



Melody Paradise, Mayor  
Russell Brewster, Mayor Pro Tem

# AGENDA

## TOWN COUNCIL

### August 10, 2015

#### 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
  - Personnel Vacancies
  - Park Row Construction
  - PantegoFest 2015
  
2. Monthly Staff Reports
  - Finance: Monthly Investment, Interest Distribution, Fund Investment, General Fund Variance Analysis, General Fund Summarized Expenditure Variance Analysis, Water and Sewer Variance Analysis.
  - Public Safety: Public Safety Monthly Activity Report, Officer Activity Report, Criminal Investigation Report, Crime Statistics, Fire Department Monthly Activity Summary, Letters of Appreciation.
  - Public Works Department: Director's Update, Water and Sewer Billing Analysis Reports; Garbage and Recycling Billing Analysis.
  - Community Development: Certificate of Occupancies, Building Permits, Inspections, Construction Values, Contractor Registrations.
  - Municipal Court: Citations Issued, Warrants Issued, Monies Received.
  
3. 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.*
  
4. Approval and Acceptance of Minutes
  - Approval of Town Council Minutes:
    - Town Council minutes from July 27, 2015
  
  - Acceptance of Minutes of Boards and Commissions:
    - PEDC minutes from July 8, 2015

#### REGULAR SESSION 7:30 P. M.

#### CALL TO ORDER/WELCOME

INVOCATION BY: Councilmember Funderlic

#### PLEDGE OF ALLEGIANCE

#### MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

#### HONORS

- Proclamation Honoring Ana Tham for her life-saving efforts at the Waterford located in Pantego.
- Introduction of Kyle Sugg, Foreman, and Juan Carlos Rodriguez, Maintenance Worker I, to the Public Works Department.
- Introduction of Donna Stewart, Karen St. Valentine, and Cindy Pontley as Dispatchers to the Police Department

#### RECEPTION

#### 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.

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

5. Discuss and review the 2014 Ad Valorem Certified Tax Roll from the Tarrant County Appraisal District.
6. Discuss, direct, and consider action on a proposed Tax Year 2015 Ad Valorem tax rate to be voted upon and during the regularly scheduled Town Council Meeting on September 28, 2015 and after two scheduled public hearings on August 24, 2015 and September 14, 2015 at 7:30 p.m.
7. Discuss and Review the Budget for the Fiscal Year 2015-2016.

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 – Denitech Contract.
  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 Board and Commissions appointments.

### COUNCIL INQUIRY

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

### ADJOURNMENT

### CERTIFICATION

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Friday, August 7, 2015 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](http://www.townofpantego.com).





# City Manager's Report

**To:** Mayor Paradise and Members of the Town Council

**From:** Matt Fielder, City Manager

**Date:** August 10, 2015

## **Personnel Vacancies**

The Town currently has personnel vacancies for Police Officer, Dispatcher, and Support Services Specialist.

## **Park Row Water Line Project**

The waterline is complete. Paving work on the eastbound lanes should be complete by August 10<sup>th</sup>. There will be minor paving repairs conducted on the westbound lanes once the eastbound lanes are complete. Paving repairs in the intersection are scheduled for the weekend of August 21-23 during evening hours, in order to minimize traffic disruptions.

## **PantegoFest 2015**

Flair Events is working on the direct mail piece, which will be an update from the one used last year. Last year, they mailed it to 4,649 homes. The price quoted to do so this year is \$1,050.77. There is an option to mail it to an additional 2,600 homes located west of Fielder Road between Division and Pioneer, as well as west of Park Springs. Then cost for that is \$1,628.95.



# AGENDA BACKGROUND

**AGENDA ITEM:** Monthly Staff Reports

**Date:** August 10, 2015

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**PRESENTER:**

Matt Fielder, City Manager

**BACKGROUND:**

Staff reports on departmental activities on a monthly basis.

**FISCAL IMPACT:**

N/A

**RECOMMENDATION:**

Staff recommends approval of the reports as presented.

**ATTACHMENTS:**

- Finance Department Reports
- Public Safety Reports
- Public Works Reports
- Community Development Reports
- Municipal Court Reports

Director's Review: *JCA*  
City Manager's Review: \_\_\_\_\_



## ABOUT THIS REPORT

This report has been prepared by the Town of Pantego's Finance department. It is intended to provide users (internal and external) with information regarding the Town's financial position and economic activity. This report includes information for the period ending July 31, 2015.

The report is presented in four sections:

1. The **Monthly Investment Report** provides a summary of the Town's investment portfolio, interest earnings and a brief market outlook including the monthly cash and investment report. This report also includes a narrative of key operating trends affecting the fluctuation of cash inflows and outflows.
2. The **Budget Variance Analysis Report** for the General Fund and the Water and Sewer Fund provides current month and year-to-date budget variances for key revenue sources and expenditures by the function/department that comprises the General and Water and Sewer Funds.
3. The **Notes to the Budget Variance Analysis Report** contains a high level summary of the General and Water and Sewer Operating Funds using graphic illustrations. Narrative disclosures are included to highlight changes and fluctuations in key revenue sources and overall departmental expenditures. This section also provides a comparison of the current fiscal year budget projections to actual and comparisons of current year actual to results from the prior fiscal year.
4. The **Budget Summary of All Funds Report** contains an overview of all the budgeted funds of the Town. This section provides a comparison of budgeted revenues and expenditures to year-to-date actual results for each budgeted fund of the Town.

Please contact me if you would like additional information, and/or have comments or suggestions regarding this monthly report.

Ariel Carmona, CGFO  
Finance Director  
acarmona@townofpantego.com  
(817)617-3707

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**Town of Pantego**  
**Monthly Investment Report**  
**As of July 31, 2015**

Book Value of Pool Account, July 1, 2015 \$ 5,360,070

<b>Security</b>	<b>Purchase Date</b>	<b>Par</b>	<b>Maturity Date</b>	<b>Yield</b>	<b>Price</b>
Texpool	7/1/2015	\$ 5,360,070	7/31/2015	0.06%	\$ 1.00
Certificate of Deposits	2/26/2015	\$ 907,309	2/23/2017	0.69%	\$ 907,309

<b>Security</b>	<b>Beginning Book Value</b>	<b>Beginning Market Value</b>	<b>Net Change in Market Value</b>	<b>Ending Book Value</b>	<b>Ending Market Value</b>
Texpool	\$ 5,360,070	\$ 5,360,445	\$ (247,561)	\$ 5,112,629	\$ 5,112,884
Certificate of Deposits	907,309	907,309	0 00	907,309	907,309
<b>Total</b>	<b>\$ 6,267,379</b>	<b>\$ 6,267,754</b>	<b>\$ (247,561)</b>	<b>\$ 6,019,938</b>	<b>\$ 6,020,193</b>

**Pantego Economic Development Corp.**  
**Monthly Investment Report**  
**As of July 31, 2015**

Book Value of Pool Account, July 1, 2015 \$ 457,411

<b>Security</b>	<b>Purchase Date</b>	<b>Par</b>	<b>Maturity Date</b>	<b>Yield</b>	<b>Price</b>
Texpool	7/1/2015	\$ 457,411	7/31/2015	0.06%	\$ 1.00

<b>Security</b>	<b>Beginning Book Value</b>	<b>Beginning Market Value</b>	<b>Net Change in Market Value</b>	<b>Ending Book Value</b>	<b>Ending Market Value</b>
Texpool	\$ 457,411	\$ 457,439	\$ 47,746	\$ 505,155	\$ 505,185
<b>Total</b>	<b>\$ 457,411</b>	<b>\$ 457,439</b>	<b>\$ 47,746</b>	<b>\$ 505,155</b>	<b>\$ 505,185</b>

The above investment information is in compliance with Chapter 3.08 of the Pantego Municipal Code, the Public Funds Investment Act and conforms to Generally Accepted Accounting Principles.

  
 Matthew Fielder  
 City Manager

  
 Ariel Carmona  
 Finance Director

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# Interest Distribution Rep

Deposit	Withdrawal	Transfer	Multi Transaction	Vendor P
Reports	Report Scheduler	Report Access	Statements	Inqu
			Help / Contact Us	Update

## Interest Distribution Report

Interest Distribution Report

Generated: 08/03/2015

Settlement Date: 07/31/2015

Location : 79038  
 Location Name : TOWN OF PANTEGO

Only accounts earning interest during the prior month will show on this report. Those account balances can be viewed on the Summary Statement available under the Statements tab.

Pool Number/Name	Account Number	Account Name	Interest Amount	Month End Balance
449/TexPool	7903800001	GENERAL FUND	\$276.67	\$5,112,628.65
449/TexPool	7903800002	PANTEGO ECONOMIC DEVELOPMENT CORP	\$25.96	\$505,155.08
		TexPool Totals:	\$302.63	\$5,617,783.73
		Locations Totals	\$302.63	\$5,617,783.73

Only accounts earning interest during the prior month will show on this report. Those account balances can be viewed in the Summary Statement available under the Statements tab.



**Welcome to  
TexConnect**

**TEXPOOL**

Deposit	Withdrawal	Transfer	Multi Transaction	Vendor Payment	Maintenance
Reports	Report Scheduler	Report Access	Statements	Inquiry	Change Location
Help / Contact Us			Update Profile		Logout

## Pool Information

Location: 79038  
Town Of Pantego

### TexPool

Average Monthly rate for July	0.0630%
Average Monthly Dividend Factor for July	0.000001725
<b>Information as of</b>	August 2, 2015
Daily Net Yield	0.0669%
Dividend Factor	0.000001833
7 Day Net Yield	0.07%
Daily Assets	\$13,453,405,389.74
Weighted Average Maturity	49 days
Weighted Average Life	82 days
NAV	1.00005

### TexPool Prime

Average Monthly rate for July	0.1155%
Average Monthly Dividend Factor for July	0.000003165
<b>Information as of</b>	August 2, 2015
Daily Net Yield	0.1397%
Dividend Factor	0.000003828
7 Day Net Yield	0.13%
Daily Assets	\$1,104,047,634.83
Weighted Average Maturity	34 days
Weighted Average Life	55 days
NAV	1.00000

### Contact Information

Participant Services 1-866-839-7665

Performance quoted represents past performance which is no guarantee of future results. Investment return will vary. The value of an investment when redeemed may be worth more or less than the original cost. Current performance may be higher or lower than what is stated.

TOWN OF PANTEGO  
 CASH & INVESTMENTS REPORT  
 AS OF: JULY 31ST, 2015

FUND-ACCT. NO.	ACCOUNT NAME	CASH	CD'S	DISC NOTES	TEXPOOL	FUND TOTAL
GENERAL FUND						
100-0-000-102.00	CASH	130,804.57				
100-0-000-102.10	PETTY CASH	500.00				
100-0-000-102.20	CHANGE FUND - COURT	300.00				
100-0-000-102.30	CHANGE FUND - CITY HALL	105.00				
100-0-000-202.00	CERT OF DEPOSIT		252,755.95			
100-0-000-203.00	DISC NOTE #1			0.00		
100-0-000-204.00	TEXPOOL				1,885,351.84	
	TOTAL 100-GENERAL FUND	131,709.57	252,755.95	0.00	1,885,351.84	2,269,817.36
LONG TERM DEBT FUND						
	TOTAL 150-LONG TERM DEBT FUND	0.00	0.00	0.00	0.00	0.00
FIXED ASSETS FUND						
	TOTAL 175-FIXED ASSETS FUND	0.00	0.00	0.00	0.00	0.00
WATER AND SEWER FUND						
200-0-000-102.00	CASH	52,294.00				
200-0-000-102.10	PETTY CASH	0.00				
200-0-000-202.00	CERTIFICATE OF DEPOSIT		251,751.37			
200-0-000-203.00	DISCOUNT NOTE #1			0.00		
200-0-000-204.00	TEXPOOL				288,035.29	
	TOTAL 200-WATER AND SEWER FUND	52,294.00	251,751.37	0.00	288,035.29	592,080.66
CAPITAL PROJECTS FUND						
300-0-000-102.00	CASH	0.00				
300-0-000-202.00	CERT OF DEPOSITS		0.00			
300-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
300-0-000-204.00	TEXPOOL				54,248.46	
	TOTAL 300-CAPITAL PROJECTS FUND	0.00	0.00	0.00	54,248.46	54,248.46
INTEREST & SINKING FUND						
400-0-000-102.00	CASH	0.00				
400-0-000-202.00	CERT OF DEPOSITS		100,700.51			
400-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
400-0-000-204.00	TEXPOOL				217,656.79	
	TOTAL 400-INTEREST & SINKING FUND	0.00	100,700.51	0.00	217,656.79	318,357.30
STREET IMPVMT CONST FUND						
500-0-000-102.00	CASH	0.00				
500-0-000-202.00	CERT OF DEPOSITS		251,751.37			
500-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
500-0-000-204.00	TEXPOOL				514,588.01	
	TOTAL 500-STREET IMPVMT CONST FUND	0.00	251,751.37	0.00	514,588.01	766,339.38

TOWN OF PANTEGO  
 CASH & INVESTMENTS REPORT  
 AS OF: JULY 31ST, 2015

FUND-ACCT. NO.	ACCOUNT NAME	CASH	CD'S	DISC NOTES	TEXPOOL	FUND TOTAL
<b>PARK ROW PROJ FUND</b>						
550-0-000-204.00	TEXPOOL				1,241,250.73	
	TOTAL 550-PARK ROW PROJ FUND	0.00	0.00	0.00	1,241,250.73	1,241,250.73
<b>TRUST &amp; AGENCY FUND</b>						
650-0-000-102.00	CASH	76,211.39				
650-0-000-202.00	CERT OF DEPOSITS		0.00			
650-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
650-0-000-204.00	TEXPOOL				24,360.31	
	TOTAL 650-TRUST & AGENCY FUND	76,211.39	0.00	0.00	24,360.31	100,571.70
<b>WATER/SEWER CONSTRUCTION</b>						
700-0-000-102.00	CASH	0.00				
700-0-000-202.00	CERT OF DEPOSITS		0.00			
700-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
700-0-000-204.00	TEXPOOL				300,507.34	
	TOTAL 700-WATER/SEWER CONSTRUCTION	0.00	0.00	0.00	300,507.34	300,507.34
<b>INFRASTRUCTURE IMPVMT</b>						
750-0-000-102.00	CASH	0.00				
750-0-000-202.00	CERT OF DEPOSITS		0.00			
750-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
750-0-000-204.00	TEXPOOL				440,784.76	
	TOTAL 750-W/S INFRASTRUCTURE FUND	0.00	0.00	0.00	440,784.76	440,784.76
<b>PAYROLL IMPREST FUND</b>						
777-0-000-102.00	CASH	3,666.84				
	TOTAL 777-PAYROLL IMPREST FUND	3,666.84	0.00	0.00	0.00	3,666.84
<b>COURT SECURITY FUND</b>						
800-0-000-102.00	CASH	0.00				
800-0-000-202.00	CERT OF DEPOSITS		0.00			
800-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
800-0-000-204.00	TEXPOOL				24,458.10	
	TOTAL 800-COURT SECURITY FUND	0.00	0.00	0.00	24,458.10	24,458.10
<b>COURT TECHNOLOGY FUND</b>						
825-0-000-102.00	CASH	0.00				
825-0-000-202.00	CERT OF DEPOSITS		0.00			
825-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
825-0-000-204.00	TEXPOOL				62,628.47	
	TOTAL 825-COURT TECHNOLOGY FUND	0.00	0.00	0.00	62,628.47	62,628.47
<b>PANTEGOFEST</b>						
850-0-000-102.00	CASH	23,365.99				
850-0-000-102.20	CHANGE FUND	0.00				
850-0-000-204.00	TEXPOOL				6,746.24	
	TOTAL 850-PANTEGOFEST	23,365.99	0.00	0.00	6,746.24	30,112.23

TOWN OF PANTEGO  
 CASH & INVESTMENTS REPORT  
 AS OF: JULY 31ST, 2015

FUND-ACCT. NO.	ACCOUNT NAME	CASH	CD'S	DISC NOTES	TEXPOOL	FUND TOTAL
<b>SHAMBURGER MEMORIAL FUND</b>						
875-0-000-102.00	CASH	0.00				
875-0-000-202.00	CERT OF DEPOSITS		50,350.24			
875-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
875-0-000-204.00	TEXPOOL				31,142.77	
TOTAL 875-SHAMBURGER		0.00	50,350.24	0.00	31,142.77	81,493.01
<b>CARTWRIGHT LIBRARY FUND</b>						
880-0-000-102.00	CASH	0.00				
880-0-000-202.00	CERT OF DEPOSITS		0.00			
880-0-000-203.00	FHML MTG DISC NOTE #1			0.00		
880-0-000-204.00	TEXPOOL				20,869.54	
TOTAL 880-CARTWRIGHT LIBRARY FUND		0.00	0.00	0.00	20,869.54	20,869.54
<b>PEDC INTEREST &amp; SINKING</b>						
901-0-000-102.00	CASH	0.00				
901-0-000-206.10	TEXPOOL				229,888.48	
TOTAL 901-PEDC INTEREST & SINKING		0.00	0.00	0.00	229,888.48	229,888.48
<b>PEDC BOND RESERVE FUND</b>						
TOTAL 902-PEDC BOND RESERVE FUND		0.00	0.00	0.00	0.00	0.00
<b>PEDC OPERATING FUND</b>						
903-0-000-102.00	CASH	7,769.02				
903-0-000-102.10	PETTY CASH	0.00				
903-0-000-206.10	TEXPOOL				275,266.60	
TOTAL 903-PEDC OPERATING FUND		7,769.02	0.00	0.00	275,266.60	283,035.62
<b>PEDC ADMIN EXPENDITURE</b>						
TOTAL 904-DORMANT		0.00	0.00	0.00	0.00	0.00
<b>PEDC REDEMPTION FUND</b>						
TOTAL 905-DORMANT		0.00	0.00	0.00	0.00	0.00
<b>PEDC SALES TAX REVENUE</b>						
906-0-000-102.00	CASH	0.00				
906-0-000-206.10	TEXPOOL				0.00	
TOTAL 906-PEDC SALES TAX REVENUE		0.00	0.00	0.00	0.00	0.00
<b>ACCOUNTS PAYABLE IMPREST</b>						
TOTAL 999-DORMANT		0.00	0.00	0.00	0.00	0.00
<b>ALL FUNDS TOTAL</b>						
		295,016.81	907,309.44	0.00	5,617,783.73	6,820,109.98
		=====	=====	=====	=====	=====
<b>TOTAL CASH AND INVESTMENTS</b>						
		295,016.81			6,525,093.17	
		=====			=====	

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## TOWN OF PANTEGO GENERAL FUND REVENUE REPORT JULY 2015

## General Fund Variance Analysis

Revenues:	*-----CURRENT MONTH-----			*-----YEAR TO DATE-----			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	Remaining	%
Property Tax	\$ 14,025	\$ 20,000	\$ (5,975)	\$ 932,380	\$ 931,080	\$ 1,300	\$ 950,000	\$ 17,620	2%
Delinquent Tax Property	-	1,417	(1,417)	5,920	14,170	(8,250)	17,000	11,080	65%
Sales Tax	119,294	111,950	7,344	1,190,821	1,089,508	101,313	1,313,409	122,588	9%
Franchise Fee-Natural Gas	-	-	-	32,391	23,000	9,391	23,000	(9,391)	-41%
Franchise Fee-Communications	67	-	67	61,869	67,500	(5,631)	90,000	28,131	31%
Franchise Fee-Electricity	-	-	-	165,761	165,000	761	175,000	9,239	5%
Franchise Fee-Cable	-	-	-	10,349	9,333	1,016	14,000	3,651	26%
Franchise Fee-Water & Sewer	-	-	-	18,750	18,750	-	25,000	6,250	25%
Mixed Beverage Tax	4,047	3,500	547	11,860	10,500	1,360	14,000	2,140	15%
Warrant Charges	8,775	8,333	442	89,606	83,333	6,273	100,000	10,394	10%
FTA / City (Omni Base)	625	708	(83)	5,891	7,083	(1,192)	8,500	2,609	31%
Court Fines and Penalties	33,400	30,833	2,567	310,107	308,333	1,773	370,000	59,893	16%
Special Expense Fee	23,511	22,917	594	229,610	229,167	443	275,000	45,391	17%
Police Accident Reports	10	67	(56)	309	667	(358)	800	491	61%
Child Safety Guard Program	340	708	(368)	5,780	7,083	(1,303)	8,500	2,720	32%
Traffic Fees	503	625	(122)	4,623	6,250	(1,627)	7,500	2,877	38%
City Judicial Fee	218	250	(32)	2,159	2,500	(341)	3,000	841	28%
City Arrest Fees	1,503	1,625	(122)	14,659	16,250	(1,591)	19,500	4,841	25%
10% Serv. Fee from T&A	4,820	2,083	2,737	16,782	20,833	(4,051)	25,000	8,218	33%
Time Payment Fee	6,177	1,558	4,618	22,894	15,583	7,311	18,700	(4,194)	-22%
Planning and Zoning Fees	-	625	(625)	6,083	6,250	(167)	7,500	1,417	19%
Plan Review Fees	427	583	(157)	8,724	5,833	2,891	7,000	(1,724)	-25%
Building Permits	3,364	3,917	(553)	38,396	39,167	(770)	47,000	8,604	18%
Liquor Licenses	-	167	(167)	7,288	1,667	5,621	2,000	(5,288)	-264%
Contractor Registration Fee	1,525	917	608	12,000	9,167	2,833	11,000	(1,000)	-9%
Certificates of Occupancy	850	583	267	7,540	5,833	1,707	7,000	(540)	-8%
Clean & Show	40	25	15	680	250	430	300	(380)	-127%
Dog Tag Revenue	10	17	(7)	210	167	43	200	(10)	-5%
NSF Check Fees	-	2	(2)	35	21	14	25	(10)	-40%
Ambulance Revenue	14,420	10,000	4,420	111,823	100,000	11,823	120,000	8,177	7%
Fire Inspections	2,960	500	2,460	10,635	5,000	5,635	6,000	(4,635)	-77%
Park Rental Revenue	230	250	(20)	2,925	2,500	425	3,000	75	3%
Gas Royalty Revenue	-	667	(667)	5,073	6,667	(1,593)	8,000	2,927	37%
Copy Fees	-	4	(4)	-	42	(42)	50	50	100%
No Insurance Towing Fees	1,400	417	983	5,175	4,167	1,008	5,000	(175)	NA
Interest Revenue	277	458	(182)	2,664	4,583	(1,920)	5,500	2,836	52%
Other Revenue	3,080	1,667	1,413	9,921	16,667	(6,746)	20,000	10,079	50%
<b>Total Revenue Before Transfers</b>	<b>\$ 245,897</b>	<b>\$ 227,373</b>	<b>\$ 18,524</b>	<b>\$ 3,361,691</b>	<b>\$ 3,233,904</b>	<b>\$ 127,787</b>	<b>\$ 3,707,484</b>	<b>\$ 345,793</b>	<b>9%</b>

## TOWN OF PANTEGO GENERAL FUND EXPENSE REPORT JULY 2015

## General Fund Variance Analysis

Expenditures	*-----CURRENT MONTH-----			*-----YEAR TO DATE-----			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	Remaining	%
General & Administrative	\$ 50,956	\$ 57,647	\$ 6,691	\$ 517,469	\$ 548,216	\$ 30,747	\$ 687,445	\$ 169,976	25%
Public Works	45,212	47,924	2,712	409,588	444,442	34,854	551,402	141,813	26%
Community Development	9,147	10,107	961	92,804	104,084	11,280	126,497	33,693	27%
Police	112,210	112,422	212	960,133	1,011,169	51,036	1,235,908	275,775	22%
Fire	84,601	85,384	783	833,078	854,054	20,976	1,036,287	203,209	20%
Municipal Court	27,528	27,840	312	282,246	295,188	12,942	352,440	70,194	20%
Community Relations Board	39	-	(39)	10,555	11,500	945	11,500	945	8%
Special Events	-	-	-	8,877	8,500	(377)	8,500	(377)	-4%
<b>Total Expenditures</b>	<b>\$ 329,691</b>	<b>\$ 341,324</b>	<b>\$ 11,633</b>	<b>\$ 3,114,750</b>	<b>\$ 3,277,153</b>	<b>\$ 162,403</b>	<b>\$ 4,009,978</b>	<b>\$ 895,227</b>	<b>22%</b>

TOWN OF PANTEGO WATER AND SEWER REVENUE REPORT JULY 2015  
Water and Sewer Fund Variance Analysis

