH		TOTAL REQUIREMENT
		PRINCIPAL	INTEREST	
2015	\$ 28,629	\$ 140,000	\$ 32,631	\$ 201,260
2016	25,298	140,000	29,103	194,401
2017	21,565	145,000	25,576	192,141
2018	17,599	160,000	21,922	199,521
2019	13,509	165,000	17,890	196,399
2020	9,222	175,000	13,733	197,955
2021	-	180,000	9,323	189,323
2022	-	190,000	9,497	199,497
	<u>\$ 115,821</u>		<u>\$ 159,676</u>	<u>\$ 1,570,497</u>

BONDS OUSTANDING
SEPTEMBER 30, 2014

\$ 1,295,000



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Matt Fielder, Executive Director
Date: 08/13/2014
Re: Purchase of a Table Sponsorship at the Arlington Chamber of Commerce Annual Dinner

The PEDC has been invited to sponsor a table at the annual Arlington Chamber of Commerce Annual Dinner on Tuesday, September 30, 2014 at 5:30 p.m. located at the Arlington Convention Center. The table seats 10 guests. The letter of invitation and the formal invitation are attached.



RECEIVED JUL 30 2014

July 28, 2014

Mayor Melody Paradise
Town of Pantego/Pantego EDC
1614 S. Bowen Road
Pantego, TX 76013

Dear Mayor Paradise,

On behalf of the Nominating Committee, it is our privilege to inform you that you have been nominated to serve as a member of the Chamber Board of Directors during FY 2015.

Members of the Board are expected to (1) maintain their good standing as a member of the Corporate Leadership Council or President's Advisory Group; (2) fully support the policies, strategies and initiatives approved by the board; (3) accept assignment to serve on a board of directors committee or advisory council; (4) support the Board's year round cultivation of corporate investors; and (5) strive to attend and participate in the five formal board meetings conducted annually.

As we finalize preparations for the coming year, it is our sense that the Chamber has earned and continues to maintain the respect of our local and regional community as the catalyst for Arlington's economic sustainability and leading advocate for business and our community. Our strategic pro-active approach has been well received; we're acknowledged for our success, with the expectation that we will provide continued leadership for the future.

It is also our belief that we must constantly evolve and innovate, as we remain focused on our economic development initiatives, strengthen our advocacy, and expand products and services to our member/investors, while securing the financial resources needed to implement our strategic plans. To do so, it is vital that individuals such as you, who are committed to civic leadership and corporate stewardship, commit to play an active role within the Chamber. From that perspective, your leadership and guidance is critical, and we look forward to your active participation and support.

Assuming you accept your nomination, you will be introduced and formally inducted at our Chamber's Annual Dinner and Business Meeting at the Arlington Convention Center on **September 30, 2014**, beginning with a cocktail reception and silent auction at 5:30 p.m. and dinner at 7:00 p.m. We have included a dinner reservation form with this letter; we trust we can count on you to be with us, and would encourage you, as an incoming board member, to consider table sponsorship.

Thanks in advance for what we trust will be your affirmative response. We would appreciate your prompt return of the enclosed form to indicate your willingness to accept your nomination and preference for committee assignment, and will do our best to appoint you to the committee or advisory council of your preference. If we can answer any questions you might have, please feel free to call.

Sincerely,

Handwritten signature of Winston Borland in black ink.

Winston Borland
Incoming Chairman, Board of Directors

Handwritten signature of Wes Jurey in blue ink.

Wes Jurey
President and CEO

Enclosures:

FY 15 Corporate Calendar
Response Form
Dinner Reservation Form

CORPORATE MEETINGS

Boards of Directors/Executive Committees FY 2015 Calendar (PROPOSED)

October 1, 2014– September 30, 2015
As of 7/20/2014

October 2014

- 1 Finance Committee – GM Room, 7:30 am – 9:00 am
- 1 Foundation Executive Committee – GM Room, 11:30 am – 1:00 pm
- 8 Chamber Executive Committee – GM Room, 11:30 am – 1:00 pm
- 8 Personnel Committee – Duncan Room, 1:00 – 2:00 pm
- 9 State of the City – Arlington Convention Center, 11:30 am – 1:00 pm
- 13 Columbus Day Holiday – Chamber Offices Closed
- 24 4th Annual Inspired Women's Luncheon – Hilton Arlington, 11:00 am – 1:00 pm

