



AGENDA PANTEGO ECONOMIC DEVELOPMENT CORPORATION

August 27, 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: Bill Brown, 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
 - August 13, 2014
3. Summary of Revenues and Expenditures
 - August 27, 2014

CITIZENS OPEN FORUM

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

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

4. Discuss, direct, and consider action on the estimate for the trade show panels designed by the Trade Group.
5. Discuss, direct, and consider action on the Painting of the Park facilities and equipment.
6. Discuss, direct, and consider action on Boardmember Shirts.

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 on the following date and time: Sunday, August 24, 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 for the night (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 27, 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 24, 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, City Manager
Date: 08/27/2014
Re: Executive Director Report

PantegoFest

I will provide a short update on the current status of planning and marketing for PantegoFest.

Chamber Activities

Upcoming activities for the Chamber of Commerce over the next month include:

- August 26th - Women's Alliance "Coffee", 8:30 – 9:30 a.m. – Arlington Chamber of Commerce
- September 9th – Business over Breakfast, 8:00 – 9:30 a.m. – Arlington Chamber of Commerce
- September 9th – Women's Alliance "Tiara Tues H&W", 3:30 p.m. – Texas Rangers Ballpark
- September 19th - Chamber Orientation Luncheon, 11:30 a.m. – 1:00 p.m. – Arlington Chamber of Commerce
- September 23rd – Chamber After Hours, 5:30 – 7:30 p.m. – Alley Cats (2008 Pleasant Ridge)
- September 30th – Annual Dinner Meeting and Awards Dinner, 5:30 – 9:00 p.m.



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Julie Arrington, City Secretary
Date: 08/25/14
Re: Minutes

Attachments: 081314 Minutes

Pantego Economic Development Corporation
August 13, 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 13th day of August 2014 with the following members present:

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

Constituting a quorum. Staff present was:

Matt Fielder	City Manager
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 7:00 p.m.

INVOCATION

Vice President Lakey led the invocation which was followed by the Pledge of Allegiance.

PRESIDENT'S COMMENTS

President Brown gave positive comments regarding the movie night at the park.

PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

Director Surratt commented on his experience at Johnny B's Burgers stating the food was good.

Director Van Zandt informed the Board she gave an Arlington Chamber of Commerce packet to the new owner of Pantego Bay.

Director Adair informed the Board the T-Mobile store inquired about a Town Festival and he spoke to them about operating a booth at PantegoFest.

REGULAR BUSINESS

1. Executive Director Report

Pantego Economic Development Corporation
August 13, 2014

Mr. Fielder updated the Board on outstanding loans previously provided to local businesses. One business has paid half of their outstanding balance and the other business will continue to own the business and has a rent to own situation with the new owners.

2. Approval of PEDC Minutes

- **July 23, 2014**

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

The vote was as follows:

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

Nays: None

Abstention: None

President Brown declared the motion passed unanimously.

3. Summary of Revenues and Expenditures

- **August 13, 2014**

Director Surratt made a motion to approve the check payment listing dated August 13, 2014. Vice President Lakey seconded the motion.

The vote was as follows:

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

Nays: None

Abstention: None

President Brown declared the motion passed unanimously.

CITIZEN'S OPEN FORUM

None.

DISCUSS, 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.

Mr. Fielder introduced this item informing the Board of the State Law requirements for the projects to be published in the newspaper for 60 days prior to expending the funds and to conduct a public hearing.

President Brown opened the Public Hearing at 7:15 p.m.

There were no comments.

President Brown closed the Public Hearing at 7:16 p.m.

There is no action needed for this item.

5. Discuss, direct, and consider action on purchasing a table sponsorship at the Arlington Chamber of commerce Annual Dinner and Business Meeting.

Mr. Fielder informed the Board the Mayor has accepted her nomination by the Arlington Chamber of Commerce and has asked the PEDC Board to consider this item. There are ten seats at each table and there was discussion of who would attend the event.

Director Surratt made a motion to approve the purchase of a table sponsorship at the Arlington Chamber of Commerce Annual Dinner and Business Meeting. Director Van Zandt seconded the motion.