Revenue	*-----CURRENT MONTH-----			*-----YEAR TO DATE-----			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	Remaining	%
Sale of Water	\$ 45,815	\$ 39,167	\$ 6,648	\$ 343,253	\$ 367,667	\$ (24,414)	\$ 470,000	\$ 126,747	27%
Water Tap Fees	(350)	25	(375)	2,335	250	2,085	300	(2,035)	-678%
Sewer Service Charge Fee	32,764	29,583	3,181	292,518	300,833	(8,315)	355,000	62,482	18%
Sewer Tap Fees	300	21	279	700	208	492	250	(450)	-180%
Trash Collections	7,784	7,500	284	77,443	75,000	2,443	90,000	12,557	14%
Sales Tax on Trash Collections	636	619	17	6,328	6,188	141	7,425	1,097	15%
Recycling	2,061	2,125	(65)	20,482	21,250	(768)	25,500	5,018	20%
Sales Tax on Recycling	158	175	(17)	1,572	1,753	(181)	2,104	532	25%
Penalties	1,178	1,250	(72)	14,044	12,500	1,544	15,000	956	6%
N.S.F. Check Fees	30	33	(3)	210	333	(123)	400	190	48%
Adm. Serv. Charge / Sewer Impact	880	417	463	6,280	4,167	2,113	5,000	(1,280)	-26%
Interest Revenue	-	63	(63)	688	625	63	750	62	8%
Other Revenue	4,012	2,333	1,678	21,988	20,833	1,155	28,000	6,012	21%
Trash Contract Payable	(7,784)	(7,500)	(284)	(77,443)	(75,000)	(2,443)	(90,000)	(12,557)	14%
Sales Tax on Trash Collections Payable	(636)	(619)	(17)	(6,328)	(6,188)	(141)	(7,425)	(1,097)	15%
Recycling Contract Payable	(2,061)	(2,125)	65	(20,482)	(21,250)	768	(25,500)	(5,018)	20%
Sales Tax on Recycling Payable	(158)	(175)	17	(1,572)	(1,753)	181	(2,104)	(532)	25%
Total Revenue Before Transfers	\$ 84,629	\$ 72,892	\$ 11,737	\$ 682,017	\$ 707,417	\$ (25,400)	\$ 874,700	\$ 192,683	22%

TOWN OF PANTEGO INFRASTRUCTURE IMPROVEMENT FUND REPORT JULY 2015  
Water and Sewer Fund Variance Analysis

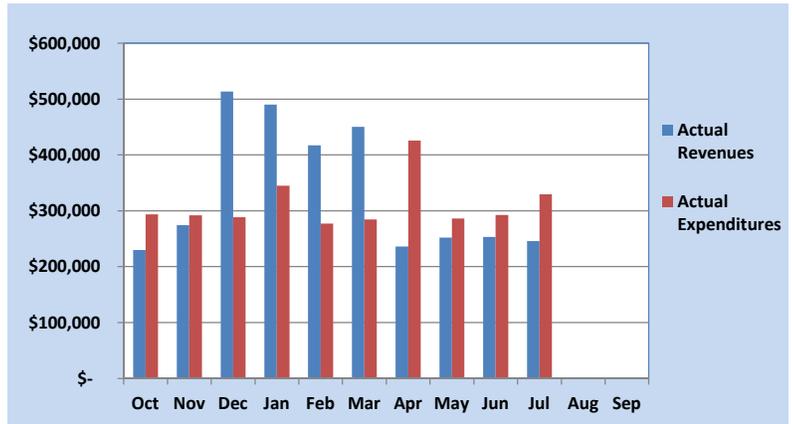
Revenue	*-----CURRENT MONTH-----			*-----YEAR TO DATE-----			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	Remaining	%
Infrastructure Improvements	\$ 25,001	\$ 20,000	\$ 5,001	\$ 249,610	\$ 260,000	\$ (10,390)	\$ 300,000	\$ 50,390	17%

TOWN OF PANTEGO WATER AND SEWER EXPENDITURE REPORT JULY 2015  
Water and Sewer Fund Variance Analysis

Expenses	*-----CURRENT MONTH-----			*-----YEAR TO DATE-----			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	Remaining	%
Water Expense	\$ 13,026	\$ 14,477	\$ 1,451	\$ 158,040	\$ 170,184	\$ 12,144	\$ 305,469	\$ 147,429	48%
Sewer Expense	54,053	58,874	4,821	229,914	246,316	16,402	391,984	162,070	41%
Total Expenses	\$ 67,079	\$ 73,351	\$ 6,272	\$ 387,954	\$ 416,500	\$ 28,546	\$ 697,453	\$ 309,499	44%

**OVERALL FUND PERFORMANCE**  
**FY 2015 GENERAL FUND REVENUES VS EXPENDITURES**

MONTH	Actual Revenues	Actual Expenditures	Change in Fund Balance Increase (Decrease)
Oct	\$ 229,668	\$ 293,492	\$ (63,824)
Nov	274,134	292,018	(17,884)
Dec	513,378	288,672	224,706
Jan	490,333	344,999	145,334
Feb	417,090	276,940	140,150
Mar	450,212	284,393	165,819
Apr	236,007	425,670	(189,663)
May	251,933	286,217	(34,284)
Jun	253,039	292,658	(39,619)
Jul	245,897	329,691	(83,794)
Aug			
Sep			
<b>TOTAL</b>	<b>\$ 3,361,691</b>	<b>\$ 3,114,750</b>	<b>\$ 246,941</b>
Budget	\$ 3,707,484	\$ 4,009,978	
Over/(under)	\$ (345,793)	\$ (895,228)	
YTD % collected & expensed	90.7%	77.7%	



**Revenues:**

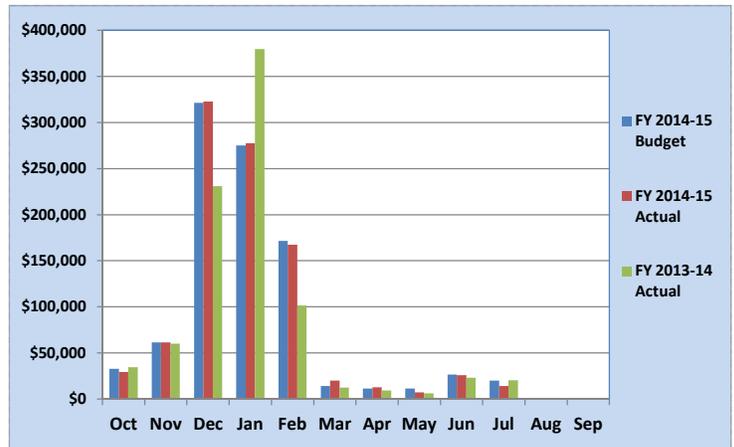
Total revenues in the General Fund as of July 31st totaled \$3,361,691. Total revenue for the same period last year totaled \$3,343,866; \$17,825 lower when compared to this year. However, when compared to this year's period projection of \$3,233,904, total revenue collected for the period is \$127,787 higher than anticipated. The increase comes as a result of higher than projected year to date collections of sales tax revenue.

**Expenditures:**

Expenditures in the General Fund as of July 31st totaled \$3,114,750; \$162,403 lower than projected for the period. Total expenditures for the same period last year totaled \$3,048,431; \$66,319 lower when compared to this year's total period expenditures. The difference may be attributable to the timing of capital purchases, vacancy savings and lower/higher than expected expenses.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 PROPERTY TAX (Current & Delinquent)**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 34,367	\$ 32,832	\$ 29,204	\$ (3,628)
Nov	60,066	61,417	61,371	(46)
Dec	230,830	321,417	322,907	1,490
Jan	379,898	275,000	277,595	2,595
Feb	101,435	171,417	167,342	(4,075)
Mar	12,374	13,917	19,958	6,041
Apr	9,103	11,417	12,848	1,431
May	6,061	11,417	7,255	(4,161)
Jun	22,934	26,417	25,795	(622)
Jul	20,219	20,000	14,025	(5,975)
Aug	2,027			
Sep	1,922			
<b>TOTAL</b>	<b>\$ 881,236</b>	<b>\$ 945,250</b>	<b>\$ 938,300</b>	<b>\$ (6,950)</b>
Budget	\$ 880,000		\$ 967,000	
Over/(under)	\$ 1,236		\$ (28,700)	
YTD % collected			97.0%	

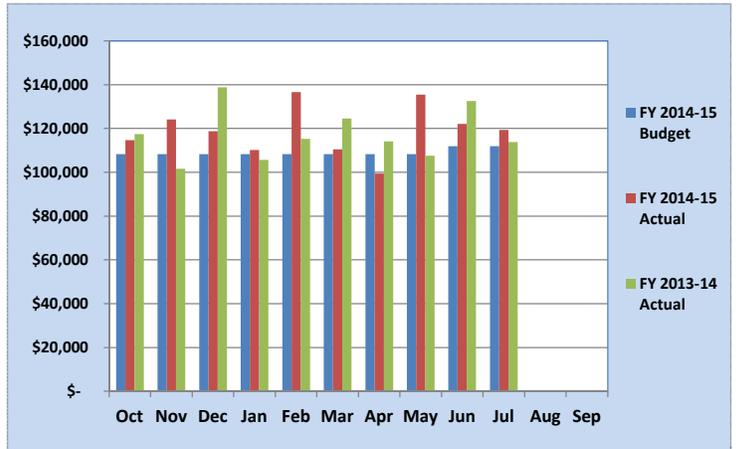


**Description:** Property tax is the second largest source of revenue for the General Fund. Property taxes are levied on both real and personal property according to the property's valuation and tax rate. The property tax rate for the Town of Pantego for FY 2015 is \$0.42 per \$100 valuation, unchanged from the prior fiscal year. Although the property tax remained unchanged, total revenue from property tax is expected to increase this fiscal year due to a slight increase in property values. The Tarrant County Tax Assessor Collector mails property tax statements the first week of October. Taxes are due by January 31. Taxes unpaid as of February 1 are considered late and therefore subject to penalty and interest fees.

**Analysis:** General fund property tax collections as of July 31st totaled \$938,300 or 97.0% of the FY 2015 property tax budgeted amount. Delinquent taxes did not meet period projections by \$8,250. Staff estimates this shortfall to total about \$10,000 by the end of the fiscal year. Delinquent tax collections are unstable and difficult to predict; current year budget was originally estimated based on historical collections in prior years.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 SALES AND USE TAX**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 117,450	\$ 108,201	\$ 114,681	\$ 6,480
Nov	101,605	108,201	124,068	15,867
Dec	138,744	108,201	118,757	10,556
Jan	105,673	108,201	110,090	1,889
Feb	115,203	108,201	136,546	28,345
Mar	124,540	108,201	110,404	2,203
Apr	114,075	108,201	99,359	(8,842)
May	107,566	108,201	135,502	27,301
Jun	132,526	111,950	122,121	10,171
Jul	113,790	111,950	119,294	7,344
Aug	114,681			
Sep	123,282			
<b>TOTAL</b>	<b>\$ 1,409,135</b>	<b>\$ 1,089,508</b>	<b>\$ 1,190,821</b>	<b>\$ 101,313</b>
Budget	\$ 1,281,969		\$ 1,313,409	
Over/(under)	\$ 127,166		\$ (122,588)	
YTD % collected			90.7%	

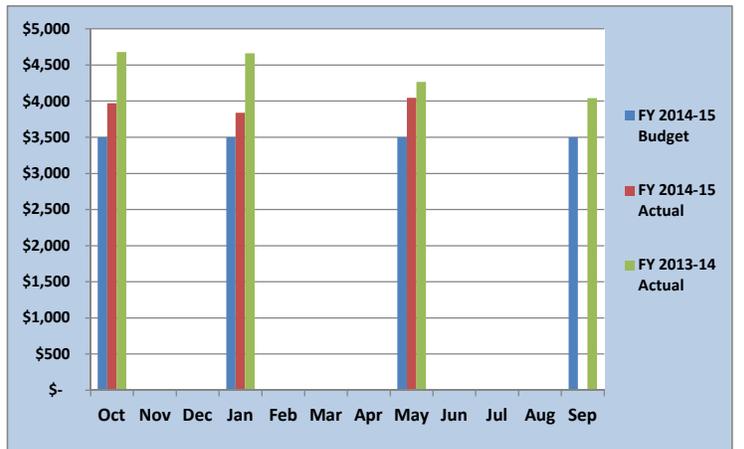


**Description:** Sales and use tax is a tax imposed on all retail sales, leases and rentals of most goods, as well as taxable services. The total sales tax rate levied within the Town is 8.25% (State 6.25%; Town 1.25%; Street Improvement 0.25%; PEDC 0.50%). Sales and use taxes are collected by the State Comptroller and are collected on sales made two months or more prior to the allocation payment date. As the largest source of revenue to the Town's General Fund, sales and use taxes are essential to the delivery of services to the community.

**Analysis:** Sales tax revenue through the end of July totaled \$1,190,821. Compared to sales tax revenue collected for the same period last year of \$1,171,172, this year's sale tax collections through July represent a \$19,649 increase. When compared to this year's period budget projection of \$1,089,508, sales tax revenue is \$101,313 higher than projected. In June Council approved a budget amendment to sales tax allowing it to be increased by \$15,000; from the original budgeted amount of \$1,298,409 to \$1,313,409.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 MIXED BEVERAGE TAX**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 4,681	\$ 3,500	\$ 3,972	\$ 472
Nov	-	-	-	-
Dec	-	-	-	-
Jan	4,661	3,500	3,841	341
Feb	-	-	-	-
Mar	-	-	-	-
Apr	-	-	-	-
May	4,267	3,500	4,047	547
Jun	-	-	-	-
Jul	-	-	-	-
Aug	-	-	-	-
Sep	4,044	3,500		
<b>TOTAL</b>	<b>\$ 17,653</b>	<b>\$ 14,000</b>	<b>\$ 11,860</b>	<b>\$ 1,360</b>
Budget	\$ 11,000		\$ 14,000	
Over/(under)	\$ 6,653		\$ (2,140)	
YTD % collected			84.7%	

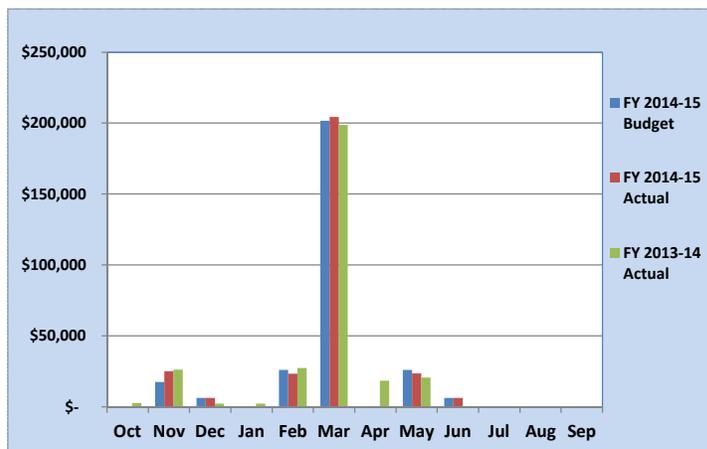


**Description:** Effective January 1, 2014 the gross receipts tax was lowered to 6.7% (previously 14%) and an 8.25% mixed beverage sales tax was added to the price of each mixed beverage sold. Following the end of each calendar quarter, the State Comptroller allocates a portion of the mixed beverage taxes received, both gross receipts and sales tax, to the county/city where the business is located. Mixed beverage tax allocation amounts are dependent upon the timing and accuracy of the taxpayers' returns and payments, but generally represent taxes remitted to the Comptroller's office during the calendar quarter immediately preceding the month the allocation is distributed.

**Analysis:** Collections of mixed beverage tax through the end of July totaled \$11,860; \$1,360 higher than projected for the period. However, compared to last year's revenue collection of \$4,267, this year's third quarter mixed beverage revenue decreased by \$547. As of the end of July, the Town collected about \$1,749 less in mixed beverage tax compared to same period collections from the prior fiscal year. The next mixed beverage quarterly payment for the months of July through September will be collected in October.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 FRANCHISE FEES**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 2,501	\$ -	\$ 313	\$ 313
Nov	26,240	17,333	24,966	7,633
Dec	2,122	6,250	6,256	6
Jan	2,170	-	73	73
Feb	27,162	26,000	23,239	(2,761)
Mar	198,730	201,750	204,383	2,633
Apr	18,228	-	69	69
May	20,492	26,000	23,498	(2,502)
Jun	-	6,250	6,256	6
Jul	-	-	67	67
Aug	24,031			
Sep	9,789			
<b>TOTAL</b>	<b>\$ 331,464</b>	<b>\$ 283,583</b>	<b>\$ 289,120</b>	<b>\$ 5,537</b>
Budget	\$ 327,000		\$ 327,000	
Over/(under)	\$ 4,464		\$ (37,880)	
YTD % collected			88.4%	

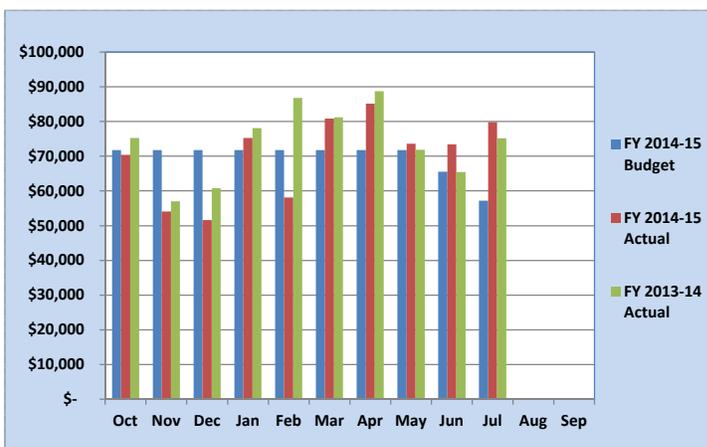


**Description:** Franchise fees are fees charged to specific industries conducting business within the Town. Utilities (electric, phone, gas and cable) that operate within the Town pay this fee for their use of the Town's right-of-way to run their utility lines. Franchise fee payments are based on a percentage of the utilities' gross receipts. Most utility companies pay quarterly with electricity paid yearly during the month of March. Franchise fees for FY 2015 represent nearly 9% of the total General Fund projected revenues and include franchise fees from electric, gas, cable and telecommunications utility companies.

**Analysis:** Revenue from franchise fees through July 31st totaled \$289,120; \$5,537 higher than projected for the period. Compared to last year revenue of \$297,644, this year's year to date revenue represents a decrease of \$8,525. The difference may be attributable to the timing of franchise collections from the different utilities.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 FINES & FORFEITURES**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 75,261	\$ 71,792	\$ 70,412	\$ (1,380)
Nov	57,019	71,792	54,055	(17,737)
Dec	60,736	71,792	51,640	(20,152)
Jan	78,089	71,792	75,232	3,440
Feb	86,792	71,792	58,164	(13,628)
Mar	81,185	71,792	80,877	9,085
Apr	88,776	71,792	85,143	13,351
May	71,867	71,792	73,597	1,805
Jun	65,458	65,541	73,416	7,875
Jul	75,144	57,206	79,883	22,677
Aug	51,879			
Sep	87,632			
<b>TOTAL</b>	<b>\$ 879,837</b>	<b>\$ 697,083</b>	<b>\$ 702,419</b>	<b>\$ 5,336</b>
Budget	\$ 861,500		\$ 836,500	
Over/(under)	\$ 18,337		\$ (134,081)	
YTD % collected			84.0%	

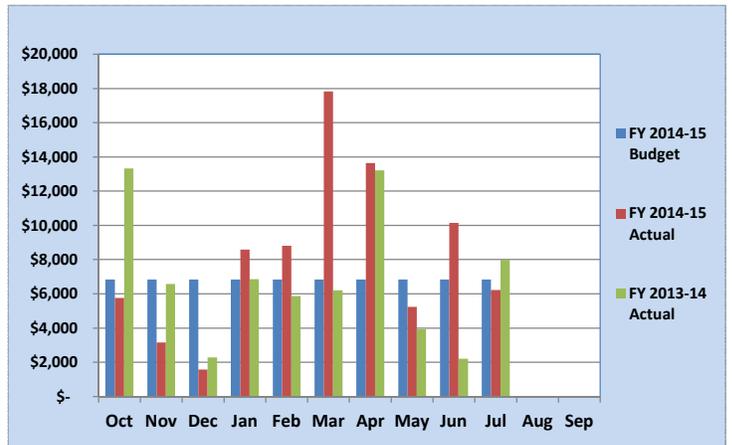


**Description:** Fines and forfeitures revenue for the Town include revenue from municipal court fines, warrant charges and other special assessment fees. Fines and related fees are assessed by the violation of local ordinances and state laws. For every dollar assessed, a percentage is recognized as fines or fees for the municipality and fees assessed by the State. The Town remits to the State of Texas the fees collected that the State assessed for itself. Court fines and fees represent 23.1% of the total revenue projection for the General Fund and also represents the third largest source of revenue for the General Fund.

**Analysis:** Fines and forfeiture collections are \$702,419 or 84.0% of budget as of July 31st. A budget amendment was approved by Council during the month of June, reducing the original budget projection from \$861,500 to \$836,500; a \$25,000 reduction. This reduction in budget has allowed the period projection (budget) to decrease. As a result, fines and forfeiture revenue through the end of July is on track to meeting the amended year end estimate.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 LICENSES & PERMITS**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 13,328	\$ 6,833	\$ 5,764	\$ (1,069)
Nov	6,579	6,833	3,151	(3,682)
Dec	2,286	6,833	1,580	(5,253)
Jan	6,861	6,833	8,576	1,743
Feb	5,872	6,833	8,801	1,968
Mar	6,198	6,833	17,821	10,988
Apr	13,211	6,833	13,632	6,799
May	3,941	6,833	5,235	(1,598)
Jun	2,213	6,833	10,145	3,312
Jul	7,997	6,833	6,216	(617)
Aug	4,555			
Sep	4,378			
<b>TOTAL</b>	<b>\$ 77,419</b>	<b>\$ 68,333</b>	<b>\$ 80,921</b>	<b>\$ 12,588</b>
Budget	\$ 83,050		\$ 82,000	
Over/(under)	\$ (5,631)		\$ (1,079)	
YTD % collected			98.7%	

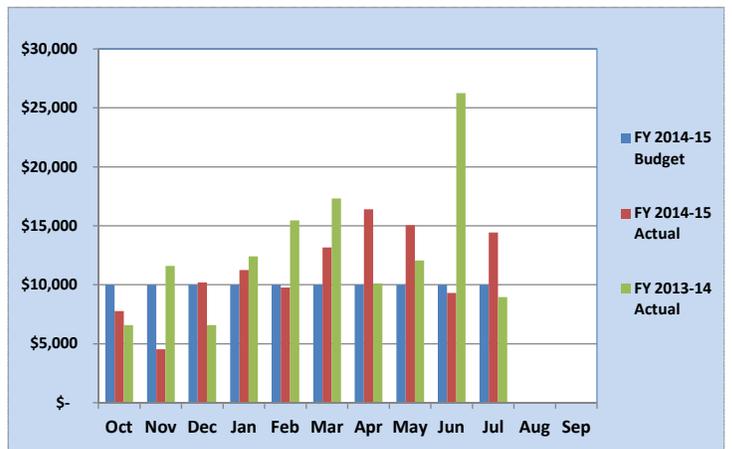


**Description:** Licenses and permits include revenue collected by the Town for services related to construction activity. It also includes project permits which cover all or partial construction (electrical, plumbing, mechanical, and certificate of occupancy fees), specific permits (fences, garage sale, electric, plumbing), and service fees (re-inspections and special inspections).