November 2014

- 5 Finance Committee – GM Room, 7:30 am – 9:00 am
- 5 Foundation Board – Moritz Boardroom, 11:30 am – 1:00 pm
- 12 Chamber Board – Moritz Board Room – 11:30 am - 1:00 pm
- 12 Personnel Committee – Duncan Room, 1:00 – 2:00 pm
- 27-28 Thanksgiving Day Holiday – Chamber Offices Closed; Closed at 12 noon on 27th
- 28 Christkindl Market Opens – Ballpark in Arlington

December 2014

- 3 Finance Committee – GM Room, 7:30 am – 9:00 am
- 3 Foundation Executive Committee – GM Room, 11:30 am – 1:00 pm
- *17 Chamber Executive Committee – GM Room, 11:30 am – 1:00 pm
- *17 Personnel Committee – Duncan Room, 1:00 – 2:00 pm
- 21 Christkindl Market Closes
- 24-31 Christmas Holiday – Chamber Closed

January 2015

- 1 New Year's Day – Chamber Closed
- 7 Finance Committee – GM Room, 7:30 am – 9:00 am
- 7 Foundation Board – Moritz Boardroom, 11:30 am – 1:00 pm
- 14 Chamber Board – Moritz Board Room – 11:30 am - 1:00 pm
- 14 Personnel Committee – Duncan Room, 1:00 – 2:00 pm
- 19 Martin Luther King Holiday - Chamber Offices Closed

February 2015

- 4 Finance Committee – GM Room, 7:30 am – 9:00 am
- 4 Foundation Executive Committee – GM Room, 11:30 am – 1:00 pm
- 11 Chamber Executive Committee – GM Room, 11:30 am – 1:00 pm
- 11 Personnel Committee – Duncan Room, 1:00 – 2:00 pm
- 16 President's Day Holiday – Chamber Offices Closed

March 2015

- 4 Finance Committee – GM Room, 7:30 am – 9:00 am
- 4 Foundation Board – Moritz Boardroom, 11:30 am – 1:00 pm
- 11 Chamber Board – Moritz Boardroom – 11:30 am - 1:00 pm
- 11 Personnel Committee – Duncan Room, 1:00 – 2:00 pm

April 2015

- 1 **Finance Committee** – GM Room, 7:30 am – 9:00 am
- 1 **Foundation Executive Committee** – GM Room, 11:30 am – 1:00 pm
- 3 *Good Friday – Chamber Offices closed*
- 8 **Chamber Executive Committee** – GM Room, 11:30 am – 1:00 pm
- 8 **Personnel Committee** – Duncan Room, 1:00 – 2:00 pm
- 21 **Administrative Assistant Appreciation Luncheon** – Moritz Boardroom, 11:30 am – 1:00 pm

May 2015

- 6 **Finance Committee** – GM Room, 7:30 am – 9:00 am
- 6 **Foundation Board** – Moritz Boardroom, 11:30 am – 1:00 pm
- 13 **Chamber Board** – Moritz Boardroom – 11:30 am - 1:00 pm
- 13 **Personnel Committee** – Duncan Room, 1:00 – 2:00 pm
- 25 *Memorial Day Holiday - Chamber Offices closed*

June 2015

- 3 **Finance Committee** – GM Room, 7:30 am – 9:00 am
- 3 **Foundation Executive Committee** – GM Room, 11:30 am – 1:00 pm
- 10 **Chamber Executive Committee** – GM Room, 11:30 am – 1:00 pm
- 10 **Personnel Committee** – Duncan Room, 1:00 – 2:00 pm

July 2015

- 3 *Independence Day Holiday – Chamber Offices closed*
- 13-15 **Chamber Staff Planning Conference**
NO MEETINGS IN JULY