The Vote was as follows:

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

Nays: None

Abstentions: None

President Brown declared the vote passed unanimously.

6. Discuss, direct, and consider action on the estimate for the trade show panels designed by the Trade Group.

Ms. Mundo informed the Board the samples were not received before the start of the meeting. This item will need to be placed on the next agenda. No action was taken.

PEDC MEMBER INQUIRY

Director Surratt inquired about a tour of the Arlington Chamber of Commerce.

President Brown would like a discussion on the Painting of the Park at the next meeting.

ADJOURNMENT

President Brown adjourned the regular session at 7:34 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: 08/27/2014

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:

NONE FOR THIS MEETING

Total \$ -

PURCHASE REQUISITIONS OVER \$1,000

NONE FOR THIS MEETING

Pantego Economic Development Corporation
Construction/ Operating Fund Budget for Fiscal Year 2013/2014
As of August 27, 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	\$ 2,436
Professional Services (EDC Consultant)	36,000	30,000
TOTAL PROFESSIONAL FEES	38,750	32,436
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	11,640
Sprinkler System Maintenance	500	45
General Maintenance and Repair (Bldg & Park)	12,000	5,300
Statue Maintenance Agreement	3,500	4,050
TOTAL MAINTENANCE	36,000	21,035
Other Training/Travel		
Miscellaneous	3,500	2,138
TOTAL OTHER	1,000	1,508
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	\$ 185,029
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)	\$ (117,563)
 ESTIMATED ENDING FUND BALANCE	 \$ 121,214	 \$ 296,118



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Pam Mundo, Consultant with Mundo and Associates
Date: 08/27/2014
Re: Trade Show Panels

Mrs. Mundo will discuss the trade show panels at the meeting. The proof is attached.

GRAPHIC INFORMATION BOX

CLIENT: Mundo & Associates
JOB #: PR026445
CONTACT: _____
CONTACT EMAIL: _____
PHONE: _____ X _____
DATE CREATED: 8-19-14
DUE DATE: 8-21-14

REP / AM: Claire / Nicolle
ARTIST: Ron
FILE NAME: P14 / Mundo & Assoc... / PR026445 / ... / fab... / digital / PR26445_33x82_Pantego-#.tif
PART #: DURATRACT - Projector-33
SIZE: 33.5 x 82.5 (78 live)
QUANTITY: 1 each

COLOR INFORMATION BOX

FILE TYPE & COLOR MODE

RGB tif file

SPOT COLOR(S)

MATERIAL

VELCRO BACKLIT
 MAGNET O/S:

PROCESS

INKJET _____
 VINYL _____
 OTHER _____



Heart of the Metroplex



- 20,000 cars/day on Park Row
- 29,000 cars/day on Bowen and Pioneer Parkway
- Close to UTA
- PantegoFest




- 107,000 person market - 3 mile
- Great dining & restaurants
- Unique shops & fun venues






- Great walkability
- Public investments to assist private sector growth
- Strong residential neighborhoods



33.5" w X 82.5" h
(78" visible area)

Red lines at top and bottom indicate ends of visible area. These lines will not print.

CUSTOMER PROOF

PLEASE check this proof carefully for errors and omissions. Your signature below constitutes acceptance of the example provided in this document. THE TRADE GROUP will begin production based on the signature below and will inform you of any changes in pricing due to further developments from your previously approved copy, according to both time and materials.

CUSTOMER SIGN-OFF _____

DATE _____

NOTES / CHANGES

COLORS
 QUANTITY
 SPELLING
 SIZES

Please match to previous graphics for this client if possible.



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Scott Williams, Public Works Director
Date: 08/27/2014
Re: Painting of the Park Equipment

Mr. Williams will deliver an update of the estimates and information for the Painting of the Park equipment and facilities.



PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Bill Brown and PEDC Board Members
From: Julie Arrington, City Secretary
Date: 08/27/2014
Re: Board Member Shirts

The PEDC Board has polo shirts with the logo and their name. These items are to be worn at the City functions; such as Ribbon Cuttings and Meet & Greets. I need to know the sizes of the members that need shirts and the Board needs to approve the expense of the shirts.