**Analysis:** Licenses and permits represent 2.2% of the total revenue projection for the General Fund. Compared to current year projections of \$68,333 through the end of July, revenue from licenses and permits are \$12,588 higher than projected for the period and \$12,435 higher when compared to the prior fiscal year.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 AMBULANCE REVENUE**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 6,580	\$ 10,000	\$ 7,758	\$ (2,242)
Nov	11,596	10,000	4,522	(5,478)
Dec	6,582	10,000	10,190	190
Jan	12,419	10,000	11,255	1,255
Feb	15,442	10,000	9,768	(232)
Mar	17,327	10,000	13,168	3,168
Apr	10,106	10,000	16,390	6,390
May	12,055	10,000	15,052	5,052
Jun	26,235	10,000	9,300	(700)
Jul	8,948	10,000	14,420	4,420
Aug	8,909			
Sep	7,354			
<b>TOTAL</b>	<b>\$ 143,553</b>	<b>\$ 100,000</b>	<b>\$ 111,823</b>	<b>\$ 11,823</b>
Budget	\$ 120,000		\$ 120,000	
Over/(under)	\$ 23,553		\$ (8,177)	
YTD % collected			93.2%	

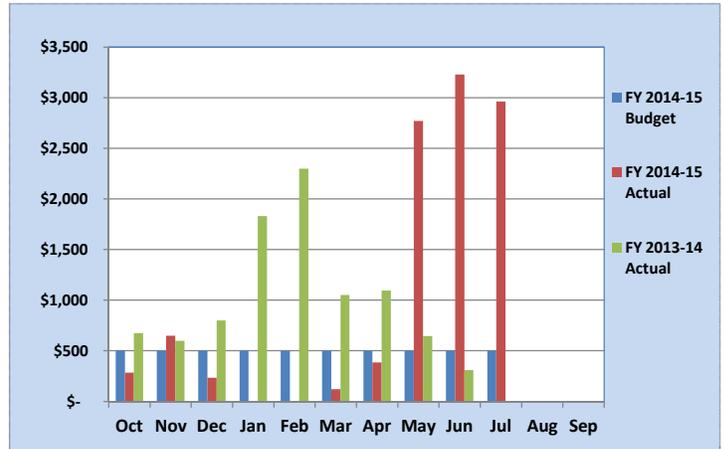


**Description:** This fee represents the revenue that is earned from providing emergency medical services to the Town of Pantego citizens. The fees help offset the cost of providing this service to the community.

**Analysis:** Revenues of \$111,823 through the end of July represent 93.2% of total projected ambulance revenue. Compared to last year revenue of \$127,291, current year revenue is \$15,468 lower than last year. However, compared to current year projections, ambulance services revenue is \$11,823 higher than the \$100,000 projected as of July 31st.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 FIRE INSPECTIONS**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 675	\$ 500	\$ 285	\$ (215)
Nov	600	500	650	150
Dec	800	500	235	(265)
Jan	1,830	500	-	(500)
Feb	2,300	500	-	(500)
Mar	1,050	500	120	(380)
Apr	1,095	500	385	(115)
May	645	500	2,770	2,270
Jun	310	500	3,230	2,730
Jul	-	500	2,960	2,460
Aug	25			
Sep	150			
<b>TOTAL</b>	<b>\$ 9,480</b>	<b>\$ 5,000</b>	<b>\$ 10,635</b>	<b>\$ 5,635</b>
Budget	\$ 6,000		\$ 6,000	
Over/(under)	\$ 3,480		\$ 4,635	
YTD % collected			177.3%	



**Description:** This revenue is collected by the Fire department for fire safety inspections.

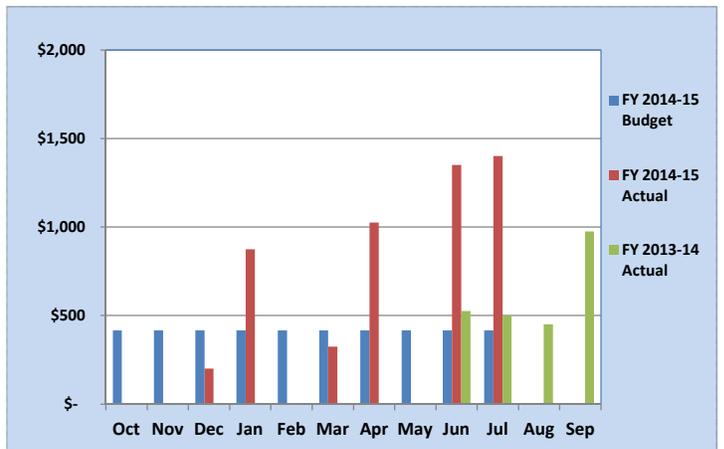
**Analysis:** Revenue from fire inspections through July 31st totaled \$10,635; \$5,635 over the \$5,000 projected for the period.

Compared to last year's period revenue of \$9,305, current year fire inspections revenue has increased by \$1,330.

The final implementation of the accounts receivable application during the month of June and the consequently accrual method of recording this source of revenue has brought in actual amounts to exceed original budget revenue projections. As of July 31st the receivable balance for fire inspections totaled \$3,350.

**REVENUE ANALYSIS - General Fund**  
**FY 2015 NO INSURANCE TOWING FEES**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ -	\$ 416	\$ -	\$ (416)
Nov	-	416	-	(416)
Dec	-	416	200	(216)
Jan	-	417	875	458
Feb	-	417	-	(417)
Mar	-	417	325	(92)
Apr	-	417	1,025	608
May	-	417	-	(417)
Jun	525	417	1,350	933
Jul	500	417	1,400	983
Aug	450			
Sep	975			
<b>TOTAL</b>	<b>\$ 2,450</b>	<b>\$ 4,167</b>	<b>\$ 5,175</b>	<b>1,008</b>
Budget	\$ -		\$ 5,000	
Over/(under)	\$ 2,450		\$ 175	
YTD % collected			103.5%	

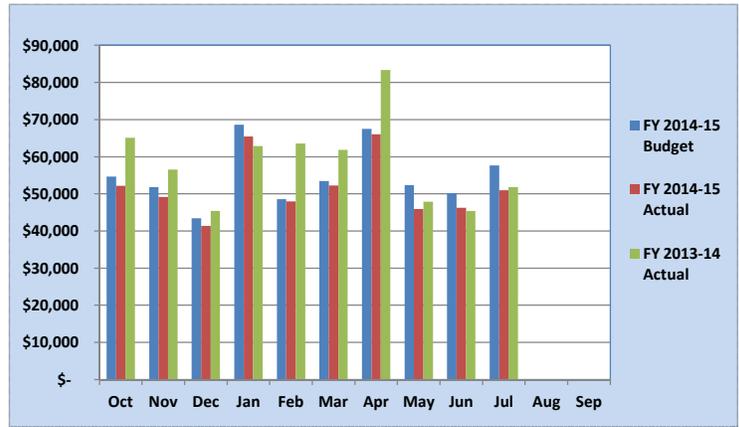


**Description:** Town Council approved an ordinance allowing the Police department to impound vehicles whose drivers failed to provide proof of liability insurance. An administrative fee of \$25 per vehicle was authorized to be assessed to the owner of such vehicle. The Town currently holds a contract with a local towing company; the company collects the \$25 administrative fee and forwards this pass-through amount to the Town.

**Analysis:** As mentioned in prior reports, staff did not anticipate to meet FY15 revenue projections of \$20,000 from this revenue source. A budget amendment was approved by the Town Council in June that reduced the original budget of \$20,000 to \$5,000. As of July 31st, the Town has met the adjusted year end projection.

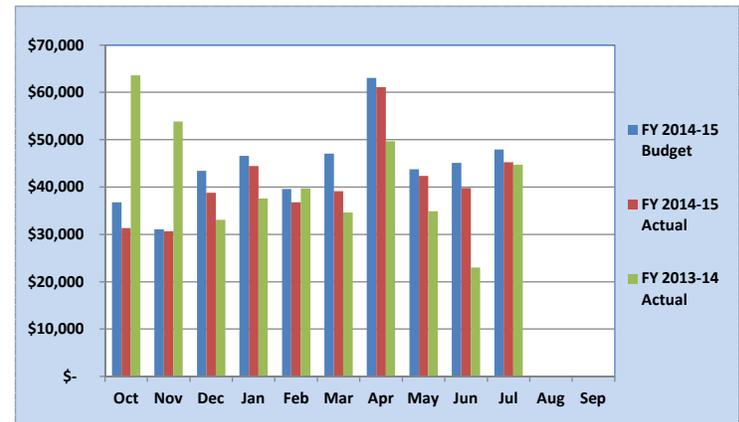
**EXPENDITURES ANALYSIS BY FUNCTION - General Fund**  
**General and Administrative**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 65,081	\$ 54,629	\$ 52,134	\$ 2,495
Nov	56,558	51,831	49,177	2,654
Dec	45,395	43,445	41,414	2,031
Jan	62,855	68,642	65,427	3,215
Feb	63,541	48,588	47,934	654
Mar	61,869	53,444	52,223	1,221
Apr	83,367	67,526	66,069	1,457
May	47,893	52,310	45,922	6,388
Jun	45,395	50,154	46,213	3,941
Jul	51,852	57,647	50,956	6,691
Aug	56,952			
Sep	69,563			
<b>TOTAL</b>	<b>\$ 710,321</b>	<b>\$ 548,216</b>	<b>\$ 517,469</b>	<b>\$ 30,747</b>
Budget	\$ 741,782		\$ 687,445	
Over/(under)	\$ (31,461)		\$ (169,976)	
YTD% expensed			75.3%	



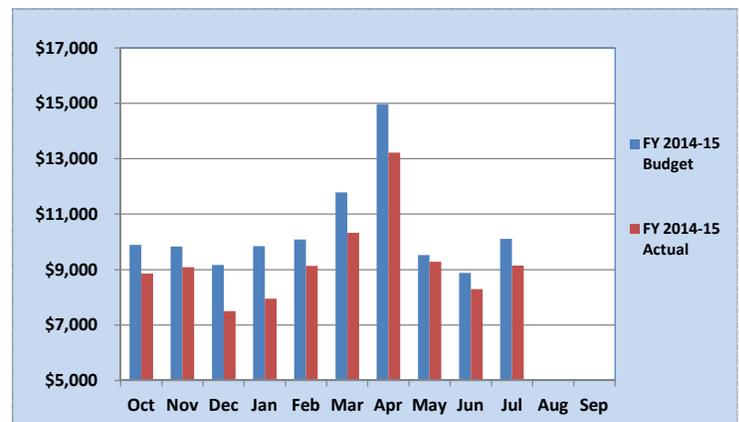
**EXPENDITURES ANALYSIS BY FUNCTION - General Fund**  
**Public Works**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 63,600	\$ 36,791	\$ 31,310	\$ 5,481
Nov	53,865	31,054	30,679	375
Dec	33,110	43,412	38,776	4,637
Jan	37,603	46,578	44,408	2,170
Feb	39,745	39,616	36,767	2,849
Mar	34,638	47,056	39,156	7,900
Apr	49,664	63,076	61,117	1,959
May	34,861	43,795	42,336	1,458
Jun	22,998	45,140	39,827	5,313
Jul	44,721	47,924	45,212	2,712
Aug	34,085			
Sep	73,599			
<b>TOTAL</b>	<b>\$ 522,488</b>	<b>\$ 444,442</b>	<b>\$ 409,588</b>	<b>\$ 34,854</b>
Budget	\$ 581,228		\$ 551,401	
Over/(under)	\$ (58,740)		\$ (141,813)	
YTD% expensed			74.3%	



**EXPENDITURES ANALYSIS BY FUNCTION - General Fund**  
**Community Development**

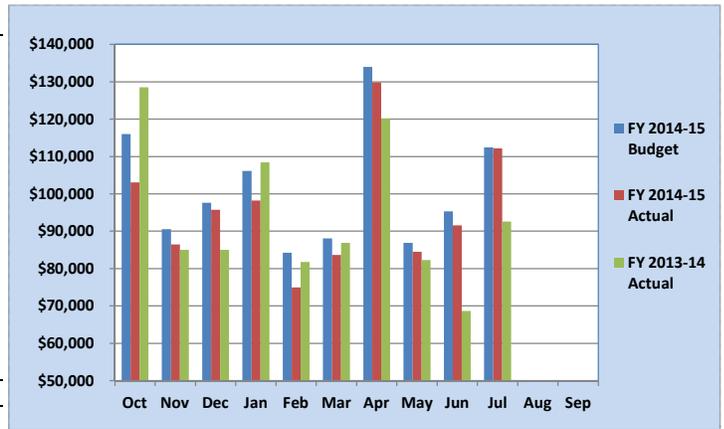
MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ -	\$ 9,895	\$ 8,859	\$ 1,036
Nov	-	9,837	9,089	748
Dec	-	9,162	7,504	1,658
Jan	-	9,840	7,949	1,891
Feb	-	10,080	9,130	951
Mar	-	11,789	10,325	1,464
Apr	-	14,967	13,223	1,744
May	-	9,523	9,284	238
Jun	-	8,884	8,293	591
Jul	-	10,107	9,147	961
Aug	-			
Sep	-			
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 104,084</b>	<b>\$ 92,803</b>	<b>\$ 11,281</b>
Budget			\$ 126,496	
Over/(under)			\$ (33,693)	
YTD% expensed			73.4%	



**EXPENDITURES ANALYSIS BY FUNCTION - General Fund**

**Police Department**

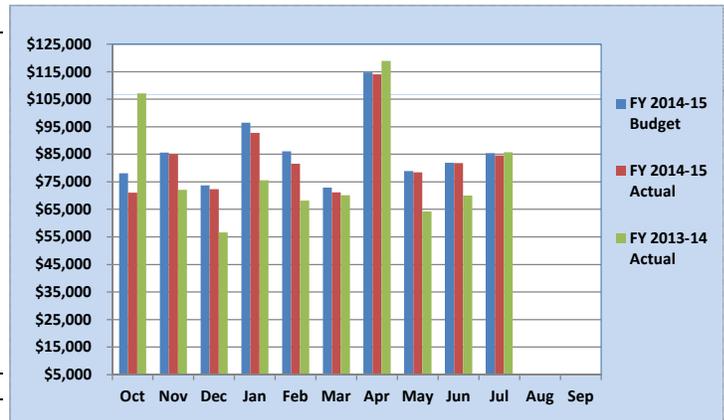
MONTH	FY 2013-14	FY 2014-15	FY 2014-15	Variance
	Actual	Budget	Actual	Favorable (Unfavorable)
Oct	\$ 128,523	\$ 116,033	\$ 103,027	\$ 13,006
Nov	85,023	90,549	86,444	4,105
Dec	84,987	97,580	95,726	1,855
Jan	108,468	106,129	98,220	7,909
Feb	81,808	84,230	74,966	9,264
Mar	86,915	88,072	83,633	4,439
Apr	120,201	133,956	129,811	4,145
May	82,306	86,920	84,524	2,396
Jun	68,698	95,278	91,572	3,706
Jul	92,592	112,422	112,210	212
Aug	82,303			
Sep	116,816			
<b>TOTAL</b>	<b>\$ 1,138,640</b>	<b>\$ 1,011,169</b>	<b>\$ 960,133</b>	<b>\$ 51,036</b>
Budget	\$ 1,199,054		\$ 1,235,908	
Over/(under)	\$ (60,414)		\$ (275,775)	
YTD% expensed			77.7%	



**EXPENDITURES ANALYSIS BY FUNCTION - General Fund**

**Fire Department**

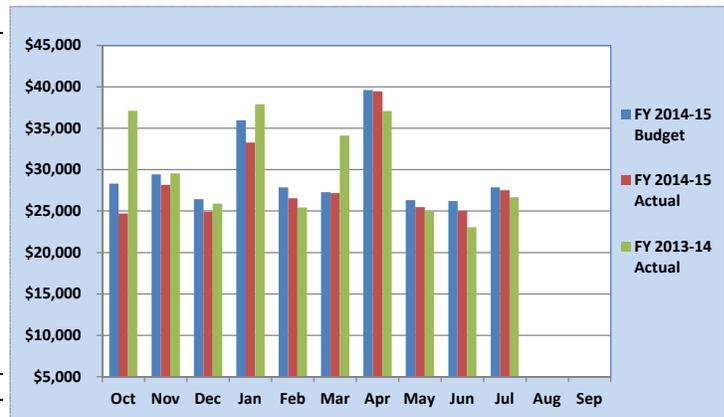
MONTH	FY 2013-14	FY 2014-15	FY 2014-15	Variance
	Actual	Budget	Actual	Favorable (Unfavorable)
Oct	\$ 107,084	\$ 78,136	\$ 71,099	\$ 7,037
Nov	72,154	85,601	85,089	512
Dec	56,611	73,773	72,301	1,472
Jan	75,569	96,470	92,841	3,629
Feb	68,184	86,138	81,581	4,557
Mar	70,148	72,944	71,192	1,752
Apr	118,947	114,709	114,096	613
May	64,192	78,976	78,512	465
Jun	70,073	81,922	81,766	157
Jul	85,700	85,384	84,601	783
Aug	72,740			
Sep	113,418			
<b>TOTAL</b>	<b>\$ 974,820</b>	<b>\$ 854,054</b>	<b>\$ 833,078</b>	<b>\$ 20,976</b>
Budget	\$ 970,290		\$ 1,036,287	
Over/(under)	\$ 4,530		\$ (203,209)	
YTD% expensed			80.4%	



**EXPENDITURES ANALYSIS BY FUNCTION - General Fund**

**Municipal Court**

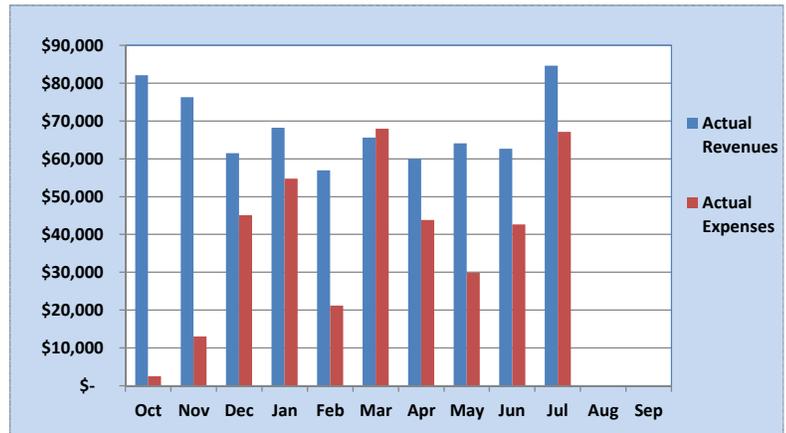
MONTH	FY 2013-14	FY 2014-15	FY 2014-15	Variance
	Actual	Budget	Actual	Favorable (Unfavorable)
Oct	\$ 37,104	\$ 28,302	\$ 24,727	\$ 3,575
Nov	29,562	29,443	28,182	1,261
Dec	25,905	26,425	24,888	1,537
Jan	37,889	35,951	33,267	2,684
Feb	25,425	27,845	26,562	1,283
Mar	34,119	27,275	27,183	92
Apr	37,062	39,591	39,444	147
May	25,026	26,321	25,462	859
Jun	23,054	26,195	25,003	1,193
Jul	26,663	27,840	27,528	312
Aug	25,604			
Sep	34,597			
<b>TOTAL</b>	<b>\$ 362,011</b>	<b>\$ 295,188</b>	<b>\$ 282,246</b>	<b>\$ 12,943</b>
Budget	\$ 371,232		\$ 352,441	
Over/(under)	\$ (9,221)		\$ (70,195)	
YTD% expensed			80.1%	



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**OVERALL FUND PERFORMANCE**  
**WATER AND SEWER OPERATING FUND REVENUES VS EXPENSES**

MONTH	Actual Revenues	Actual Expenses	Change in Net Position Increase (Decrease)
Oct	\$ 82,098	\$ 2,536	\$ 79,562
Nov	76,266	13,016	63,250
Dec	61,461	45,068	16,393
Jan	68,217	54,764	13,453
Feb	56,972	21,168	35,804
Mar	65,638	67,979	(2,341)
Apr	60,005	43,834	16,171
May	64,106	29,892	34,214
Jun	62,625	42,617	20,008
Jul	84,629	67,079	17,550
Aug			
Sep			
<b>TOTAL</b>	<b>\$ 682,017</b>	<b>\$ 387,953</b>	<b>\$ 294,063</b>
<i>Budget</i>	<i>\$ 874,700</i>	<i>\$ 697,453</i>	
<i>Over/(under)</i>	<i>\$ (192,683)</i>	<i>\$ (309,500)</i>	
<i>YTD % collected &amp; expensed</i>	<i>78.0%</i>	<i>55.6%</i>	



**Revenues:**

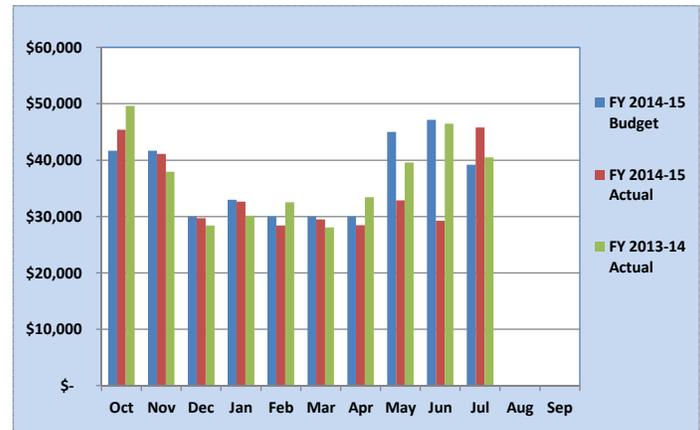
Revenues include collections from the sale of water, sewer service charge, late fees, admin service fees, interest earnings and other revenue. The Infrastructure Improvement fee is accounted for separately and therefore not included in this analysis. Water and Sewer operating fund revenues totaled \$682,017 as of July 31st. Compared to last year, revenues for the same period totaled \$713,813; about \$31,797 higher than the current fiscal year. Overall current period projections from water and sewer revenue operations through the end of July were not met by \$25,400.

**Expenses:**

Expenses through July 31st totaled \$387,953; approximately \$3,340 higher than last year's period expenses of \$384,614. The difference may be attributable to the timing of maintenance, repairs and capital purchases.

**REVENUE ANALYSIS - Water and Sewer Operating Fund**  
**FY 2015 WATER SALES**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 49,655	\$ 41,667	\$ 45,424	\$ 3,757
Nov	37,960	41,666	41,114	(552)
Dec	28,402	30,000	29,726	(274)
Jan	30,185	33,000	32,651	(349)
Feb	32,541	30,000	28,413	(1,587)
Mar	28,098	30,000	29,493	(507)
Apr	33,413	30,000	28,462	(1,538)
May	39,571	45,000	32,892	(12,108)
Jun	46,465	47,167	29,263	(17,904)
Jul	40,468	39,167	45,815	6,648
Aug	53,787			
Sep	43,337			
<b>TOTAL</b>	<b>\$ 463,881</b>	<b>\$ 367,667</b>	<b>\$ 343,253</b>	<b>\$ (24,414)</b>
<i>Budget</i>	<i>\$ 520,000</i>		<i>\$ 470,000</i>	
<i>Over/(under)</i>	<i>\$ (56,119)</i>		<i>\$ (126,747)</i>	
<i>YTD % collected</i>			<i>73.0%</i>	

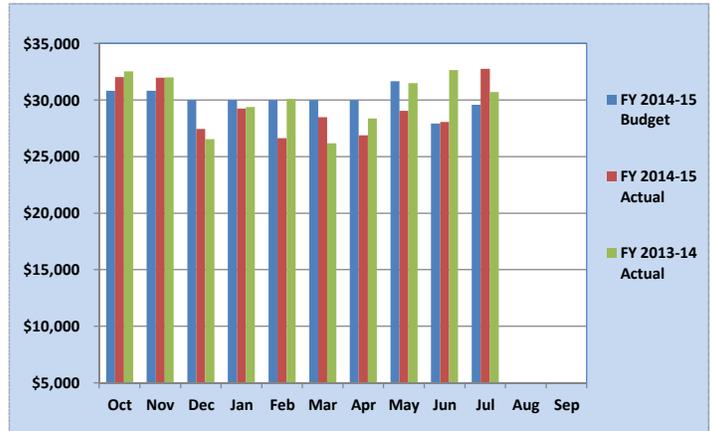


**Description:** The Town of Pantego owns and operates a water system. Utility customer service bills and collects revenue from the sale of potable water to residential, commercial and mobile dwellings. Water sales are highly dependent upon weather conditions, therefore, revenue trends and projections are difficult to predict.

**Analysis:** A budget amendment adjusting water sales by \$30,000 was approved by the Town Council in June. The budget was reduced from the originally budget amount of \$500,000 to \$470,000. Through the end of July, revenue from the sale of water is still under budget by \$24,414. Staff anticipates this deficit gap to get closer to the adjusted year end projection of \$470,000 as we get closer to completing the current fiscal year.