August 2015

- 5 **Finance Committee** – GM Room, 7:30 am – 9:00 am
- 12 **Joint Chamber/Foundation Executive Committees** – Moritz Boardroom – 11:30 am – 1:30 pm
- 12 **Personnel Committee** – Duncan Room, 1:30 – 2:30 pm
- TBD **State of the District**

September 2015

- 2 **Finance Committee** – GM Room, 7:30 am – 9:00 am
- 7 *Labor Day Holiday – Chamber Offices closed*
- 9 **Joint Chamber/Foundation Boards** – Moritz Boardroom – 11:30 am - 1:30 pm
- 9 **Personnel Committee** – Duncan Room, 1:30 – 2:30 pm
- 24 **Annual Dinner**



APPOINTMENT REPLY FORM

Name:	_____
Title:	_____
Company Name:	_____
Address:	_____
Business Phone:	_____
Business Fax:	_____
Business Email:	_____

(Please give us your correct contact information.)

PLEASE CHECK ONE:

- I am pleased to accept the appointment.
 I regret that I must decline the appointment.

PLEASE RETURN REPLY FORM TO:

Amber Hoel
Executive Assistant
President's Office
505 East Border Street
Arlington, TX 76010
PH: 817-543-4304
FAX: 817-261-7389
Email: ahoel@arlingtontx.com

Arlington Chamber of Commerce 2014 Annual Meeting and Awards Dinner "Making A Difference"



PRESENTING SPONSOR

**Medical Center
Arlington**

Tuesday, September 30, 2014

5:30 p.m. Cocktail Reception & Silent Auction

7:00 p.m. Dinner & Program, Presentation of Annual Awards

Arlington Convention Center

1200 Ballpark Way • Arlington, TX 76011

PRESENTING SPONSOR - SOLD

**Medical Center
Arlington**

SPEAKER SPONSOR - \$7,500

- 1 Premium table (10 seats)
- 5 valet parking passes
- On-site event presentation screen display (logo)
- Company logo in the program
- Company logo and link to website on the Chamber's registration page participation
- Sponsor acknowledgement in recognition of speaker
- Table sign recognition

GOLD SPONSOR - \$2,000

- 1 Preferred table (10 seats)
- 3 valet parking passes
- On-site event presentation
- Company logo in program
- Table sign recognition

BRONZE SPONSOR - \$1,000

- 1 Reserved Table (10 seats)
- 1 valet parking
- Company logo in the program
- Table sign recognition

PLATINUM SPONSOR - \$3,000

- 1 Preferred Table (10 seats)
- 5 valet parking passes
- On-site event presentation screen display (logo)
- Company logo in program
- Acknowledgement at Dinner
- Table Sign recognition

PROMOTIONAL SPONSOR - \$500

- 2 reserved seats
- Opportunity to have a promotional item in gift bag

ANNUAL REPORT SPONSOR - \$7,500

- 1 Premium table (10 seats)
- 5 valet parking passes
- Company logo on the printed dinner invitation
- Recognition as part of presentation
- On-site event presentation screen display (logo)
- Company logo and link to website on the Chamber's registration page
- Company logo in the program
- Table sign recognition

GIFT BAG SPONSOR - SOLD



TICKETS

Non-Member - \$100

Chamber Member - \$60

Valet Parking Pass - \$10

For more information: www.ArlingtonTX.com or call 817.275.2613.



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Pam Mundo, PEDC Coordinator
Date: 08/13/2014
Re: Trade Show Booth

The original trade show booth panels were completed in 2010 and are in need of updating. In 2013 a preliminary set of new updated panels was discussed and charges for the design and production in the amount of \$1,782.69 was paid. Final graphic changes were not complete. New updated photos and changes requested of the Board have been sent to the Trade Show Group. It is expected that these changes will be delivered in draft form for Board consideration at the August 13th meeting. The intent is to complete the panels for the NTCAR trade show for August 28th.

Some modest additional costs for more layout time probably will be necessary. However, at this time the cost is not available. The original lay out estimate of 5 hours was \$500 and including in the initial \$1,782.69 payment.