**REVENUE ANALYSIS - Water and Sewer Operating Fund  
FY 2015 SEWER SERVICE CHARGE**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 32,541	\$ 30,833	\$ 32,028	\$ 1,195
Nov	32,012	30,833	31,969	1,136
Dec	26,546	30,000	27,441	(2,559)
Jan	29,393	30,000	29,245	(755)
Feb	30,098	30,000	26,615	(3,385)
Mar	26,178	30,000	28,475	(1,525)
Apr	28,377	30,000	26,888	(3,112)
May	31,502	31,667	29,037	(2,630)
Jun	32,659	27,917	28,056	139
Jul	30,709	29,583	32,764	3,181
Aug	33,786			
Sep	26,299			
<b>TOTAL</b>	<b>\$ 360,099</b>	<b>\$ 300,833</b>	<b>\$ 292,518</b>	<b>\$ (8,315)</b>
Budget	\$ 375,000		\$ 355,000	
Over/(under)	\$ (14,901)		\$ (62,482)	
YTD % collected			82.4%	

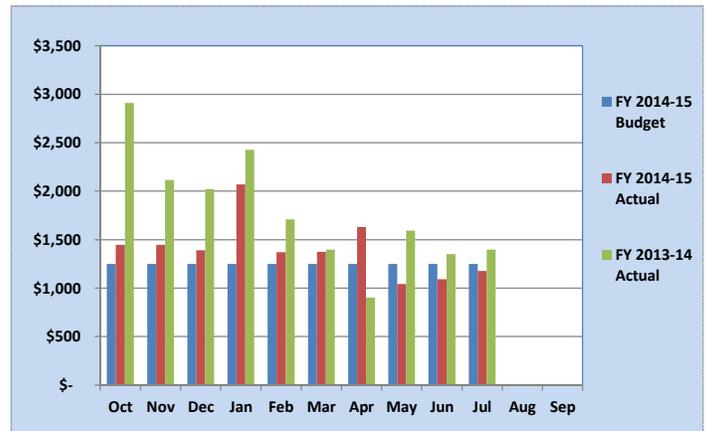


**Description:** Utility customer service bills and collects revenue from the disposal of sewer discharge for residential, commercial and mobile dwellings. The Town of Pantego has contracts with the City of Fort Worth and the City of Arlington for the treatment of wastewater. These contracts require the Town to pay varying amounts based on the costs associated with the wastewater treated. As with water sales, sewer service charges are highly dependent upon weather conditions, therefore, revenue trends are more difficult to predict.

**Analysis:** Revenue collections from sewer service charges through July 31st failed to meet projections by \$8,315. A budget amendment was approved by Council during the month of June adjusting down sewer charge revenue projections from the original budget of \$370,000 to \$355,000. Staff anticipates this deficit gap to decrease as we get closer to the end of the fiscal year.

**REVENUE ANALYSIS - Water and Sewer Operating Fund  
FY 2015 LATE PAYMENT FEES**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 2,909	\$ 1,250	\$ 1,447	\$ 197
Nov	2,117	1,250	1,448	198
Dec	2,022	1,250	1,390	140
Jan	2,427	1,250	2,071	821
Feb	1,710	1,250	1,371	121
Mar	1,396	1,250	1,373	123
Apr	903	1,250	1,631	381
May	1,596	1,250	1,044	(206)
Jun	1,352	1,250	1,091	(159)
Jul	1,397	1,250	1,178	(72)
Aug	1,127			
Sep	1,589			
<b>TOTAL</b>	<b>\$ 20,545</b>	<b>\$ 12,500</b>	<b>\$ 14,045</b>	<b>\$ 1,545</b>
Budget	\$ 15,000		\$ 15,000	
Over/(under)	\$ 5,545		\$ (955)	
YTD % collected			93.6%	

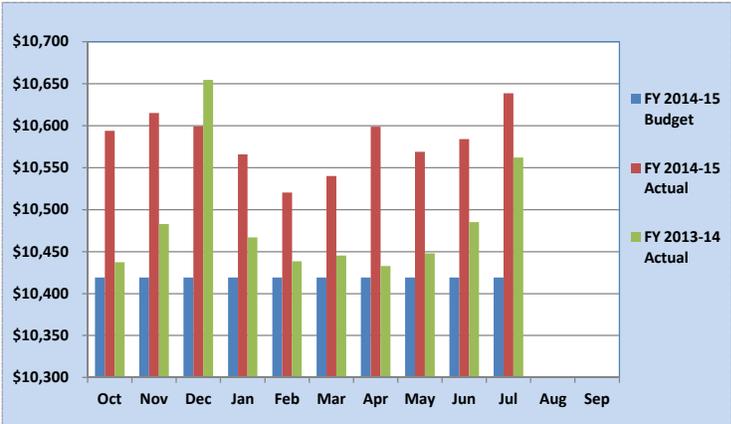


**Description:** All bills for monthly water, sewer and trash services are due upon receipt and are considered delinquent after the billing due date with a 10% of the balance due to be charged if payment in full is not received by the Town. In the event of delinquency in payment of the monthly service charges beyond 30 days after the date of billing, service is disconnected after two (2) days' notice to the customer. A fee is charged and collected for reconnection and restoration of service, as well as all unpaid billings plus penalties, before service is restored.

**Analysis:** Revenue from late fees through the end of July was \$1,545 higher than projected. However, compared to last year's actual revenue from late payments fees of \$17,829, collections this year for the same period are \$3,784 lower. This may come as a result of citizens paying their utility bill on time and the collection efforts of the utility billing department.

**REVENUE ANALYSIS - Water and Sewer Operating Fund  
FY 2015 GARBAGE & RECYCLING**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 10,438	\$ 10,419	\$ 10,594	\$ 175
Nov	10,483	10,419	10,615	196
Dec	10,654	10,419	10,599	180
Jan	10,467	10,419	10,566	147
Feb	10,438	10,419	10,520	101
Mar	10,445	10,419	10,540	121
Apr	10,433	10,419	10,599	180
May	10,448	10,419	10,569	150
Jun	10,485	10,419	10,584	165
Jul	10,562	10,419	10,639	220
Aug	10,561			
Sep	10,568			
<b>TOTAL</b>	<b>\$ 125,982</b>	<b>\$ 104,190</b>	<b>\$ 105,825</b>	<b>\$ 1,635</b>
Budget	\$ 130,700		\$ 125,029	
Over/(under)	\$ (4,718)		\$ (19,204)	
YTD % collected			84.6%	



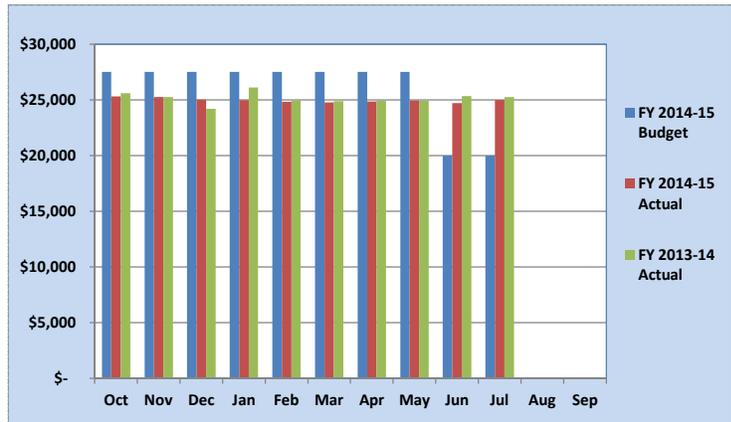
**Garbage & Recycling Fees**

**Description:** Revenue collected from garbage and recycling fees are charged for the residential and the commercial solid waste collection services. The Town of Pantego outsources this service, therefore the revenue collected through utility billing serves to cover the cost of the service to the Town.

**Analysis:** Garbage and recycling revenue collections through July 31st exceeded projections by \$1,635. Compared to last year's revenue of \$104,853, actual collections this year of \$105,825 reflect an increase of \$972. Even though the number of garbage and recycling accounts remain almost unchanged, the cost of the garbage and recycling services to the Town increased slightly this year.

**REVENUE ANALYSIS - Water and Sewer - Infrastructure Fund  
FY 2015 INFRASTRUCTURE IMPROVEMENT FEES**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 25,603	\$ 27,500	\$ 25,318	\$ (2,182)
Nov	25,248	27,500	25,245	(2,255)
Dec	24,184	27,500	25,009	(2,491)
Jan	26,104	27,500	24,968	(2,532)
Feb	24,940	27,500	24,813	(2,687)
Mar	24,889	27,500	24,758	(2,742)
Apr	24,915	27,500	24,847	(2,653)
May	24,915	27,500	24,936	(2,564)
Jun	25,322	20,000	24,715	4,715
Jul	25,252	20,000	25,001	5,001
Aug	25,594			
Sep	23,147			
<b>TOTAL</b>	<b>\$ 300,113</b>	<b>\$ 260,000</b>	<b>\$ 249,610</b>	<b>\$ (10,390)</b>
Budget	\$ 330,000		\$ 300,000	
Over/(under)	\$ (29,887)		\$ (50,390)	
YTD % collected			83.2%	



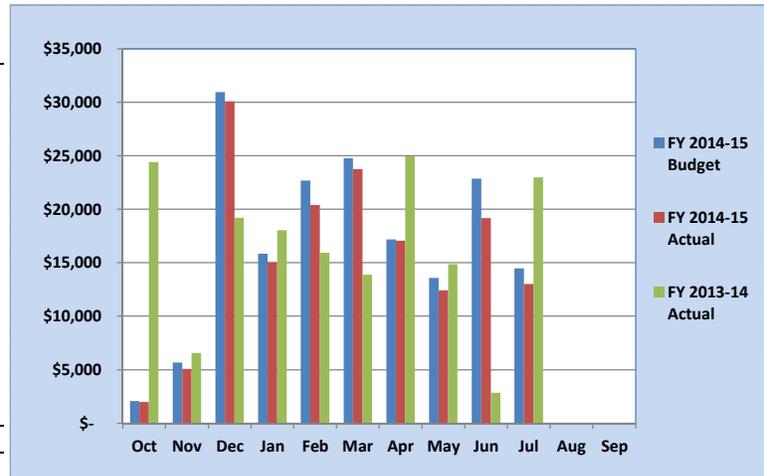
**Infrastructure Improvement Fee:**

**Description:** The object of the infrastructure improvement fee is to generate revenue from water sales by applying a specific charge that is based on the amounts of water each consumer consumes, and use it to pay for the water and sewer infrastructure projects identified by the water study commissioned by the Town Council in 2011.

**Analysis:** The budget was amended in the month of June to reflect an anticipated revenue of \$300,000; \$30,000 less than the originally budgeted amount of \$330,000. As of July 31st, the deficit gap appears to have decreased to \$10,390. Staff anticipates the adjusted budget of \$300,000 for this revenue source will be met by the end of the fiscal year.

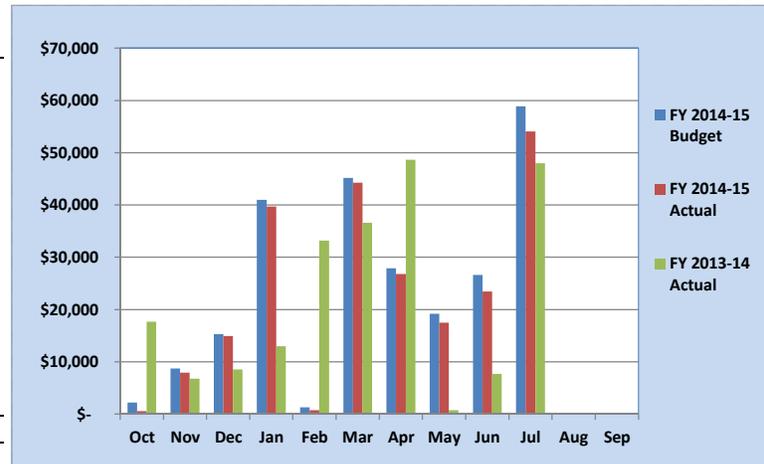
**EXPENSE ANALYSIS BY FUNCTION - Water and Sewer Operating Fund  
Water Department**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 24,410	\$ 2,083	\$ 1,975	\$ 108
Nov	6,560	5,656	5,073	583
Dec	19,214	30,967	30,108	859
Jan	18,043	15,857	15,039	818
Feb	15,934	22,703	20,394	2,309
Mar	13,888	24,789	23,766	1,023
Apr	24,953	17,180	17,056	124
May	14,864	13,595	12,427	1,167
Jun	2,849	22,877	19,175	3,702
Jul	22,989	14,477	13,026	1,451
Aug	3,753			
Sep	134,477			
<b>TOTAL</b>	<b>\$ 301,935</b>	<b>\$ 170,184</b>	<b>\$ 158,040</b>	<b>\$ 12,143</b>
Budget	\$ 292,887		\$ 305,469	
Over/(under)	\$ 9,048		\$ (147,429)	
YTD% expensed			51.7%	



**EXPENSE ANALYSIS BY FUNCTION - Water and Sewer Operating Fund  
Sewer Department**

MONTH	FY 2013-14 Actual	FY 2014-15 Budget	FY 2014-15 Actual	Variance Favorable (Unfavorable)
Oct	\$ 17,659	\$ 2,199	\$ 561	\$ 1,638
Nov	6,799	8,699	7,943	756
Dec	8,565	15,300	14,960	340
Jan	12,974	40,996	39,725	1,271
Feb	33,206	1,329	738	591
Mar	36,584	45,199	44,250	949
Apr	48,641	27,898	26,778	1,120
May	780	19,199	17,465	1,734
Jun	7,698	26,624	23,441	3,182
Jul	48,002	58,874	54,053	4,821
Aug	28,949			
Sep	73,237			
<b>TOTAL</b>	<b>\$ 323,094</b>	<b>\$ 246,316</b>	<b>\$ 229,914</b>	<b>\$ 16,402</b>
Budget	\$ 331,605		\$ 391,984	
Over/(under)	\$ (8,511)		\$ (162,070)	
YTD% expensed			58.7%	





**TOWN OF PANTEGO, TEXAS**  
**Budget Summary of All Funds**  
**As of July 31, 2015**

**FISCAL YEAR 2014-2015**  
**SUMMARY OF ALL BUDGETED FUNDS**

	<u>ADOPTED BUDGET</u>	<u>AMENDED BUDGET</u>	<u>YTD Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent Collected/ Expensed</u>
<b>REVENUES:</b>					
General Fund	\$ 3,732,484	\$ 3,707,484	\$ 3,361,691	\$ (345,793)	90.7%
Debt Service Fund	90,725	90,725	83,494	(7,231)	92.0%
Shamburger Fund	100	100	138	38	137.6%
Cartwright Fund	-	-	-	-	NA
Court Security Fund	15,000	15,000	11,015	(3,985)	73.4%
Court Technology Fund	32,000	32,000	27,935	(4,065)	87.3%
PantegoFest Fund	-	58,500	9,025	(49,475)	15.4%
Street Improvement Fund	260,332	260,332	238,852	(21,480)	91.7%
Park Row Fund	260,000	260,000	-	(260,000)	0.0%
Capital Project Fund	73,870	-	3,354	3,354	NA
Water/Sewer Operating	919,700	874,700	682,017	(192,683)	78.0%
Water/Sewer Construction	-	-	-	-	NA
Water/Sewer Infrastructure	330,000	300,000	249,610	(50,390)	83.2%
<b>Total Revenues</b>	<b>\$ 5,714,211</b>	<b>\$ 5,598,841</b>	<b>\$ 4,667,131</b>	<b>\$ (931,710)</b>	<b>81.7%</b>
<b>EXPENSES:</b>					
General Fund	\$ 4,034,978	\$ 4,009,978	\$ 3,114,750	\$ 895,228	77.7%
Debt Service Fund	87,475	87,475	3,860	83,615	4.4%
Shamburger Fund	1,200	1,200	1,495	(295)	124.6%
Cartwright Fund	3,500	3,500	3,473	27	99.2%
Court Security Fund	2,773	2,773	2,698	75	97.3%
Court Technology Fund	13,175	13,175	14,226	(1,051)	108.0%
PantegoFest Fund	-	76,374	8,738	67,636	11.4%
Street Improvement Fund	446,000	446,000	9,944	436,056	2.2%
Park Row Fund	1,767,000	917,000	265,749	651,251	29.0%
Capital Project Fund	299,078	385,216	334,322	50,894	86.8%
Water/Sewer Operating	697,453	697,453	387,954	309,499	55.6%
Water/Sewer Construction	368,800	342,141	41,634	300,507	12.2%
Water/Sewer Infrastructure	229,000	169,000	27,934	141,066	16.5%
<b>Total Expenses</b>	<b>\$ 7,950,432</b>	<b>\$ 7,151,285</b>	<b>\$ 4,216,776</b>	<b>\$ 2,934,509</b>	<b>59.0%</b>



## PANTEGO PUBLIC SAFETY



### PUBLIC SAFETY MONTHLY ACTIVITY SUMMARY- July 2015

#### Personnel

Positions are still vacant for dispatcher and patrol officer.

The Arlington Fire Department recognized the Pantego firefighters on B-Shift for their recent rescue of one of Arlington's citizens from a fire on Ventura Dr. Lieutenant Scott Mitchell, and Firefighters Matt Edmondson and Lance Westman were given life saving awards at a short informal ceremony on August 4<sup>th</sup>. The Department plans to formally recognize the three at a future Council meeting.

Lieutenant Roy de Leon will participate in a memorial Dallas stair climb which continues the remembrance of the 343 firefighters who died in the 9-11 attack. Roy will be climbing 110 stories at the Dallas Renaissance Hotel in the name of one of the 343 firefighters. He will be representing the town and the department by making the climb in full turnout gear and SCBA.



#### Operational Issues

##### **Fire Department**

Assistant Chief Coker attended an EMS protocol update meeting at the Bedford Fire Department. All of the departments for which Dr. Yamada currently serves as medical director met together to discuss and recommend changes to the current medical protocols.

Quint-1 was involved in an accident when it struck a tree while being backed-up during an emergency response. AN investigation into the cause of the accident is ongoing.

##### **Police Department**

The Pantego COPS for Kids program for the collection of school supplies is underway and will continue through the end of August.

## **Training**

### **Police Department**

Officer Tyler Bonner is scheduled to complete field training in early August.  
Dispatcher Karen St. Valentine completed her 40 hour basic Telecommunicator course

### **Fire Department**

Firefighter David Nock completed out-of-class officer training and is now approved to ride in the officer's position in the absence of a full-time lieutenant.

## **Emergency Management**

The Town received two separate reports of a positive West Nile Virus sample in the trap behind the Police Department. Spraying was accomplished after both occurrences, which was coordinated with the City of Arlington.

Respectfully submitted,

A handwritten signature in blue ink that reads "Thomas D. Griffith". The signature is written in a cursive style with a large initial 'T' and 'D'.

Thomas D. Griffith  
Chief of Public Safety



# PANTEGO POLICE DEPARTMENT OFFICER ACTIVITY REPORT

605	Marquez	211	1	45	1	38
606	Open Pos.					
607	Bonner	301	49	250	18	28
608	Watson	226	71	155	8	56
609	Martin	362	30	332	21	114
710	Alexander				8	32
711	Hopkins				2	23
Ex-Officers						110
<b>Totals</b>		<b>2,238</b>	<b>334</b>	<b>1,736</b>	<b>88</b>	<b>679</b>

**Average     2:53**  
**Response**  
**Time**

Respectfully,



Barry Reeves  
Assistant Chief of Police

# PANTEGO POLICE DEPARTMENT CRIMINAL INVESTIGATIONS REPORT



This report includes cases received in CID for the month of July, 2015 including cases filed with the District Attorney's office, active cases, and offenses cleared.

<b>Offenses Received</b>	<b>Quan.</b>	<b>YTD</b>
Assault	0	8
Assault Family Violence	0	2
Burglary/Building	2	6
Burglary/Coin-op	0	1
Burglary/Vehicle	0	19
Burglary/Residence	1	5
Manufacture and Delivery	0	2
Criminal Mischief	0	14
DWI	6	41
DWLI	0	1
Evading or Resisting Arrest/Detention	0	3
Failure to ID	5	18
Fraud	0	21
Graffiti	0	0
Poss. Controlled Subst.	7	36
Poss. Marijuana	9	57
Robbery	0	0
Theft	14	51
Theft of Motor Vehicle	0	3
Other	10	29
<b>Total Received</b>	<b>54</b>	<b>317</b>

<b>Case Dispositions of Above Totals</b>	<b>Month</b>	<b>YTD</b>
Cases Active	19	108
Cases Cleared	35	204
Cleared Cases Filed with DA	10	103
Cases Suspended-Pending Leads	0	5

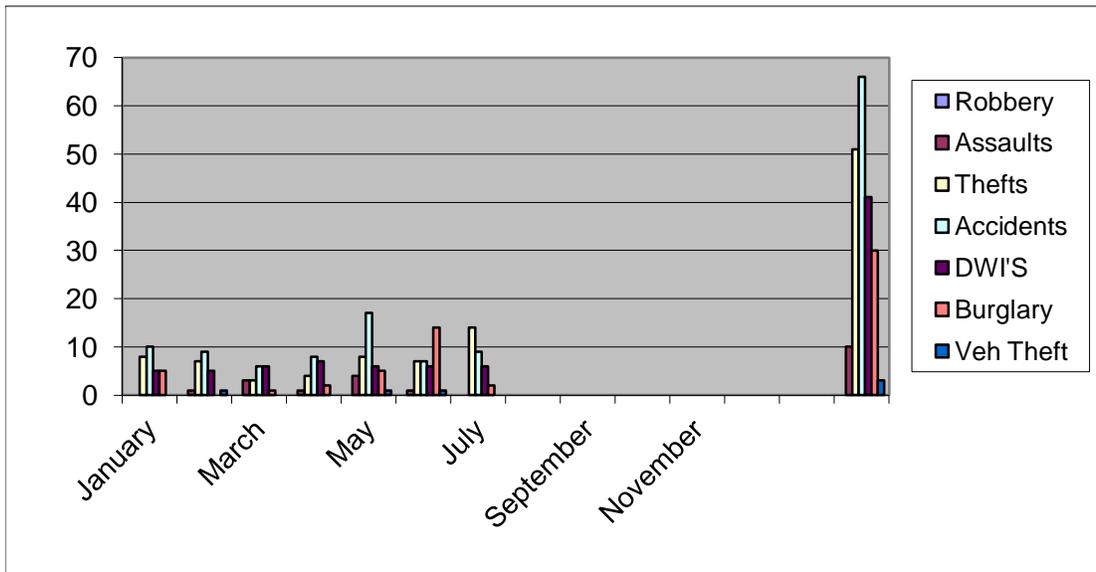
<b>Cases Filed with DA from Previous Report Periods</b>	11	37
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Respectfully submitted,

Chris Whitwell, Detective

2015 Crime Stat's (2)

2015 Monthly	Robbery	Assaults	Thefts	Accidents	DWI'S	Burglary	Veh Theft
January	0	0	8	10	5	5	0
February	0	1	7	9	5	0	1
March	0	3	3	6	6	1	0
April	0	1	4	8	7	2	0
May	0	4	8	17	6	5	1
June	0	1	7	7	6	14	1
July	0	0	14	9	6	2	0
August							
September							
October							
November							
December							
Totals	0	10	51	66	41	30	3



<b>PANTEGO FIRE RESCUE</b>							
<b>MONTHLY ACTIVITY SUMMARY</b>							
<b>31-Jul-15</b>							
<b>FIRE RESPONSES</b>		<b>PANTEGO</b>			<b>AFD</b>		
		<b>MONTH</b>	<b>15 YTD</b>	<b>14 YTD</b>	<b>MONTH</b>	<b>15 YTD</b>	<b>14 YTD</b>
<b>TYPE OF INCIDENT</b>							
<b>Fire</b>							
Structure				1	2	7	4
Outside						1	2
Natural Vegetation Fire			1	2		1	2
Vehicle				1	1	1	1
Trash			1	1		1	
Cooking Fire, Contained to container							
Fire Other			1			3	
<b>Hazardous Condition</b>							
Arcing - Shorted Electrical Equip.			1			3	1
Equip. Malfunction		1	2			1	
Power Lines			2	3	1	5	1
Hazmat							
Hazardous Condition, Other			5	1		7	3
Heat From Short Circuit, Wiring				1	1	1	
Overheated Motor						2	
Gas/Fuel Spill				1			
Natural Gas Leak			3	3		2	
Chemical Spill or Leak							
Carbon Monoxide							
<b>Service Call</b>		<b>4</b>	<b>14</b>			<b>6</b>	
Water or Steam Leak			5	1	1	3	1
Assist Invalid		5	29	32		7	3
Unauthorized Burning						3	1
Rescue			1			2	
Utilities							
Smoke Removal				1			2
Person in Distress, Other		6	13	2	1	1	1
Service Call, Other			10	6		4	3
Lock Out			3	2	1	4	
Animal Rescue			1			1	
Ring or jewelry removal							
Asst. PD		2	15	5			1
<b>Good Intent Call</b>							
Good Intent Call Other		2	32	19	16	62	26
Dispatched & Cancelled En Route				7		17	26
Wrong Location							
No Incident Found On Arrival			1	4		3	5
Investigation							
Cancelled On Scene					15	97	56
Smoke scare, Odor of smoke			2	1			
Hazmat Invest, No Hazmat							
<b>False Alarm &amp; False Call</b>							

Unintentional Transmission of Alarm	1	1			3	4	
Smoke Detector Activation - No Fire	1	4	2		1	3	
Bomb Scare - No Bomb							
System Malfunction		1	4		1	2	
False Alarm or False Call, Other	2	6	6	2	16	10	
CO Detector Activation, Malfunction			1			1	
Sprinkler Activation, no fire							
<b>Special Incident Type</b>							
Citizen Complaint			1	1	1		
Special Incident Type, Other							
Mutual Aid							
<b>TOTAL FIRE INCIDENTS</b>	<b>24</b>	<b>155</b>	<b>108</b>	<b>42</b>	<b>267</b>	<b>185</b>	
<b>AVERAGE FIRE RESPONSE TIME - PANTEGO</b>		2.6					
<b>AVERAGE FIRE SCENE TIME - PANTEGO</b>		9.5					
<b>AVERAGE FIRE SCENE TIME - ARLINGTON</b>		19.5					



<b>PANTEGO FIRE RESCUE</b>							
<b>MONTHLY ACTIVITY SUMMARY</b>							
<b>31-Jul-15</b>							
							
<b>FIRE TRAINING</b>							
<b>CLASS SUBJECT</b>		<b>HOURS</b>	<b>YTD</b>				
TCC- Truck operations		4	38				
In house, Driver, Out of Class							
<b>TOTAL HOURS</b>							
<b>EMS TRAINING</b>							
<b>CLASS SUBJECT</b>		<b>HOURS</b>	<b>YTD</b>				
TCC AT PFD EMS SCENARIOS		4	32				
In house EMS protocol review sign off Ogletree							
				<b>MONTH</b>	<b>MONTH</b>		
<b>PUBLIC EDUCATION</b>		<b>MONTH</b>	<b>YTD</b>	<b>ADULTS</b>	<b>YTD</b>	<b>CHILDREN</b>	<b>YTD</b>
Fire Extinguisher Class							
School Presentations							
B-day parties			1	20	20	20	20
Spray Downs							
Station Tours			1	10	10	25	25
Special Events		1	4	2000	220	3000	300
Home Inspections							
Public Safety Forums							
Fall Risk Assessment							
<b>TOTAL CONTACTS</b>			<b>5</b>	<b>150</b>	<b>250</b>	<b>145</b>	<b>345</b>
<b>BUSINESS INSPECTIONS</b>		<b>MONTH</b>	<b>YTD</b>				
Initial			68	446			
Re-Inspections			3	17			
Plans Review Completed				5			
C.O Issued			5	47			



## PUBLIC WORKS REPORT July 2015

### **AMINISTRATIVE/PROJECTS/ENGINEERING**

- Open sealed bids for Wagonwheel Trail project
- Wagonwheel Trail Project low bidder SYB
- Wagonwheel Trail Project awarded to SYB
- Park Row Project – Completed water line install, tying in at 6 locations and installing cross over adding another hydrant and valves
- Park Row Project – Started paving repairs



**CONTINUED: AMINISTRATIVE/PROJECTS/ENGINEERING**



## **STREETS and DRAINAGE**

- Inspected and removed debris from creek channel and flumes
- Pioneer median irrigation checked and repaired timer was set to run longer and every other day due to excessive heat
- Mowed, edge, and blow Pompano Court, Westchester, Arkansas medians, Alley
- Fill in sinkholes at 2800 Block of Country Club
- Filled potholes at Bowen and Superior approximately 8sq ft
- Filled potholes at 3210 Park Row approximately 5sq ft
- Set School light timers for New School year schedules

## **TOWN FACILITIES**

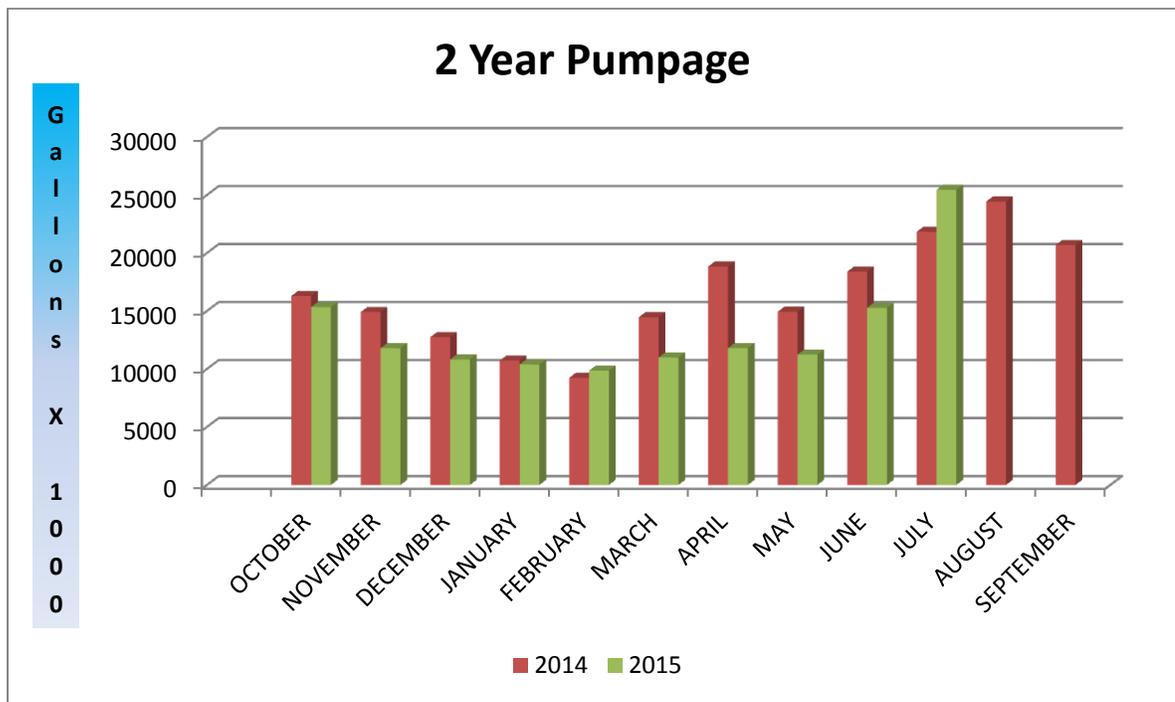
- Daily general policing of the Town Hall building and surrounding area
- Town Hall and Police Dept. - mowed, edged, and blown off, sprinklers all checked and repaired
- Mower repaired out of service for a week

## **PARK OPERATIONS**

- Daily cleaning at the restrooms
- All sprinklers at park checked and repaired
- Basketball courts mowed, edged, and blown off
- Park mowed by Landtech Systems
- Various quotes gathered for the canopy and statues at park due to vandalism

## **UTILITY BILLING**

July Billing for 1,202 Accounts \$92,118.12	July Past Due Balances \$2,118.51
July Billing for Garbage \$7,746.17	July Billing for Recycling \$2,047.84



## **WATER: WELLS AND DISTRIBUTION**

- Total water production 25,456,000
- Average daily production 821,161
- 162 residual samples taken – average chlorine residual (.40)
- 2 total coliform / ecoli samples taken – all tests negative
- 1202 meters read, 6 rereads
- 26 - dead end hydrants flushed

## **CONTINUED: WATER WELLS AND DISTRIBUTION**

- Flushed well #4 Lane Well and put in service after sine wave filter was installed and additional grounding was performed, Patrick Mosely from APAI was on site for the start up
- (16) - work orders completed relating to water turn on and turn offs, leaks, meter replacements, etc
- (1) – work order for break/leak
- Nora, 303, Lane well site mowed, edged, and blown
- (0) Cut off notices were issued
- (1) Installed 1" residential meter
- (1) Installed 1.5" irrigation meter
- (1) Installed 1" commercial meter
- 3 Samples taken for TCEQ by LCRA

## **WASTEWATER**

- Cleaned the Lift Station bar screen and bagged the solids (13) times for the month
- Lift Station was mowed, edged, and blown
- 1600 ft of sewer jetting was completed
- (1) work order for sewer complaint

## **PUBLIC WORKS MAINTENANCE**

- (20) Line locates requested and performed by Franchise Utilities and contractors
- Oil change on PW vehicle

## **ANIMAL SERVICES**

- (1) Dog bite – report was filed animal was quarantined at Grand Prairie Animal Clinic for 10 days, Dog was registered with city upon release
- (5) dead animal picked up and disposed of
- Mosquito traps placed and recovered and taken to Tarrant County for analysis (4) traps (1) time per week
- (8) Animal trap requests

## **EVENTS**

- The movie night event presented "Maleficent" , estimate 65 person attendance

## **ADDITIONAL ITEMS**

- Josh Brown resigned
- Hired new Supervisor Kyle Sugg
- Hired new Maintenance Worker Carlos Rodriguez



## ENVIRONMENTAL SERVICES

### • West Nile Testing

	2600 Miller Lane	3613 Shady Valley Drive	Roaming #1	Roaming #2
7/1	44	15	62 (1903 Ivygreen Court)	53 (2625 Peachtree Lane)
7/8	10	15	16 (1605 Newsom Court)	27 (27 Gittiban Place)
7/15	0	25	13 (1812 Cresthaven Dr.)	13 (1616 Cresthaven Drive)
7/22	62	8	36 (1706 Arrowhead Dr.)	71 (1711 Robin Road)
7/30	11	20	23 (2 Cobble Court)	40 (1701 Dickerson Drive)

### Mosquito Positive Samples

Mosquito pools from Tarrant County have tested positive for WNV in 2015 from the following municipalities:

Arlington	17	Fort Worth	26	Mansfield	
Bedford		Grand Prairie	2	North Richland Hills	4
Benbrook		Grapevine	1	Pantego	3
Burleson		Haltom City	2	Richland Hills	5
Colleyville		Hurst	4	Samson Park	1
Crowley	7	Keller		Southlake	
Edgecliff Village	2	Kennedale	1	Watauga	
Eules	2	Lake Worth	5	Unincorporated	11

### Human Positive Cases

This season Tarrant County is monitoring for human cases of the following viruses:

- Dengue Virus (DENV) – 1 imported case
- Chikungunya Virus (CHIKV) – 2 imported cases
- St. Louis Encephalitis Virus (SLEV) - none
- West Nile Virus (WNV) – 1 case

## PLANNING AND ZONING

### • Zoning Ordinance Update

A draft of the Zoning Ordinance has been created and sent to the City Attorney for review. Town Council will continue review once the City Attorney review is complete.

## CONSTRUCTION AND DEVELOPMENT

### • 2305 West Park Row Drive

Construction is ongoing for a 10,000 square foot building on the Westbury Square property. Most of the exterior concrete work has been completed, and the building construction is well underway. No timeframe for completion has been given.

- **Camp Thurman**

The pool improvements for Camp Thurman are complete. There are additional wastewater infrastructure improvements that will be made at the end of the camp season to finalize the project.

- **1607 S Bowen Road**

Construction is ongoing for the remodel of the 5,400 square foot building at 1607 S Bowen Road. The new use will be Complete Emergency Care, a 24-hour emergency care clinic. The interior is near completion and exterior work is well underway.

- **1503 Nora Drive**

Construction is underway on the remodel of the existing two-story building at 1503 Nora Drive. Improvements include the enclosure of the area under the second story balcony, enclosure of the stairways and interior remodel.

- **2416 W Park Row Drive**

Construction is complete for the expansion of Dr. Jeckyll's Beer Lab to an adjacent suite and to the exterior of the present building. The interior remodel includes additional seating area and a future kitchen. The plans also include an outside patio seating area under the existing sidewalk awning.

- **2304 W Park Row Drive, Suite 10**

Construction is almost complete for the remodel of the interior and patio areas of Mijo's Mexican Restaurant. The improvements include a new bar, improved patio access, a new grease interceptor and the enclosure of the kitchen area.

- **2306 Superior Drive**

Construction continues for the addition of a second floor showroom area at North Texas Carpet. No timetable for completion has been given.

- **Nora Drive Construction**

Construction is ongoing for a 3,083 square foot single-family residential building at 1704 Nora Drive.

- **Smith Barry Farms Subdivision**

- There is no construction in Smith Barry Farms at this time.

## CERTIFICATES OF OCCUPANCY

### Issued

- Sparkit Marketing – 3605 W Pioneer Pkwy (A3) – Marketing Office – New Business
- R&A Auto Repair – 1922 W Pioneer Pkwy (D-F) – Auto Repair – New Business
- Final Graphic – 2900 W Park Row Dr (D) – Graphic Design – New Business
- Designet Home Plans – 2910 W Park Row Dr #200 – Architecture Firm – Business Update
- Vapor Plus – 2504 W Park Row Dr (B6) – Retail Shop – New Business
- DAS Motorwerks, LLC – 3619 Graves Blvd (B1) – Automotive Repair – New Owner
- GPA Ministries, Inc. – 2405 W Arkansas Ln (A) – Storage – New Business
- Dr. Jeckyll's Beer Lab, Draft House and Home Brew Supply – 2420 W Park Row Dr – Alcoholic Beverage Establishment – Business Expansion
- Reps Revolution – 2007 Roosevelt Dr – Training Studio – New Business

### Pending

- Brighter Days STEM Academy – 2221 W Arkansas Ln #106 – Learning Center – New Business

- Perna's – 2304 W Park Row Dr #21 – Restaurant – New Business
- Elite Auto Works – 2003 W Pioneer Pkwy (B) – Auto Repair – New Business
- Stitch Niche – 2425 W Arkansas Ln (B&C) – Retail – Business Expansion
- Christal Clear Pools – 2220 W Park Row Dr (A) – Retail Pools & Spas – New Business
- H&H Interiors, Inc. – 2410 Superior Dr (D) – Drywall Contractor – New Business
- Brandon Moretz – 1924 W Pioneer Pkwy (C) – Storage – New Business
- Vito's Restaurante Italiano – 2234 W Park Row Dr (G) – Restaurant – New Owner
- Rivas Tire & Mechanical Shop – 3640 W Pioneer Pkwy (A) – Tire & Mechanical Shop – New Business

## INSPECTIONS

	JUL TOTAL	YTD TOTAL
BUILDING INSPECTION	11	79
CERTIFICATE OF OCCUPANCY	8	82
CUSTOMER SERVICE INSPECTION	0	5
ELECTRICAL INSPECTION	12	68
MECHANICAL INSPECTION	3	31
PLUMBING INSPECTION	10	108
REINSPECTION	14	109
CODE ENFORCEMENT INSPECTIONS	0	66
TOTAL INSPECTIONS	58	548

## CONSTRUCTION VALUES

	JUL TOTAL	2014/2015 YTD TOTAL	2013/2014 JUL YTD TOTAL
NEW RESIDENTIAL CONSTRUCTION	\$0.00	\$330,000.00	\$1,695,000.00
EXISTING RESIDENTIAL REMODEL	\$113,291.00	\$506,606.00	\$294,814.00
NEW COMMERCIAL CONSTRUCTION	\$0.00	\$1,863,538.00	\$0.00
EXISTING COMMERCIAL REMODEL	\$306,628.00	\$2,101,492.00	\$851,917.00
TOTAL VALUE	\$419,919.00	\$4,801,636.00	\$2,841,731.00

## FEES COLLECTED

	JUL TOTAL	JUL FEES	YTD TOTAL	YTD FEES	YTD BUDGET	YTD DIFF.
CERTIFICATE OF OCCUPANCY	9	\$850.00	79	\$7,695.00	\$5,833.33	\$1,861.67
ZONING FEES	0	\$0.00	9	\$5,200.00	\$6,250.00	(\$1,050.00)
DEVELOPMENT FEE	0	\$0.00	2	\$1,082.80	\$0.00	\$1,082.80
PLAN REVIEW	5	\$426.50	31	\$8,981.57	\$5,833.33	\$3,148.24
BUILDING PERMIT	26	\$3,364.00	244	\$39,648.23	\$39,166.67	\$481.56
UTILITY RELEASE	1	\$40.00	17	\$680.00	\$250.00	\$430.00
CONTRACTOR REGISTRATION	16	\$1,525.00	125	\$11,975.00	\$9,166.67	\$2,808.33
LIQUOR PERMITS	0	\$0.00	11	\$6,045.00	\$1,666.67	\$4,378.33
TOTAL FEES		\$6,205.50		\$81,307.60	\$66,500.00	\$14,807.60




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**MUNICIPAL COURT**


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## Municipal Court Collections / July 2015

### On-Time Citations

Fines- \$30,503.50  
Fees- \$17,535.30  
 Total- \$47,856.80

### Warrants

Fines- \$42,074.48  
Fees- \$16,706.51  
 Total- \$58,780.99

Court Security Fund- \$1,208.90

Court Technology Fund- \$1,597.10

Accident Reports- \$15.20

Collection Fees- \$1,646.43

Gross Total Revenue- \$ 106,637.79  
Less State Fee's- \$ 34,241.81  
 Net Revenue- \$ 72,395.98

Presented by: Thressa Householder





<b>TOTAL VALUE-----</b>	<b>710 - \$49,505.86</b>	<b>711 - \$53,643.20</b>
<b>TOTAL AMOUNT COLLECTED-----</b>	<b>710 - \$12,441.90</b>	<b>711 - \$18,565.70</b>
<b>FUTURE REVENUE-----</b>	<b>710 - \$14,191.00</b>	<b>711 - \$22,033.20</b>

**EXTRA DUTIES/VACATION/OTHER FOR JULY**

Ofcr. Alexander out for two days – personal

Ofcr. Alexander filed one case for Possession of Controlled Substance.

Ofcr. Hopkins filed one case for Fail to Identify, Intentionally Giving False Info

Ofcr. Hopkins out one day for doctor appointment

19 arraignments

21 Prisoner Service calls

4 Assist PD

Additional warrants cleared – 288

**Respectfully submitted,**

**Warrant Officer: Freddie Alexander 710**

**Warrant Officer: Robert Hopkins 711**

Report for fees collected: 7/01/2015 - 7/31/2015

Street:	Fee	Citation	Violation	Amount	Posting Date	Docket
COLAGY	COLLECTIONS FEE	132533F	02	110.00	7/20/2015	132533F02
COLAGY	COLLECTIONS FEE	133660	03	61.50	7/21/2015	133660 03
COLAGY	COLLECTIONS FEE	137973	02	66.00	7/06/2015	137973 02
COLAGY	COLLECTIONS FEE	137973F	01	108.00	7/06/2015	137973F01
COLAGY	COLLECTIONS FEE	141865F	01	65.40	7/22/2015	141865F01
COLAGY	COLLECTIONS FEE	146933	02	15.00	7/09/2015	146933 02
COLAGY	COLLECTIONS FEE	147993	01	136.50	7/29/2015	147993 01
COLAGY	COLLECTIONS FEE	149294F	02	90.00	7/13/2015	149294F02
COLAGY	COLLECTIONS FEE	149294F	03	90.00	7/13/2015	149294F03
COLAGY	COLLECTIONS FEE	501120	01	64.50	7/20/2015	501120 01
COLAGY	COLLECTIONS FEE	501120	02	91.50	7/20/2015	501120 02
COLAGY	COLLECTIONS FEE	501120	03	139.50	7/20/2015	501120 03
COLAGY	COLLECTIONS FEE	501120F	01	90.00	7/20/2015	501120F01
COLAGY	COLLECTIONS FEE	501120F	02	90.00	7/20/2015	501120F02
COLAGY	COLLECTIONS FEE	501120F	03	90.00	7/20/2015	501120F03
COLAGY	COLLECTIONS FEE	E004752	03	60.00	7/01/2015	E004752 03
COLAGY	COLLECTIONS FEE	E007414	01	45.00	7/13/2015	E007414 01
COLAGY	COLLECTIONS FEE	E007414	02	55.00	7/13/2015	E007414 02
COLAGY	COLLECTIONS FEE	E007414	02	30.00	7/15/2015	E007414 02
COLAGY	COLLECTIONS FEE	E008228	01	85.53	7/24/2015	E008228 01
COLAGY	COLLECTIONS FEE	E010216V	01	63.00	7/13/2015	E010216V01

21 1,646.43 COLAGY COLLECTIONS FEE  
 TOTAL: 1,646.43



# AGENDA BACKGROUND

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

**DATE:** August 10, 2015

---

**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 August 10, 2015:

Professional Services:

- C.A. Magnuson, Prosecutor
- Sara Jane del Carmen, Magistrate
- Jim Jeffrey, Attorney
- Delatek Engineering, Engineering Provider

Purchase Order:

- 1768 – Texas Water Products
- 1770 – Vector Disease Control

**Summary of Bills Payable over \$1,000.00 and Purchase Orders Requiring Council Approval  
08/10/15**

<u>PROFESSIONAL SERVICES</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
C.A. Magnuson	\$1,300.00	July 2015 Prosecution Services
Sara Jane del Carmen	\$1,300.00	July 2015 Magistration Services
Jim Jeffrey	\$1,452.50	July 2015 Attorney Services
Delatek Engineering	\$10,362.50	July 2015 Engineering Services
<u>PURCHASE ORDERS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
1768 - Texas Water Products	\$1,190.00	2" Master Meters
1770 - Vector Disease Control	\$3,969.35	July 2015 Mosquito Spraying
<u>GENERAL BILLS</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Duncan - Garbage	\$8,373.71	July 2015 Trash Removal
Duncan - Recycling	\$2,091.69	July 2015 Recycling Removal
Voyager Fleet Systems	\$4,164.96	July 2015 Oil & Gas Expense
Gexa Energy	\$15,055.23	Electricity Billing Thru 8/08/15
Intermedix	\$2,252.96	July 2015 Ambulance Collection Services
Iwerk	\$3,732.50	June 2015 Tech Support Services
Pantego Utilities	\$1,038.56	July 2015 Water Consumption
City of Arlington	\$1,122.25	2nd & 3rd Qtr Traffic Signal Maintenance Agreement

**PROSECUTOR SERVICE FOR THE MONTH OF JULY 2015**

ACCOUNT # 100-5-160-210.00

## INVOICE FOR SERVICES

SERVICES PERFORMED: PROSECUTOR FOR MUNICIPAL COURT

VENDOR # 10123	CRAIG MAGNUSON	\$1,300.00
----------------	----------------	------------

BILLING ADDRESS: CRAIG MAGNUSON  
6000 WESTERN PLACE #200  
FT WORTH, TEXAS 76103

**MAGISTRATION SERVICE FOR THE MONTH OF JULY 2015**

ACCOUNT # 100-5-160-210.00

**INVOICE FOR SERVICES**

**SERVICES PERFORMED: ARRAIGNMENTS/WARRANTS/MAGISTRATION  
DUTIES**

**VENDOR # 11022**

**Sara Jane del Carmen**

**BLOOD DRAW WARRANTS  
MAGISTRATIONS**

**TOTAL - \$1300.00**

**BILLING ADDRESS: Sara Jane del Carmen  
3051 Trevino  
Grand Prairie, Texas 75054**

**LAW OFFICES OF JIM JEFFREY**

2214 Park Springs Blvd  
Arlington, Texas 76013  
Phone: (817) 261-4640  
Fax: (817) 275-5826  
Federal Tax I.D. # 75-2947449

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

6/30/2015  
Account No. – 09.01.06  
Invoice # 21975

Legal services

July 1 – July 31, 2015

Attorney Total Hours:	8.30
Hourly Rate:	\$175.00
Paralegal Total Hours	\$ ---
Hourly Rate	\$90.00
Total for Services:	\$1,452.00
Expenses:	\$ --
TOTAL BALANCE DUE:	\$ 1,452.00
Nolan County land issue	\$ 0



RECEIVED  
58  
7/28/15

INVOICE

Invoice Number: 071515PCC  
Period Ending: July 15, 2015

July 15, 2015

Mr. Scott Williams  
Director of Public Works  
Town of Pantego  
1614 S. Bowen  
Pantego, Texas 76013

Reference: Pioneer Parkway West  
Crossover Connection

<u>Description</u>		<u>Amount</u>
Total authorized:	\$	17,550.00
Survey	\$	2,300.00
Design	\$	9,250.00
Bid Phase Services	\$	2,250.00
Construction Phase Services	\$	3,750.00
	<u>Percent Complete</u>	
Survey	100%	\$ 2,300.00
Design	85%	\$ 7,862.50
Bid Phase Services	0%	\$ -
Construction Phase Services	0%	\$ -
Total due:	\$	10,162.50
Less previous payment:	\$	2,300.00
Balance after payment:	\$	7,387.50
<b><u>Total due this invoice:</u></b>	<b>\$</b>	<b><u>7,862.50</u></b>

Acct# 750-5-000-750.20

*Williams* 7/27/15



RECEIVED  
8/5/15<sup>59</sup>

INVOICE

Invoice Number: 072515WW  
Period Ending: June 25, 2015

July 24, 2015

Mr. Scott Williams  
Director of Public Works  
Town of Pantego  
1614 S. Bowen  
Pantego, Texas 76013

Reference: Wagonwheel Trail Bridge Repair and  
Water and Sewer Main Replacements

<u>Description</u>		<u>Amount</u>
Total authorized:	\$	39,450.00
Survey	\$	5,000.00
Design	\$	27,700.00
Bid Phase Services	\$	2,500.00
Construction Phase Services	\$	4,250.00

	<u>Percent Complete</u>		
Survey	100%	\$	5,000.00
Design	100%	\$	27,700.00
Bid Phase Services	100%	\$	2,500.00
Construction Phase Services	0%	\$	-

Total due:	\$	35,200.00
Less previous payment:	\$	32,700.00
Balance after payment:	\$	4,250.00
<u>Total due this invoice:</u>	\$	<u>2,500.00</u>

*Split accounts*

Acct# 700-5-000-477.10 \$ 1000  
 Acct# 700-5-000-477.30 \$ 1000  
 Acct# 500-5-000-478.50 \$ 500

2211 Texas Drive, Irving, Texas 75062  
Firm Registration No. F-4419  
972-255-9500 / 972-255-7500  
Email: bn@deltatekeng.com

*Williams 8-5-15*



PUBLIC WORKS MEMO

---

Date: July 27, 2015  
To: Matthew Fielder, City Manager  
From: Junior Marquez, Public Works Supervisor  
Through: Scott Williams, Public Works Director  
Subject: Purchase Order Authorization

The Public Works Department is requesting the approval of a purchase order in the amount of One Thousand, One Hundred and Ninety Dollars (\$1190.00) to Texas Water Productions Inc. for 2 – 2" water meters.

During the course of the water tie on July 24, 2015, two services were found that will need to be metered therefore two meters were purchased on emergency to have available as part of the tie in process.

Please find the attached invoice and service report to reflect the requested purchase order amount (\$1190.00) from Acct No: 200-5-201-354.00.

 7-27-15

Scott Williams, Public Works Director



# TOWN OF PANTEGO

1614 S. BOWEN  
 PANTEGO, TEXAS 76013

No. 1768

62

**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 Texas Water Products  
 5825 E. BERRY ST., FORT WORTH, TX, 76119

SHIP PW.  
 TO TOWN OF PANTEGO  
 1614 S. BOWEN  
 PANTEGO 76013

DATE		ACCT#	DEPT.					
7/24/15		200-5-201-354.00	PW					
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE		PER	AMOUNT		
ORDERED	RECEIVED							
2	2	2" MASTER METER	595	00	2	1190	00	
		* EMERGENCY PURCHASE FOR WATER LINE TIE-IN'S .						
						TOTAL	1190	00

*Collins* 7-27-15

APPROVED BY



Vector Disease Control  
International  
1320 Brookwood Dr Ste H  
Little Rock, AR 72202

# INVOICE

DATE	INVOICE #
7/31/2015	15-4545

Fax #	E-mail	Web Site
866-839-8595	dclement@vdc.net	www.vdc.net

BILL TO
Town of Pantego Attn: Chad Joyce 1614 S. Bowen Rd Pantego, TX 76013

P.O. NO.	DUE DATE
	7/31/2015

ORDER #	DESCRIPTION	RATE	QTY	AMOUNT
	Truck Mounted Spraying July 5-11, per mile	38.50	51.6	1,986.60
	Truck Mounted Spraying July 19-25, per mile	38.50	17.7	681.45
	Truck Mounted Spraying July 26-31, per mile	38.50	33.8	1,301.30

Phone #	<b>Total</b>	\$3,969.35
800-413-4445		

# TOWN OF PANTEGO

1614 S. BOWEN  
 PANTEGO, TEXAS 76013

No. 1770

64

**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 VECTOR DISEASE CONTROL

SHIP TO

DATE		ACCT #	DEPT.					
8/4/15		100-5-135-526.00	COMMUNITY DEVELOPMENT					
QUANTITY		STOCK NUMBER / DESCRIPTION			PRICE	PER	AMOUNT	
ORDERED	RECEIVED							
51.6		MOSQUITO	SPERMING	7/8 - 7/10	38	50	M1	1986 00
17.7		"	"	7/23	"	"	"	681 45
33.8		"	"	7/27 - 7/28	"	"	"	1301 30
							TOTAL	3969 35

*[Handwritten Signature]*  
 APPROVED BY



# AGENDA BACKGROUND

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

**Date:** August 10, 2015

---

**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 27, 2015

PEDC minutes from July 8, 2015

Town Council Minutes  
July 27, 2015

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 27<sup>th</sup> day of July 2015 with the following members present:

<b>Melody Paradise</b>	<b>Mayor</b>
<b>Russ Brewster</b>	<b>Mayor Pro-Tem</b>
<b>Fred Adair</b>	<b>Council Member</b>
<b>Jane Barrett</b>	<b>Council Member</b>
<b>Don Surratt</b>	<b>Council Member</b>

Members absent:

<b>Don Funderlic</b>	<b>Council Member</b>
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Constituting a quorum. The following staff members were present:

<b>Matt Fielder</b>	<b>City Manager</b>
<b>Julie Arrington</b>	<b>City Secretary</b>
<b>Jim Jeffrey</b>	<b>Town Attorney</b>
<b>Ariel Carmona</b>	<b>Finance Director</b>
<b>Chad Joyce</b>	<b>Community Development Director</b>
<b>Scott Williams</b>	<b>Public Works Director</b>
<b>Tom Griffith</b>	<b>Chief of Public Safety</b>
<b>Barry Reeves</b>	<b>Assistant Police Chief</b>
<b>Robert Coker</b>	<b>Assistant Fire Chief</b>
<b>Thressa Householder</b>	<b>Court Administrator</b>

Also in attendance:

None.

WORK SESSION 6:30 P.M.

Mayor Pro-Tem Brewster called the work session to order at 6:32 p.m.

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

**1. City Manager Report**

Mr. Fielder informed Council the Public Works Department has filled their two spots. There are still vacancies for a police officer, dispatcher, and support specialist.

Mr. Fielder stated the Park Row water line is essentially done. The crews have to install some fire hydrant connections and the paving will start on the east and move west. Once they have completed the south the crews will move to the north side. He believes they are still on track for completion around August 24<sup>th</sup>.

Mr. Fielder announced the Town has received a \$5,000 donation from Complete Emergency Care bringing the total sponsorship amount to \$18,000. He stated this is equal to last year. So far there are 25 vendors, which is also ahead of last year at this same time. The talks with Pantego Bay regarding

Town Council Minutes  
July 27, 2015

Beer sales are ongoing. Pantego Bay states they will have a Ben E. Keith truck on site this year to increase the number of kegs and efficiency of service. They will sell tickets for the beer which will also provide quicker service and help the control of underage drinking. Pantego Bay has agreed to use St. Arnold Brewery and claim they lost money on the sale of craft beer last year. There was discussion on the cost of beer and the profits. Mr. Fielder informed Council there is a scheduled meeting on August 11<sup>th</sup> for the business owners in the Park Row West shopping center regarding PantegoFest.

Mr. Fielder informed Council he attended a meeting in Dalworthington Gardens conducted by the Arlington Independent School District to discuss the planned Agricultural Learning Center to be located behind Spec's on Highway 303. He stated one Pantego resident and one Pantego business owner was at the meeting and spoke against the Center due to the smell. The goats that would be located at the Center are currently located on Smith Barry Road in Pantego. Councilmember Adair stated the issues at the meeting consisted of parking, the smell, the surrounding property values, and the disposal of animal waste.

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

There was discussion regarding the Onsite Power Systems invoice on the need for some of the replaced parts and the warranty policy.

**3. Approval and Acceptance of Minutes**

Approval of Town Council Minutes:

- Town Council minutes from July 13, 2015
- Town Council minutes from July 20, 2015

Mary Paradise advised Councilmember Funderlic notified her of a proposed change to the minutes. Council requested the first paragraph to include the discussion on the new Tahoe's versus sedans for cost reasons after discussion the police department will provide a detailed cost estimate.

Acceptance of Minutes of Boards and Commissions:

- PEDC minutes from June 22, 2015
- CRB minutes from June 5, 2015

The PEDC minutes were accepted at a previous Council meeting.

**4. Discuss, direct, and consider action on Resolution 15-24 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to enter into a contract with Franklin Digital Solutions to upgrade and provide technical support to the Town's Electronic Records Management System; and provide an effective date.**

Mayor Paradise reminded Council this item was discussed previously and at the request of Council Ms. Arrington has brought back a contract for approval. Council verified the total amount is \$10,000 and includes service package A and everything outlined on page 40 of the packet. Council agreed to move this to the consent agenda.

**7. Discuss, direct, and consider action on Resolution 15-27 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to award the bid for construction, to negotiate, and to enter into a contract with SYB Construction for the Wagon Wheel construction project; and providing an effective date.**

Mr. Fielder explained staff hired an engineer to design the project to replace the water line, sewer line, and bridge repairs and they discovered the need for the aerial water line. During the engineers investigation they found a manhole on the north side of the bridge that is suffering from erosion needing replacement and the curbs and gutter repair needs to go out farther than first thought. With the savings achieved with the Park Row project, Mr. Fielder is recommending to move some of the

Town Council Minutes  
July 27, 2015

savings to the Wagon Wheel project allowing for the needed additional construction. SYB is the contractor for the Park Row project and staff is confident in the engineer's recommendation on their bid. Council expressed their concerns on other items that may have been missed on this project. Mr. Fielder assured them the cost increase was due to the engineer's review and finding things that were missed by the original contractor review, not the engineer review. There was discussion on the built-in contingency fee. Council agreed to move this item to the consent agenda. Mr. Fielder informed Council he is currently in discussion with Commissioner Nguyen's office regarding the paving of Wagon Wheel.

**8. Discuss, direct, and consider action on Resolution 15-28 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to enter into an Interlocal Cooperative Purchasing Agreement with the City of Desoto for pavement repairs; and providing an effective date.**

Mr. Williams introduced this item. He explained other governmental entities will put projects out for bid and open the bid up to other municipalities allowing them to participate with the awarded contractor's bid price. The City of Desoto has done this for their paving projects. The conditions of the contract still apply; however, the Town will have to acquire the proper insurance documents to perform work within the town; such as, Surety Bonds, or Maintenance Bonds. He explained the Town receives prices based off of the bid costs for Desoto. Mayor Paradise requested staff to point out the sections stating the contractor is required to have Additional insurance and Surety Bonds with the Town of Pantego name as the insured party. Mr. Williams stated the information is included in the next agenda item. There was discussion on the timeline of the project and estimated savings incurred with using Desoto's bid prices. Mr. Fielder informed Council the key consideration for the work on Bowen is the school schedule. He stated if the Council wants to delay he recommends delaying until next year to work around the school schedule. Council clarified the savings would be substantial entering into this agreement and that they could go ahead and approve the Resolution with the changes requested. Mr. Williams proposed making the changes because Desoto has to take the agreement to their Council for approval. Mr. Jeffrey stated the Council could add language to Section IV that states "...time of delivery, and each party reserves the right to use their own contract documents." He went on to explain the Town should get its own contract documents with the contractor. Mr. Jeffrey requested to add "with the additional language in Section IV" to Section 2 of the resolution.

Mayor Paradise adjourned the Work Session at 7:31 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.

Councilmember Surratt led the invocation which was immediately followed the Pledge of Allegiance.

**MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS**

Councilmember Surratt welcomed the audience.

Councilmember Barrett welcomed the audience.

Councilmember Adair welcomed the audience and appreciates the hard work staff continues to do.

Mayor Pro-Tem Brewster welcomed the audience. He thanked staff and Council for working together as usual. He likes seeing the Park Row waterline construction coming along so nicely and ahead of schedule.

Mayor Paradise thanked the audience for attending the council meeting and announced Councilmember Funderlic could not be here this evening. She thanked staff for all the hard work involved, especially the

Town Council Minutes  
July 27, 2015

City Manager, in preparing the Morning with the Mayor presentation, and the Arlington Chamber of Commerce was there and the staff for being there to answer questions. She received lots of positive feedback regarding the town budget and infrastructure at the event.

Ms. Arrington informed Council the Dairy Queen Ribbon Cutting event was held on Friday. Mayor Pro-Tem Brewster and Councilmember Funderlic were in attendance; along with President Lakey and Director Springer from PEDC, and several Arlington Chamber of Commerce members. Dairy Queen was very gracious and has donated the cakes for the next council meeting reception.

### **COUNCIL LIAISON TO BOARD REPORT**

#### **Community Relations Board**

Councilmember Barrett stated there has not been a meeting since the last Council meeting. The next CRB meeting will be August 4<sup>th</sup> and the next movie is Big Hero 6 on August 8<sup>th</sup>. Mr. Fielder informed Council the movie was sponsored by Councilmember Barrett.

#### **Pantego Youth Leadership Council**

Mayor Paradise reminded Council the PYLC is on summer hiatus and they have Ranger tickets for Sunday August 16<sup>th</sup> at 2:00 p.m.

### **PEDC REPORT**

Councilmember Surratt informed Council the Board approved the purchase of 1250 shopping bags with 250 left over from last year. This gives them 1500 shopping bags to hand out at PantegoFest 2015. The Board approved the budget for the Fiscal Year 2015-16 and discussed and selected the online advertisement from the examples provided by the Star Telegram, which will launch in August. Councilmember Adair added the Boards approval of a \$200 grant to Perna's Cajun Kitchen for a refrigerator.

### **CITIZENS OPEN FORUM**

None.

### **APPROVAL OF CONSENT AGENDA ITEMS**

Mayor Paradise reminded Council of the changes made during the work session; such as the changes to the July 20<sup>th</sup> Town Council minutes, no PEDC minutes provided, and moving agenda items number 4 and 7 to the consent agenda.

Councilmember Surratt made a motion to approve Consent Agenda items 1, 2, 3, 4, and 7 with the removal of the PEDC minutes and all other business as discussed in the work session and just now by the Mayor. Mayor Pro-Tem Brewster seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

### **RESOLUTION**

- 4. Discuss, direct, and consider action on Resolution 15-24 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to enter into a contract with Franklin Digital Solutions to upgrade and provide technical support to the Town's Electronic Records Management System; and provide an effective date.**

Town Council Minutes  
July 27, 2015

This item was discussed during the work session and moved to the consent agenda.

**5. Discuss, direct, and consider action on Resolution 15-25 a resolution of the Town Council of the Town of Pantego, Texas, adopting a Procurement Policy for the Town; and providing for an effective date.**

Mayor Paradise announced this item will wait for additional information and for approval at the next council meeting. Mr. Fielder reminded Council the Town does not have a formal process for purchasing and he explained one of the items the Auditor identified as a weakness is the lack of a purchasing policy. Mrs. Carmona has worked very hard over the last year to ensure the Town is following the state law and that we have a clear process for purchasing. The changes from the Finance Committee have been incorporated into this draft. It was recommended by the Finance Committee to raise the Council threshold from \$1,000 to \$3,000. According to the Finance Committee Council gets bogged down with the amount of approvals. They believe staff is capable of handling business that is within the proposed threshold. Mrs. Carmona informed Council the state requires two estimates and to obtain estimates from Historically Underutilized Businesses for everything over \$3,000. She explained this change would allow the City Manager to approve purchase orders in any amount between \$500 and \$3,000 and reminded Council all purchases are put on the website for everyone to see. There was some disagreement on the amount of work the current process creates for Council. Council requested to have the check register included in the Financial Monthly Staff Report. There was discussion on some examples of invoices and purchases that are within this threshold discussion and items that fall under daily operational needs. Some councilmember's were concerned with losing the transparency and opportunity to discuss the reasons for the expenses.

There was discussion on the purchase of gift cards that is given to the children between 10 and 18 years of age as Christmas presents each year for the Town Annual Christmas party for volunteers and board members. The presented policy does not allow for the purchase of gift cards. Council requested to add the words "...upon the City Managers approval."

There was discussion on the policy not allowing the reimbursement of sales tax. Council inquired how this would work for the Texas Municipal League (TML) Conference and the purchase of meals. Mr. Fielder explained the best thing would be to obtain per diem prior to traveling. Mayor and Council stated this will not work for the TML Conference due to eating out and other purchases made at the conference. There was discussion on the amount of money budgeted for Council for the TML Conference and the minimum allowed tip of 15% and raising this amount to 18% or 20%. Mrs. Carmona reminded Council the policy outlines the minimum. Mr. Fielder reminded Council the receipts are shown on the check register and to be mindful of the items contained on the receipts. There was discussion on the use of "may" and "will not be reimbursed sales tax". Mr. Jeffrey informed Council the use of the words are synonyms; however, "shall" is considered different. He agreed to the use of the minimal language in sections 4.9 and 4.10 of the Procurement Card Policy and believes it cover things.

There was discussion on the insurance requirements of the vendors by the Town. Mr. Jeffrey expressed the Town should require an umbrella or at least allow an umbrella insurance. Mrs. Carmona explained this item was forwarded to the underwriter and he agreed to the policy. Mayor Paradise requested a response from the TML insurance representative as to why the Town does not need to include a \$1 million general liability limit, additionally insured requirement, and the best way to handle this through a blank endorsement or a specific endorsement. This item will be discussed further at the next council meeting.

**6. Discuss, direct, and consider action on Resolution 15-26 a resolution of the Town Council of the Town of Pantego, Texas, adopting a Procurement Card Policy for the Town; and providing an effective date.**

Town Council Minutes  
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Mr. Fielder stated this item will be brought back to the next council meeting for discussion with the Procurement Policy.

- 7. Discuss, direct, and consider action on Resolution 15-27 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to award the bid for construction, to negotiate, and to enter into a contract with SYB Construction for the Wagon Wheel construction project; and providing an effective date.**

This item was discussed during the work session and moved to the consent agenda.

- 8. Discuss, direct, and consider action on Resolution 15-28 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manager to enter into an Interlocal Cooperative Purchasing Agreement with the City of Desoto for pavement repairs; and providing an effective date.**

This item was discussed during the work session. Mayor Paradise reminded Council of the changes made.

Councilmember Surratt made a motion to approve Resolution 15-28 as discussed and repeated by the Mayor. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

- 9. Discuss, direct, and consider action on Resolution 15-29 a resolution of the Town Council of the Town of Pantego, Texas, authorizing the City Manger to proceed with the Bowen Road paving repairs in an amount not to exceed \$95,000; and providing for an effective date.**

Mr. Williams introduced this item. He is seeking approval of the funding up to \$95,000 to proceed with C & M Concrete Contractors. He explained the needed repairs are too numerous to list and staff will manage the project similar to the way the Park Row project is being handled. Council clarified the bids were handled by Desoto and the selection was already made. There was discussion on the timeline of the project. Mayor Paradise asked Mr. Jeffrey if the changes made to the Interlocal Agreement superseded the contract documents of the bid to Desoto. Mr. Jeffrey informed Council he agrees with the Resolution as written and believes the contractor would be fine with the documents as long as they are the ordinary and customary documents used. However, if C & M Concrete Contractors has an issue they can come to Council to discuss it.

Council discussed their concerns with the appearance of being open ended, the vague scope of work, and relying on the standards detailed within the Desoto bid documents. Mr. Williams informed Council the contractor will perform a walk through and mark all areas, come back with a cost, and then proceed. Mr. Williams explained the details within the bid documents are set to the Council of Government standards but he will enforce the Town's standards.

Mayor Pro-Tem Brewster made a motion to approve Resolution 15-29 as written and discussed. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Surratt, Barrett, Adair, Brewster.

Nays: None.

Abstentions: None.

Town Council Minutes  
July 27, 2015

Mayor Paradise declared the motion passed unanimously.

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

**10. Discuss, direct, and consider action on Council's participation in the Texas Municipal League 2015 Conference located in San Antonio, Texas.**

Ms. Arrington presented her findings on the details of the TML Conference. There was discussion on the reason the rooms cannot be booked three months prior to the TML conference opening day. Council agreed to make hotel reservations at the Menger Hotel in San Antonio for six people. Mayor Paradise reminded Council August 19<sup>th</sup> is the deadline for TML Conference cancellations. Council discussed their departure date and return date. Mr. Adair stated he cannot confirm his trip to TML yet this year. Council agreed they would check in on Tuesday and check out on Friday.

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 – Denitech Contract.

Mayor Paradise postponed this item.

**COUNCIL INQUIRY**

None.

**ADJOURNMENT**

Mayor Paradise adjourned the regular session at 8:50 p.m.

APPROVED:

\_\_\_\_\_  
Melody Paradise, Mayor

ATTEST:

\_\_\_\_\_  
Julie Arrington, City Secretary

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 8<sup>th</sup> day of July 2015 with the following members present:

Danny Lakey	Vice President
Fred Adair	Secretary
Arsalan Gittiban	Treasurer
Stephanie Springer	Director
Robert Jordan	Director

**Members Absent:**

Don Surratt	Director
Gloria Van Zandt	Director

**Constituting a quorum. Staff present was:**

Matt Fielder	City Manager
Julie Arrington	City Secretary
Ariel Carmona	Finance Director
Chad Joyce	Community Development Director
Scott Williams	Public Works Director

**Also in attendance:**

Pam Mundo	Economic Development Coordinator
-----------	----------------------------------

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

Vice President Danny Lakey called the meeting to order at 7:03 p.m.

**INVOCATION**

Julie Arrington, City Secretary, led the invocation which was followed by the Pledge of Allegiance.

**PRESIDENT'S COMMENTS**

Vice President Lakey welcomed the audience, announced Director Surratt is on vacation, and introduced the new director Robert Jordan.

**PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST**

The PEDC Board and staff presented Director Springer with a congratulatory card on her newest edition to the family.

**REGULAR BUSINESS**

**1. Executive Director Report**

Mr. Fielder announced the first annual Breakfast with the Mayor will be held on July 22<sup>nd</sup> at 7:30 a.m. at the Pantego Lion's Club. Mayor Paradise will give a presentation overview of the town, the business climate, and the department heads of each department will be there for a question and answer session. All Pantego Businesses and the Arlington Chamber of Commerce members will be invited.

Mr. Fielder informed the Board the Park was vandalized on June 17<sup>th</sup> with damage to statues and the awning over the exercise equipment. Staff is currently working with TML attempting to get the insurance to cover the damages and repairs.

Mr. Fielder stated there were several events in June; a ribbon cutting for Timeless Treasure, a Meet & Greet at JR's Restaurant, and the Movie Night in the Park was sponsored by Gloria Van Zandt. The next Community Relations Board movie night is this Saturday, July 11<sup>th</sup> at dusk and is sponsored by Texas Fitt and Anything Goes. The movie night for August is sponsored by Jane Barrett and for September is sponsored by Cowboy Towing.

Mr. Fielder informed the Board the Park Row Project is ahead of schedule. The waterline replacement segment is expected to be complete by the end of July. The contractor is working at night around the intersection of Bowen and Park Row to minimize the effect on traffic.

Mr. Fielder informed the Board the Texas Parks and Wildlife Grant was denied. The Board can re-apply in October.

## **2. Approval of PEDC Minutes**

- **June 10, 2015**

Vice President Lakey advised the line item number 5 and the content do not match. Ms. Arrington will look into this and report back to the board.

Vice President Lakey made a motion to table the minutes for the next meeting. Director Springer seconded the motion.

The vote was as follows:

Ayes: Adair, Jordan, Lakey, Springer, and Gittiban.

Nays: None.

Abstentions: None.

Vice President Lakey declared the motion passed unanimously.

## **CITIZENS OPEN FORUM**

None.

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

### **3. Discuss, direct, and consider action on the appointment of Officers for the 2015-2016 PEDC Board.**

Vice President Lakey introduced this item.

Secretary Adair made a motion to nominate Danny Lakey as President of PEDC. Director Springer seconded the motion.

The vote was as follows:

Ayes: Adair, Jordan, Lakey, Springer, and Gittiban.  
Nayes: None.  
Abstentions: None.

President Lakey declared the motion passed unanimously.

Secretary Adair made a motion to appoint Don Surratt as Vice President of PEDC. Director Springer seconded the motion.

The vote was as follows:  
Ayes: Adair, Jordan, Lakey, Springer, and Gittiban.  
Nayes: None.  
Abstentions: None.

President Lakey declared the motion passed unanimously.

President Lakey made a motion to appoint Fred Adair as secretary. Treasurer Gittiban seconded the motion.

The vote was as follows:  
Ayes: Adair, Jordan, Lakey, Springer, and Gittiban.  
Nayes: None.  
Abstentions: None.

President Lakey declared the motion passed unanimously.

Director Jordan made a motion to appoint Arsalan Gittiban as Treasurer. Director Springer seconded the motion.

The vote was as follows:  
Ayes: Adair, Jordan, Lakey, Springer, and Gittiban.  
Nayes: None.  
Abstentions: None.

President Lakey declared the motion passed unanimously.

**4. Discuss, direct, and consider action on authorizing the Executive Director to enter into a contract with Child's Play for the artificial grass as the Park Playground flooring.**

President Lakey voiced Vice President Surratt's concerns with the warranty to the board. Mr. Fielder explained the company typically sells and installs playground equipment and there are several items in the Terms and Conditions that do not apply to the work the Town is having done. The invoice is bound to a term of net 30 due to the Prompt Pay act. He also explained the company assured him there is a one year warranty on workmanship and installation. There was discussion on a national standard or code requirement for falls and the wear ability of the product. Mr. Fielder explained this is the same product used for athletic fields and will allow a give for lateral falls or sliding.

Secretary Adair made a motion to authorize the Executive Director to enter into a contract with Child's Play to replace the turf at the park as discussed in the amount of \$46,024. Treasurer Gittiban seconded the motion.

The vote was as follows:  
Ayes: Adair, Jordan, Lakey, Springer, and Gittiban.  
Nayes: None.  
Abstentions: None.

President Lakey declared the motion passed unanimously.

**5. Discuss, direct, and consider action on a priority list of repairs to Bicentennial Park.**

Mr. Williams presented a spreadsheet with a list of repairs to be completed to Bicentennial Park. There was discussion on the estimated costs and the scope of work for the different recommended repairs; electrical installation and repairs; painting; awnings; statues; marquee; bike rack; swing set; restrooms; and the bridges. There was discussion on the bridge repairs and replacing the wood with a composite material at the time the bridges are painted. Staff was directed to obtain updated quotes from Moffett Painting for the rust removal and painting of the gazebo, the marquee, and the bike rack; have Sun Sport repair the canopies and remove the rust and paint on the columns; and to have an agenda item on the next agenda for the estimated repairs to the statues and the canopy from the recent vandalism incidents. There was discussion over installing security cameras at the park.

**6. Discuss, direct, and consider action on purchasing and utilizing the Shop Pantego Shopping Bags as a welcome gift for new businesses.**

Ms. Mundo reminded the board they approved the bags and coupons for PantegoFest. At the last PEDC meeting Director Van Zandt requested to provide these bags to new residents and businesses that open a water account with the town as a welcoming gift. There was discussion on the number of residential and business water accounts that are opened each month. Mr. Fielder discussed two other quotes he has received for the bags.

**7. Discussion on the PEDC Fiscal Budget for 2015-16.**

There was discussion on the statue maintenance; the difference in the total expenditures from last year; the transfer out to the General Fund for CRB & PantegoFest; arch lighting; and park projects. Mrs. Carmona explained CRB is requesting \$12,000 for their budget for the fiscal year. Typically each year the board gives money to the General Fund for PantegoFest. The board decided not to give money to the General Fund for PantegoFest this year and instead pay for the items individually; such as advertisement for PantegoFest on an advertisement line item. The Board decided to move \$75,000 from the unidentified projects line to the Bicentennial Park project line. There was discussion on the state required declaration of projects and the matching funds for the grant. The declarations will be performed in October.

**8. Discussion n a joint planning session with Council.**

Mr. Fielder informed the Board the Mayor would like a meeting between the Town Council and the PEDC to discuss items such as marketing and setting a vision for the town. The tentative date is set for Saturday, August 15<sup>th</sup>. The board members in attendance stated they are available on this day.

**President Lakey recessed the regular session for the executive session at 8:51 p.m.**

**President Lakey reconvened the regular session at 9:22 p.m.**

**SCHEDULED EXECUTIVE SESSION**

**The PEDC may convene in the City Manager's Office pursuant to the Texas Government Code for an executive session as follows:**

- **Pursuant to Government Code Section 551.087 to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations. Cookie Machine.**

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

President Lakey declared no action was taken on the executive session.

President Lakey informed the Board the previous question on the Minutes has been answered and would like to reopen the agenda item #2 Approval of PEDC Minutes with the Boards Approval. The Board Approved.

**2. Approval of PEDC Minutes**

- June 10, 2015

Ms. Arrington informed the board the line item on the minutes was improper and has been changed. The Board reviewed the corrected minutes.

Director Springer made a motion to approve the June 10, 2015 PEDC minutes with the correction to line item number 5. Secretary Adair seconded the motion.

The vote was as follows:

Ayes: Adair, Jordan, Lakey, Springer, and Gittiban.

Nays: None.

Abstentions: None.

President Lakey declared the motion passed unanimously.

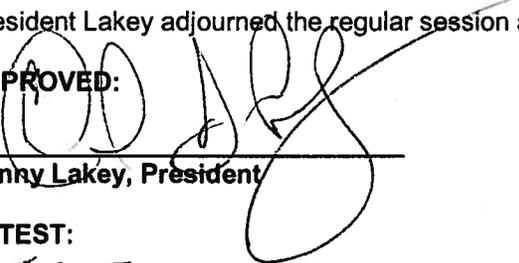
**PEDC MEMBER INQUIRY**

None.

**ADJOURNMENT**

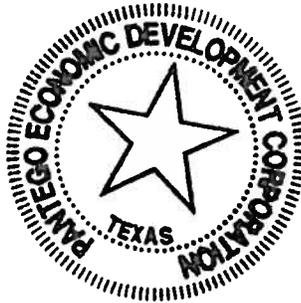
President Lakey adjourned the regular session at 9:23 p.m.

APPROVED:

  
\_\_\_\_\_  
Danny Lakey, President

ATTEST:

  
\_\_\_\_\_  
Fred Adair, Secretary





# AGENDA BACKGROUND

**AGENDA ITEM:** Proclamation honoring Ana Tham for her life-saving efforts at the Waterford located in Pantego

**Date:** August 10, 2014

---

**PRESENTER:**

Mayor Melody Paradise

**BACKGROUND:**

Mayor Paradise received information from Ms. Lundquist with Agape Home Care, Inc. regarding one of their employees, Anna Tham. She saved the life of Mr. Frank Pickle, a resident at the Waterford, who was Choking during one of his meals.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

Proclamation



# Proclamation

- WHEREAS,** On April 20, 2015 Anna Tham, a Certified Nurse Assistant and Team Leader for Agape Home Care, was at the Waterford providing care to a resident; AND
- WHEREAS,** During the course of performing her duties, Ms. Tham observed Mr. Frank Pickle acting distressed and found that he was choking while eating a meal; AND
- WHEREAS,** Anna's quick response and reaction allowed her to utilize her training by performing the Heimlich maneuver, saving Mr. Pickles life; AND
- WHEREAS,** Anna Tham deserves our sincerest thanks, recognition, and praise for her life saving efforts, quick response, and professionalism in the line of duty.

**NOW, THEREFORE, I, MELODY PARADISE, MAYOR OF THE TOWN OF PANTEGO, ALONG WITH THE ENTIRE TOWN COUNCIL, URGE ALL CITIZENS TO JOIN ME IN HONORING AND DECLARING:**

**AUGUST 10, 2015  
ANNA THAM DAY**

IN WITNESS WHEREOF I HAVE HEREUNTO SET MY HAND  
AND CAUSED THE SEAL OF THE TOWN OF PANTEGO TO  
BE AFFIXED THIS 10<sup>TH</sup> DAY OF AUGUST 2015.

---

**MELODY PARADISE  
MAYOR**



# AGENDA BACKGROUND

**AGENDA ITEM:** Introduction of new employees

**Date:** August 10, 2014

---

**PRESENTER:**

Scott Williams, Public Works Director

**BACKGROUND:**

Mr. Williams has hired Kyle Sugg to fill the Foreman position and Juan Carlos Rodriguez to fill the Maintenance Worker I position with Public Works.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

None.



# AGENDA BACKGROUND

**AGENDA ITEM:** Introduction of new employees

**Date:** August 10, 2014

---

**PRESENTER:**

Barry Reeves, Assistant Police Chief

**BACKGROUND:**

Chief Reeves has hired Donna Stewart, Karen St. Valentine, and Cindy Pontley to fill the Dispatcher positions with the Police Department.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

N/A

**ATTACHMENTS:**

None.



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, review and receive the 2015 Certified Appraisal Roll from the Tarrant Appraisal District.

**DATE:** August 10, 2015

---

**PRESENTERS:** Matthew Fielder, City Manager  
Ariel Carmona, Finance Director

**BACKGROUND:**

Receive the 2015 Ad-Valorem Certified Tax Roll from the Tarrant Appraisal District.

**FISCAL IMPACT:**

Ad Valorem (Property) tax revenue (levy) is calculated by multiplying a tax rate (adopted by Council) by the estimated net taxable value provided by the Tarrant Appraisal District. The Tarrant County Tax Office bills and collects Ad Valorem taxes levied by the Town.

**RECOMMENDATION:**

No action necessary on this item – For informational purposes only.

**ATTACHMENTS:**

2015 Certified Appraisal Roll  
2014 Certified Appraisal Roll (for comparison purposes only)

Director's Review: AC  
City Manager's Review: \_\_\_\_\_



Jeff Law  
Executive Director  
Chief Appraiser

July 22, 2015

To: Tarrant County Taxing Entities

From: Jeff Law

A handwritten signature in black ink, appearing to read "Jeff Law", is written over the printed name.

Subject: July 2015 Certified Roll

Please find attached the 2015 July certified appraisal roll. State law requires that I provide this report of value to each taxing entity on or around July 25<sup>th</sup> of each calendar year.

The attached report will show the value we are able to certify for the 2015 tax year along with any accounts that remain under protest and any known accounts that are incomplete or are in a "need review" status. While we are certifying this year's roll from a new software system, the District has worked diligently with our software provider, Thomson Reuters, to ensure the accuracy of the data provided.

The District replaced its 30 year old legacy system with a more modern up to date software program. As a result, reporting is different and we are striving to make sure the new reports and data meet the expectations of our intended users. We will continue to review the processes, data, and roll products to make enhancements and improvements as we go forward.

You may notice the number of protests and values associated with those protests are much lower than in years past. I am very pleased with the TAD staff who worked hard to process and handle these protests in the most efficient manner. I am also very pleased with the work of the Appraisal Review Board. The staff and review board did a great job at resolving as many protests as possible before certification.

We appreciate everyone's patience during this time of adjustment and look forward to working with you throughout this year and the years to come.



Jeff Law, Chief Appraiser

## 019 TOWN OF PANTEGO

### Appraisal Roll Information Valuation Summary as of July 25, 2015 2015 Certified Property Information

I, Jeff Law, Chief Appraiser for the Tarrant Appraisal District, to the best of my ability do solemnly swear that the attached is that portion of the appraisal roll for the Tarrant Appraisal District which lists property taxable by the above named entity and constitutes their Certified Appraisal Roll.

**APPRAISED VALUE** (Considers Value Caps) -----> **301,592,247**

<b>Absolute Exemptions</b>	<b>8,196,487</b>
<b>Cases Before ARB</b>	<b>4,304,414</b>
<b>Incompletes</b>	<b>15,401,959</b>
<b>Exemptions</b>	<b>42,887,738</b>

(See Totals report for breakdown of each Exemption)

**NET TAXABLE VALUE** -----> **230,801,649**

Appraised Value minus Exemptions amount, minus Cases Before ARB amount, minus Incompletes, equals the Net Taxable Value.

**ESTIMATED NET TAXABLE VALUE** -----> **249,214,591**

Including suggested values to be used for pending ARB accounts (see page two) and Incompletes (see page three).

---

Jeff Law, Chief Appraiser



## **019 TOWN OF PANTEGO**

### **Appraisal Roll Information Valuation Summary as of July 25, 2015**

#### **2015 Appraisal Review Board Information**

Section 25.01 (c) of the State Property Tax code directs the Chief Appraiser to prepare a list of all properties under protest with the Appraisal Review Board and pending disposition at the time of value roll certification.

**The values below are from the ARB roll and are not included in the totals certified by the Chief Appraiser and represented on page 1 of this report.**

**4,304,414**

**Total appraised value of properties under protest.**

**4,304,414**

**Net taxable value of properties under protest.**

**3,013,090**

**Estimated minimum taxable value for the same properties. This value should be added to the net taxable value on page one.**



## **019 TOWN OF PANTEGO**

### **Appraisal Roll Information Valuation Summary as of July 25, 2015**

#### **2015 Incomplete Property Information**

Section 26.01(d) of the State Property Tax Code directs the Chief Appraiser to prepare a list of all properties that are not on the appraisal roll and not included on the ARB roll.

**The values below are from the incomplete property listing and are not included in the totals provided by the Chief Appraiser and represented on page 1 of this report.**

**The value of incomplete properties are subject to change and are also subject to appeal before the Appraisal Review Board.**

**15,401,959**

**Total appraised value of incomplete properties**

**15,399,852**

**Estimated net taxable value of incomplete properties.**

**This value should be added to the net  
taxable value on page one.**



Tarrant Appraisal District  
TOWN OF PANTEGO 019  
Totals for Roll Instance July Roll - 220  
2015

<b>Value Detail</b>	<b>Market</b>	<b>Appraised</b>	<b>Counts</b>	<b>Taxable</b>
Real Estate Residential	143,319,154	143,179,168	918	100,318,395
Real Estate Commercial	112,270,209	112,270,209	233	104,351,467
Real Estate Industrial	744,030	744,030	3	744,030
Personal Property Commercial	40,757,555	40,757,555	589	40,686,298
Personal Property Industrial	2,287,925	2,287,925	9	2,287,925
Mineral Lease Properties	2,353,360	2,353,360	8,943	2,117,800
Agricultural Properties	0	0	0	0
<b>Total Value</b>	<b>301,732,233</b>	<b>301,592,247</b>	<b>10,695</b>	<b>250,505,915</b>
<b>Pending Detail</b>	<b>Market</b>	<b>Appraised</b>	<b>Counts</b>	<b>Taxable</b>
Cases Before ARB	4,304,414	4,304,414	7	4,304,414
Incomplete Accounts	15,401,959	15,401,959	261	15,399,852
<b>Certified Value</b>	<b>282,025,860</b>	<b>281,885,874</b>	<b>10,427</b>	<b>230,801,649</b>

Exemption Detail	Market	Exempt	Counts	88
				Appraised
Absolute Public	1,106,309	1,106,309	35	1,106,309
Absolute Charitable	5,740,131	5,740,131	6	5,740,131
Absolute Miscellaneous	0	0	0	0
Absolute Religious & Private Schools	1,350,047	1,350,047	6	1,350,047
Indigent Housing	0	0	0	0
Nominal Value	204,240	204,240	2,780	204,240
Disabled Vet 10-29%	737,500	20,000	4	737,500
Disabled Vet 30-49%	318,100	15,000	2	318,100
Disabled Vet 50-69%	0	0	0	0
Disabled Vet 70-99%	2,619,200	192,000	16	2,619,200
Disabled Vet 100%	878,500	466,800	4	878,500
Surviving Spouse Disabled Vet 100%	0	0	0	0
Donated Disabled Vet	0	0	0	0
Surviving Spouse Donated Disabled Vet	0	0	0	0
Surviving Spouse KIA Armed Service Member	0	0	0	0
Transfer Base Value for SS Disable Vet	0	0	0	0
Inventory	3,690,402	0	0	3,690,402
Homestead State Mandated-General	0	0	0	0
Homestead State Mandated-Over 65	0	0	0	0
Homestead State Mandated-Disabled Person	0	0	0	0
Homestead Local Option-General	119,284,975	23,746,200	706	119,144,989
Homestead Local Option-Over 65	58,655,966	18,190,000	365	58,524,846
Homestead Local Option-Disabled Person	810,800	50,000	5	810,800
Solar & Wind Powered Devices	0	0	0	0
Pollution control	0	0	0	0
Community Housing Development	0	0	0	0
Abatements	0	0	0	0
Historic Sites	0	0	0	0
Foreign Trade Zone	0	0	0	0
Misc Personal Property (Vehicles, etc.)	0	0	0	0
<b>Total Exemptions</b>		<b>51,080,727</b>	<b>3,929</b>	

Deferrals	Market	Deferred	Counts	Appraised
Ag Deferrals	0	0	0	0
Scenic Deferrals	0	0	0	0
Public Access Airports	0	0	0	0
Other Deferrals	0	0	0	0
<b>Total Deferrals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>New Exemptions</b>	<b>Market</b>	<b>Exempt</b>	<b>Counts</b>	<b>89 Appraised</b>
Absolute Public	0	0	0	0
Absolute Charitable	0	0	0	0
Absolute Miscellaneous	0	0	0	0
Absolute Religious & Private Schools	0	0	0	0
Indigent Housing	0	0	0	0
Nominal Value	0	0	0	0
Disabled Vet 10-29%	0	0	0	0
Disabled Vet 30-49%	0	0	0	0
Disabled Vet 50-69%	0	0	0	0
Disabled Vet 70-99%	151,300	12,000	1	151,300
Disabled Vet 100%	0	0	0	0
Surviving Spouse Disabled Vet 100%	0	0	0	0
Donated Disabled Vet	0	0	0	0
Surviving Spouse Donated Disabled Vet	0	0	0	0
Surviving Spouse KIA Armed Service Member	0	0	0	0
Transfer Base Value for SS Disable Vet	0	0	0	0
Inventory	0	0	0	0
Homestead State Mandated-General	0	0	0	0
Homestead State Mandated-Over 65	0	0	0	0
Homestead State Mandated-Disabled Person	0	0	0	0
Homestead Local Option-General	4,082,992	795,453	26	4,082,992
Homestead Local Option-Over 65	1,014,550	350,000	7	1,014,550
Homestead Local Option-Disabled Person	0	0	0	0
Solar & Wind Powered Devices	0	0	0	0
Pollution control	0	0	0	0
Community Housing Development	0	0	0	0
Abatements	0	0	0	0
Historic Sites	0	0	0	0
Foreign Trade Zone	0	0	0	0
Misc Personal Property (Vehicles, etc.)	0	0	0	0
<b>Total New Exemptions</b>		<b>1,157,453</b>	<b>34</b>	

<b>New Construction</b>	<b>Market</b>	<b>New Value</b>	<b>Counts</b>	<b>Taxable</b>
All Real Estate	2,029,046	1,681,096	6	2,029,046
New business in new improvement	0	0	0	0
<b>Total New Construction</b>	<b>2,029,046</b>	<b>1,681,096</b>	<b>6</b>	<b>2,029,046</b>
New Construction in Residential	2,029,046	1,681,096	6	2,029,046
New Construction in Commercial	0	0	0	0
	<b>Market</b>	<b>Appraised</b>	<b>Counts</b>	<b>Taxable</b>
Annexation	0	0	0	0
Deannexation	0	0	0	0

<b>Tax Ceiling</b>	<b>Market</b>	<b>Taxable</b>	<b>Counts</b>	<b>90 Ceiling Amount</b>
Over 65	0	0	0	0.00
Disable Person	0	0	0	0.00
<b>Total Ceilings</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
New Over 65 Ceilings	0	0	0	0.00
New Disabled Person Ceilings	0	0	0	0.00
<b>Capped Accounts</b>	<b>Market</b>	<b>Cap Loss</b>	<b>Counts</b>	<b>Appraised</b>
Cap Total	1,926,690	139,986	9	1,786,704
New Cap this Year	0	0	0	0
<b>All Exemptions by Group</b>	<b>Market</b>	<b>Exempt</b>	<b>Counts</b>	<b>Appraised</b>
Residential	119,465,748	42,860,773	713	119,325,762
Commercial	7,990,992	7,987,892	25	7,990,992
Industrial	0	0	0	0
Mineral Lease	235,560	235,560	2,796	235,560
Agricultural	0	0	0	0
<b>ExemptionTotal</b>	<b>127,692,300</b>	<b>51,084,225</b>	<b>3,534</b>	<b>127,552,314</b>
	<b>Market</b>	<b>Exempt</b>	<b>Counts</b>	<b>Appraised</b>
Prorated Absolute	0	0	0	0
Multi-Prorated Absolute	0	0	0	0
		<b>Current Taxable</b>	<b>Counts</b>	<b>Appraised</b>
Value Loss - 25.25(d)		0	0	0
	<b>Average Market</b>	<b>Average Appraised</b>	<b>Counts</b>	<b>Average Taxable</b>
Averages for Value Single Family	164,994	164,831	850	114,843

25 JUL 2014


**TARRANT APPRAISAL DISTRICT**

TOWN OF PANTEGO

## 2014 Supplemental Certified Appraisal Roll Valuation Summary

I, Jeff Law, Chief Appraiser for the Tarrant Appraisal District, to the best of my ability do solemnly swear that the attached is that portion of the appraisal roll of the Tarrant Appraisal District which lists property taxable by the above named entity and constitutes their supplemental certified appraisal roll.

**APPRAISED VALUE** (Considers Value Caps) - - - - - > \$ 299,216,218

Absolute Exemption	\$	8,220,832
Cases before ARB	\$	4,267,378
Incompletes	\$	2,884,208
Deferred, Special Use, and Partial Exemptions	\$	43,097,111

See Totals Report for breakdown of each Exemption

**NET TAXABLE VALUE** - - - - - > \$ 240,746,689

Appraised value minus Absolute Exemption amount, minus ARB amount, minus Incompletes, minus Deferred, Special Use and Partial Exemptions to equal the NTV.

**ESTIMATED NET TAXABLE VALUE** - - - - - > \$ 246,593,114

Including suggested values to be used for pending A.R.B. accounts (see page two), and Incomplete accounts (see page three).

  
\_\_\_\_\_  
Jeff Law, Chief Appraiser

25 JUL 2014



TARRANT APPRAISAL DISTRICT  
Jeff Law, Chief Appraiser

TOWN OF PANTEGO

## 2014 Appraisal Review Board Information

Section 25.01 (c) of the State Property Tax Code directs the chief appraiser to prepare a list of all properties under protest with the Appraisal Review Board and pending disposition at the time of value roll certification.

**The values below are from the ARB roll and are not included in the totals certified by the chief appraiser and represented on page 1 of this report.**

\$	4,267,378	Total appraised value of properties under protest.
\$	4,238,938	Net taxable value of properties under protest.
\$	2,967,256	Estimated minimum taxable value for the same properties. This value should be added to the net taxable value on page one.

25 JUL 2014



**TARRANT APPRAISAL DISTRICT**  
**Jeff Law, Chief Appraiser**

TOWN OF PANTEGO

## **2014 Incomplete Property Information**

Section 26.01(d) of the State Property Tax Code directs the chief appraiser to prepare a list of all properties that are not on the certified appraisal roll and not included on the ARB roll.

**The values below are from the incomplete property listing and are not included in the totals certified by the chief appraiser and represented on page 1 of this report.**

**The value of incomplete properties are subject to change and are also subject to appeal before the Appraisal Review Board.**

\$	2,884,208	Total appraised value of incomplete properties
\$	2,879,169	Estimated net taxable value of incomplete properties

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TARRANT APPRAISAL DISTRICT  
 TOWN OF PANTEGO  
 TOTALS REPORT  
 2014

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REPORT ITEM		APPRAISED VALUE	ACCOUNTS	TAXABLE VALUE
1. REAL ESTATE RESIDENTIAL	(+)	142,308,244	937	99,233,630
2. REAL ESTATE COMMERCIAL	(+)	111,610,953	233	103,684,176
3. REAL ESTATE INDUSTRIAL	(+)	744,030	3	744,030
4. PERSONAL PROPERTY COMMERCIAL	(+)	40,821,886	616	40,722,615
5. PERSONAL PROPERTY INDUSTRIAL	(+)	2,535,275	10	2,535,275
6. MINERAL LEASE PROPERTIES	(+)	1,195,830	8,935	945,070
7. AGRICULTURE PROPERTIES	(+)	0	0	0
8. TOTAL APPRAISED VALUE	(=)	299,216,218	10,734	247,864,796
9. CASES BEFORE ARB	(-)	4,267,378	18	4,238,938
10. INCOMPLETE ACCOUNTS	(-)	2,884,208	2,517	2,879,169
11. CERTIFIED APPRAISED VALUE	(=)	292,064,632	8,199	240,746,689
EXEMPTION DETAIL		EXEMPT AMOUNT	ACCOUNTS	APPRAISED VALUE
12. ABSOLUTE EXEMPTIONS		8,220,832	45	8,220,832
13. AG DEFERRALS		0	0	0
14. SCENIC DEFERRALS		0	0	0
15. ABATEMENTS		0	0	0
16. PUBLIC ACCESS AIRPORTS		0	0	0
17. INDIGENT HOUSING		0	0	0
18. NOMINAL VALUE ACCOUNTS		231,710	3,905	231,710
19. DISABLED VETS		1,258,100	24	4,163,700
20. FREEPORT INVENTORY		0	0	0
21. GOODS IN TRANSIT		0	0	0
22. HOMESTEADS - STATE MANDATE		0	0	0
23. OVER 65 - STATE MANDATE		0	0	0
24. DISABLED - STATE MANDATE		0	0	0
25. HOMESTEADS - LOCAL OPTION		23,507,301	704	117,802,098
26. OVER 65 - LOCAL OPTION		18,040,000	367	57,829,274
27. DISABLED - LOCAL OPTION		60,000	6	964,200
28. SOLAR/WIND		0	0	0
29. POLLUTION CONTROL		0	0	0
30. COMM HSE DEV		0	0	0
31. PRORATED ABSOLUTE		0	0	0
32. HISTORIC SITES		0	0	0
33. FOREIGN TRADE ZONE		0	0	0
34. TOTAL EXEMPT AMOUNT	(-)	51,317,943		
35. NET TAXABLE VALUE	(=)	240,746,689	8,199	292,064,632
NEW EXEMPTIONS THIS YEAR (INCLUDED IN ITEM 12 TO 33)		EXEMPT AMOUNT	ACCOUNTS	APPRAISED VALUE
36. NEW ABSOLUTE EXEMPTIONS		0	0	0
37. NEW AG DEFERRALS		0	0	0
38. NEW SCENIC DEFERRALS		0	0	0
39. NEW ABATEMENTS		0	0	0
40. NEW PUBLIC ACCESS AIRPORTS		0	0	0
41. NEW INDIGENT HOUSING		0	0	0
42. NEW NOMINAL VALUE ACCOUNTS		0	0	0
43. NEW DISABLED VETS		5,000	1	263,900
44. NEW FREEPORT INVENTORY		0	0	0
45. NEW GOODS IN TRANSIT		0	0	0

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TARRANT APPRAISAL DISTRICT  
TOWN OF PANTEGO  
TOTALS REPORT  
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NEW EXEMPTIONS THIS YEAR	EXEMPT AMOUNT	ACCOUNTS	APPRAISED VALUE
46. NEW HOMESTEADS - STATE MANDATE	0	0	0
47. NEW OVER 65 - STATE MANDATE	0	0	0
48. NEW DISABLED - STATE MANDATE	0	0	0
49. NEW HOMESTEADS - LOCAL OPTION	324,219	8	1,621,095
50. NEW OVER 65 - LOCAL OPTION	50,000	1	269,100
51. NEW DISABLED - LOCAL OPTION	0	0	0
52. NEW SOLAR/WIND	0	0	0
53. NEW POLLUTION CONTROL	0	0	0
54. NEW COMM HSE DEV	0	0	0
55. NEW PRORATED ABSOLUTE	0	0	0
56. NEW HISTORIC SITES	0	0	0
57. NEW FOREIGN TRADE ZONE	0	0	0

NEW CONSTRUCTION	TAXABLE VALUE	ACCOUNTS	APPRAISED VALUE
58. ALL REAL ESTATE	1,462,159	11	1,543,282
59. NEW BUSINESS IN NEW IMPROVEMENT	0	0	0
60. TOTAL NEW CONSTRUCTION	1,462,159	11	1,543,282
61. NEW CONSTRUCTION IN RESIDENTIAL	1,235,926	9	1,317,049
62. NEW CONSTRUCTION IN COMMERCIAL	226,233	2	226,233

63. ANNEXATIONS	0	0	0
64. DEANNEXATIONS	0	0	0

TAX CEILINGS	TAXABLE VALUE	ACCOUNTS	CEILING AMOUNT
65. OVER 65	0	0	.00
66. DISABLED PERSON	0	0	.00
67. TOTAL CEILINGS (INCLUDED IN ABOVE)	0	0	.00
68. NEW OVER 65 CEILINGS	0	0	.00
69. NEW DISABLED PERSON CEILINGS	0	0	.00

CAPPED ACCOUNTS	CAP VALUE	ACCOUNTS	CAP LOSS
70. CAP TOTAL	1,204,224	6	168,176
71. NEW CAP THIS YEAR	839,579	5	73,921

ALL EXEMPTIONS BY GROUP	EXEMPT AMOUNT	ACCOUNTS	APPRAISED VALUE
72. ALL RESIDENTIAL ACCOUNTS	43,074,614		142,308,244
73. ALL COMMERCIAL ACCOUNTS	8,026,048		152,432,839
74. ALL INDUSTRIAL ACCOUNTS	0		3,279,305
75. ALL MINERAL LEASE ACCOUNTS	250,760		1,195,830
76. ALL AGRICULTURE ACCOUNTS	0		0



# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss, review and consider action on a proposed Tax Year 2015 Ad Valorem tax rate to be voted upon and during the regularly scheduled Town Council Meeting on September 28, 2015 and after two scheduled public hearings on August 24, 2015 and September 14, 2015 at 7:30 pm.

**DATE:** August 10, 2015

**PRESENTERS:** Matthew Fielder, City Manager  
Ariel Carmona, Finance Director

**BACKGROUND:**

Truth-in-Taxation laws require that when a proposed tax rate for the entity's budget exceeds the rollback rate or the effective rate, whichever is lower, the taxing unit's governing body must vote to place a proposal to adopt the tax rate in the agenda as an action item. The vote must be recorded and the proposal must specify the desired rate.

If the motion passes, the governing body must schedule two public hearings on the proposed tax rate and notify the public of the dates, times and place for these hearings. The Town must also provide information about the proposed tax rate at least seven days before the scheduled public hearings. The notice of these public hearings will also be posted on the Town's website and published in the Town's newspaper of record.

**FISCAL IMPACT:**

The current tax rate is \$.420000 per \$100.00 dollar valuation.  
The effective rate is \$.418485 per \$100.00 dollar valuation.  
The rollback rate is \$.424188 per \$100.00 dollar valuation

**RECOMMENDATION:**

In order to comply with Truth in Taxation laws, the Town Council will vote to place a proposal to adopt a tax rate of \$0.420000 per \$100 valuation.

Two public hearings will be held regarding the proposed tax rate. Both public hearings will be held during a regular Town Council meeting. The first public hearing will be held on August 24th, the second on September 14th, 2015 in the Council Chambers at 7:30 p.m.

The Tax Code requires that the governing body adopt the tax rate no less than three days but no more than 14 days after the second public hearing. First and final reading to vote to adopt the proposed tax rate will be held at a regular scheduled Town Council meeting on September 28th, 2015 in the Council Chambers at 7:30 p.m.

**ATTACHMENT:**

2015 Tax Rate Worksheets  
Notice of Effective and Rollback Rates  
Ad Valorem Tax Analysis 2006 through 2015 Tax Years (FY2007-2016)  
Estimated Net Taxable Values and Tax Rates – 10-Year Trend  
Appraised Values by Property Type – 10-Year Trend

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

## 2015 Effective Tax Rate Worksheet Town of Pantego

Date: 07/31/2015 02:07 PM

<p><b>1. 2014 total taxable value.</b> Enter the amount of 2014 taxable value on the 2014 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14).<sup>1</sup></p>	\$247,314,738
<p><b>2. 2014 tax ceilings.</b> Counties, cities and junior college districts. Enter 2014 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2014 or a prior year for homeowners age 65 or older or disabled, use this step.<sup>2</sup></p>	\$0
<p><b>3. Preliminary 2014 adjusted taxable value.</b> Subtract Line 2 from Line 1.</p>	\$247,314,738
<p><b>4. 2014 total adopted tax rate.</b></p>	\$0.420000/\$100
<p><b>5. 2014 taxable value lost because court appeals of ARB decisions reduced 2014 appraised value.</b>  <b>A. Original 2014 ARB Values.</b>  <b>B. 2014 values resulting from final court decisions.</b>  <b>C. 2014 value loss.</b> Subtract B from A.<sup>3</sup></p>	<p style="text-align: right;">\$0</p> <p style="text-align: right;">\$0</p> <p style="text-align: right;">\$0</p>
<p><b>6. 2014 taxable value, adjusted for court-ordered reductions.</b> Add Line 3 and Line 5C.</p>	\$247,314,738
<p><b>7. 2014 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2014.</b> Enter the 2014 value of property in deannexed territory.<sup>4</sup></p>	\$0
<p><b>8. 2014 taxable value lost because property first qualified for an exemption in 2015.</b> Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost to freeport or goods-in-transit exemptions.  <b>A. Absolute exemptions.</b> Use 2014 market value:  <b>B. Partial exemptions.</b> 2015 exemption amount or 2015 percentage exemption times 2014 value:  <b>C. Value loss.</b> Add A and B.<sup>5</sup></p>	<p style="text-align: right;">\$0</p> <p style="text-align: right;">\$1,157,453</p> <p style="text-align: right;">\$1,157,453</p>
<p><b>9. 2014 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2015.</b> Use only properties that qualified in 2015 for the first time; do not use properties that qualified in 2014.  <b>A. 2014 market value:</b>  <b>B. 2015 productivity or special appraised value:</b></p>	<p style="text-align: right;">\$0</p> <p style="text-align: right;">\$0</p>

C. <b>Value loss.</b> Subtract B from A. <sup>6</sup>	98	\$0
<b>10. Total adjustments for lost value.</b> Add lines 7, 8C and 9C.		\$1,157,453
<b>11. 2014 adjusted taxable value.</b> Subtract Line 10 from Line 6.		\$246,157,285
<b>12. Adjusted 2014 taxes.</b> Multiply Line 4 by Line 11 and divide by \$100.		\$1,033,860
<b>13. Taxes refunded for years preceding tax year 2014.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2014. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2014. This line applies only to tax years preceding tax year 2014. <sup>7</sup>		\$576
<b>14. Taxes in tax increment financing (TIF) for tax year 2014.</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2015 captured appraised value in Line 16D, enter 0. <sup>8</sup>		\$0
<b>15. Adjusted 2014 taxes with refunds and TIF adjustment.</b> Add Lines 12 and 13, subtract Line 14. <sup>9</sup>		\$1,034,436
<b>16. Total 2015 taxable value on the 2015 certified appraisal roll today.</b> This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled. <sup>10</sup>		
A. <b>Certified values:</b>		\$230,801,649
B. <b>Counties:</b> Include railroad rolling stock values certified by the Comptroller's office:		\$0
C. <b>Pollution control exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control property:		\$0
D. <b>Tax increment financing:</b> Deduct the 2015 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2015 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 21 below. <sup>11</sup>		\$0
E. <b>Total 2015 value.</b> Add A and B, then subtract C and D.		\$230,801,649
<b>17. Total value of properties under protest or not included on certified appraisal roll.</b> <sup>12</sup>		
A. <b>2015 taxable value of properties under protest.</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value. <sup>13</sup>		\$3,013,090
B. <b>2015 value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about, but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value. <sup>14</sup>		\$15,399,852

<b>C. Total value under protest or not certified:</b> Add A and B.	99 \$18,412,942
<b>18. 2015 tax ceilings.</b> Counties, cities and junior colleges enter 2015 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2014 or a prior year for homeowners age 65 or older or disabled, use this step. <sup>15</sup>	\$0
<b>19. 2015 total taxable value.</b> Add Lines 16E and 17C. Subtract Line 18.	\$249,214,591
<b>20. Total 2015 taxable value of properties in territory annexed after Jan. 1, 2014.</b> Include both real and personal property. Enter the 2015 value of property in territory annexed. <sup>16</sup>	\$0
<b>21. Total 2015 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2014. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2014, and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for 2015. <sup>17</sup>	\$2,029,046
<b>22. Total adjustments to the 2015 taxable value.</b> Add Lines 20 and 21.	\$2,029,046
<b>23. 2015 adjusted taxable value.</b> Subtract Line 22 from Line 19.	\$247,185,545
<b>24. 2015 effective tax rate.</b> Divide Line 15 by Line 23 and multiply by \$100. <sup>18</sup>	\$0.418485/\$100
<b>25. COUNTIES ONLY.</b> Add together the effective tax rates for each type of tax the county levies. The total is the 2015 county effective tax rate. <sup>19</sup>	

A county, city or hospital district that adopted the additional sales tax in November 2014 or in May 2015 must adjust its effective tax rate. The Additional Sales Tax Rate Worksheet sets out this adjustment. Do not forget to complete the Additional Sales Tax Rate Worksheet if the taxing unit adopted the additional sales tax on these dates.

<sup>1</sup>Tex. Tax Code Section 26.012(14)

<sup>2</sup>Tex. Tax Code Section 26.012(14)

<sup>3</sup>Tex. Tax Code Section 26.012(13)

<sup>4</sup>Tex. Tax Code Section 26.012(15)

<sup>5</sup>Tex. Tax Code Section 26.012(15)

<sup>6</sup>Tex. Tax Code Section 26.012(15)

<sup>7</sup>Tex. Tax Code Section 26.012(13)

<sup>8</sup>Tex. Tax Code Section 26.03(c)

<sup>9</sup>Tex. Tax Code Section 26.012(13)

<sup>10</sup>Tex. Tax Code Section 26.012(15)

<sup>11</sup>Tex. Tax Code Section 26.03(c)

<sup>12</sup>Tex. Tax Code Section 26.01(c)

<sup>13</sup>Tex. Tax Code Section 26.04 and 26.041

<sup>14</sup>Tex. Tax Code Section 26.04 and 26.041

<sup>15</sup>Tex. Tax Code Section 26.012(6)

<sup>16</sup>Tex. Tax Code Section 26.012(17)

<sup>17</sup>Tex. Tax Code Section 26.012(17)

<sup>18</sup>Tex. Tax Code Section 26.04(c)

<sup>19</sup>Tex. Tax Code Section 26.04(d)

## 2015 Rollback Tax Rate Worksheet Town of Pantego

Date: 07/31/2015

<b>26. 2014 maintenance and operations (M&amp;O) tax rate.</b>	\$0.385320/\$100
<b>27. 2014 adjusted taxable value.</b> Enter the amount from Line 11.	\$246,157,285
<b>28. 2014 M&amp;O taxes.</b>	
A. Multiply Line 26 by Line 27 and divide by \$100.	\$948,493
B. <b>Cities, counties and hospital districts with additional sales tax:</b> Amount of additional sales tax collected and spent on M&O expenses in 2014. Enter amount from full year's sales tax revenue spent for M&O in 2014 fiscal year, if any. Other taxing units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.	\$268,030
C. <b>Counties:</b> Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other taxing units enter 0.	\$0
D. <b>Transferring function:</b> If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in H below. The taxing unit receiving the function will add this amount in H below. Other taxing units enter 0.	\$0
E. <b>Taxes refunded for years preceding tax year 2014:</b> Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2014. This line applies only to tax years preceding tax year 2014.	\$495
F. <b>Enhanced indigent health care expenditures:</b> Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.	\$0
G. <b>Taxes in TIF:</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2015 captured appraised value in Line 16D, enter 0.	\$0
<b>H. Adjusted M&amp;O Taxes.</b> Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G.	\$1,217,018
<b>29. 2015 adjusted taxable value.</b> Enter Line 23 from the Effective Tax Rate Worksheet.	\$247,185,545
<b>30. 2015 effective maintenance and operations rate.</b> Divide Line 28H by Line 29 and multiply by \$100.	\$0.492350/\$100
<b>31. 2015 rollback maintenance and operation rate.</b> Multiply Line 30 by 1.08.	\$0.531738/\$100

<p><b>32. Total 2015 debt to be paid with property taxes and additional sales tax revenue.</b>          "Debt" means the interest and principal that will be paid on debts that:</p> <ul style="list-style-type: none"> <li>(1) are paid by property taxes,</li> <li>(2) are secured by property taxes,</li> <li>(3) are scheduled for payment over a period longer than one year and</li> <li>(4) are not classified in the taxing unit's budget as M&amp;O expenses.</li> </ul> <p>A. <b>Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. List the debt in Schedule B: Debt Service.</p> <p>B. Subtract <b>unencumbered fund amount</b> used to reduce total debt.</p> <p>C. Subtract <b>amount paid</b> from other resources.</p> <p>D. <b>Adjusted debt.</b> Subtract B and C from A.</p>	<p>\$0</p> <p>\$0</p> <p>\$0</p> <p>\$0</p>
<p><b>33. Certified 2014 excess debt collections.</b> Enter the amount certified by the collector.</p>	<p>\$0</p>
<p><b>34. Adjusted 2015 debt.</b> Subtract Line 33 from Line 32D.</p>	<p>\$0</p>
<p><b>35. Certified 2015 anticipated collection rate.</b> Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.</p>	<p>100.00%</p>
<p><b>36. 2015 debt adjusted for collections.</b> Divide Line 34 by Line 35</p>	<p>\$0</p>
<p><b>37. 2015 total taxable value.</b> Enter the amount on Line 19.</p>	<p>\$249,214,591</p>
<p><b>38. 2015 debt tax rate.</b> Divide Line 36 by Line 37 and multiply by \$100.</p>	<p>\$0.000000/\$100</p>
<p><b>39. 2015 rollback tax rate.</b> Add Lines 31 and 38.</p>	<p>\$0.531738/\$100</p>
<p><b>40. COUNTIES ONLY.</b> Add together the rollback tax rates for each type of tax the county levies. The total is the 2015 county rollback tax rate.</p>	

A taxing unit that adopted the additional sales tax must complete the lines for the Additional Sales Tax Rate. A taxing unit seeking additional rollback protection for pollution control expenses completes the Additional Rollback Protection for Pollution Control.

## 2015 Additional Sales Tax Rate Worksheet Town of Pantego

Date: 07/31/2015

<b>41. Taxable Sales.</b> For taxing units that adopted the sales tax in November 2014 or May 2015, enter the Comptroller's estimate of taxable sales for the previous four quarters. <sup>1</sup> Taxing units that adopted the sales tax before November 2014, skip this line.	\$0
<b>42. Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. <sup>2</sup> <b>Taxing units that adopted the sales tax in November 2014 or in May 2015.</b> Multiply the amount on Line 41 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. <sup>3</sup>  <b>- or -</b>  <b>Taxing units that adopted the sales tax before November 2014.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$268,030
<b>43. 2015 total taxable value.</b> Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	\$249,214,591
<b>44. Sales tax adjustment rate.</b> Divide Line 42 by Line 43 and multiply by \$100.	\$0.107550/\$100
<b>45. 2015 effective tax rate, unadjusted for sales tax.</b> Enter the rate from Line 24 or 25, as applicable, on the Effective Tax Rate Worksheet.	\$0.418485/\$100
<b>46. 2015 effective tax rate, adjusted for sales tax.</b> <sup>4</sup> <b>Taxing units that adopted the sales tax in November 2014 or in May 2015.</b> Subtract Line 44 from Line 45. Skip to Line 47 if you adopted the additional sales tax before November 2014.	\$0.418485/\$100
<b>47. 2015 rollback tax rate, unadjusted for sales tax.</b> <sup>5</sup> Enter the rate from Line 39 or 40, as applicable, of the Rollback Tax Rate Worksheet.	\$0.531738/\$100
<b>48. 2015 rollback tax rate, adjusted for sales tax.</b> Subtract Line 44 from Line 47.	\$0.424188/\$100

<sup>1</sup>Tex. Tax Code Section 26.041(d)<sup>2</sup>Tex. Tax Code Section 26.041(i)<sup>3</sup>Tex. Tax Code Section 26.041(d)<sup>4</sup>Tex. Tax Code Section 26.04(c)<sup>5</sup>Tex. Tax Code Section 26.04(c)

**2015 Property Tax Rates in Town of Pantego**

This notice concerns the 2015 property tax rates for Town of Pantego. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

**Last year's tax rate:**

Last year's operating taxes	\$953,481
Last year's debt taxes	\$85,816
Last year's total taxes	\$1,039,297
Last year's tax base	\$247,451,667
Last year's total tax rate	\$0.420000/\$100

**This year's effective tax rate:**

Last year's adjusted taxes (after subtracting taxes on lost property)	\$1,034,436
÷ This year's adjusted tax base (after subtracting value of new property)	\$247,185,545
=This year's effective tax rate (Maximum rate unless unit publishes notices and holds hearings.)	\$0.418485/\$100

**This year's rollback tax rate:**

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$1,217,018
÷ This year's adjusted tax base	\$247,185,545
=This year's effective operating rate	\$0.492350/\$100
x <b>1.08</b> =this year's maximum operating rate	\$0.531738/\$100
+ This year's debt rate	\$0.000000/\$100
= This year's total rollback rate	\$0.531738/\$100
-Sales tax adjustment rate	\$0.107550/\$100
=Rollback tax rate	\$0.424188/\$100

**Statement of Increase/Decrease**

If Town of Pantego adopts a 2015 tax rate equal to the effective tax rate of \$0.418485 per \$100 of value, taxes would increase compared to 2014 taxes by \$3,629.

**Schedule A - Unencumbered Fund Balance**

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
	0

**Schedule B - 2015 Debt Service**

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
	0	0	0	0
Total required for 2015 debt service				\$0
- Amount (if any) paid from Schedule A				\$0
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$0
= Total to be paid from taxes in 2015				\$0
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2015				\$0
= Total debt levy				\$0

**Schedule C - Expected Revenue from Additional Sales Tax**

In calculating its effective and rollback tax rates, the unit estimated that it will receive \$268,030 in additional sales and use tax revenues.

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at 100 E Weatherford St Fort Worth, TX 76102.

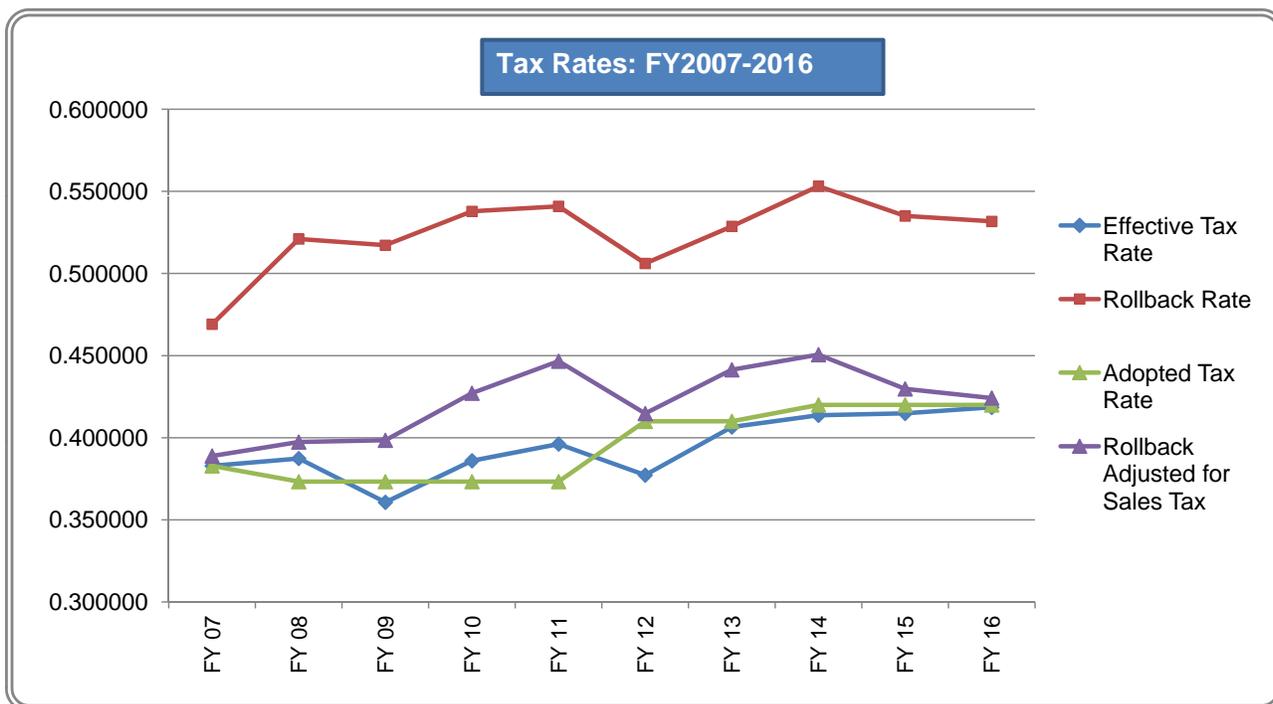
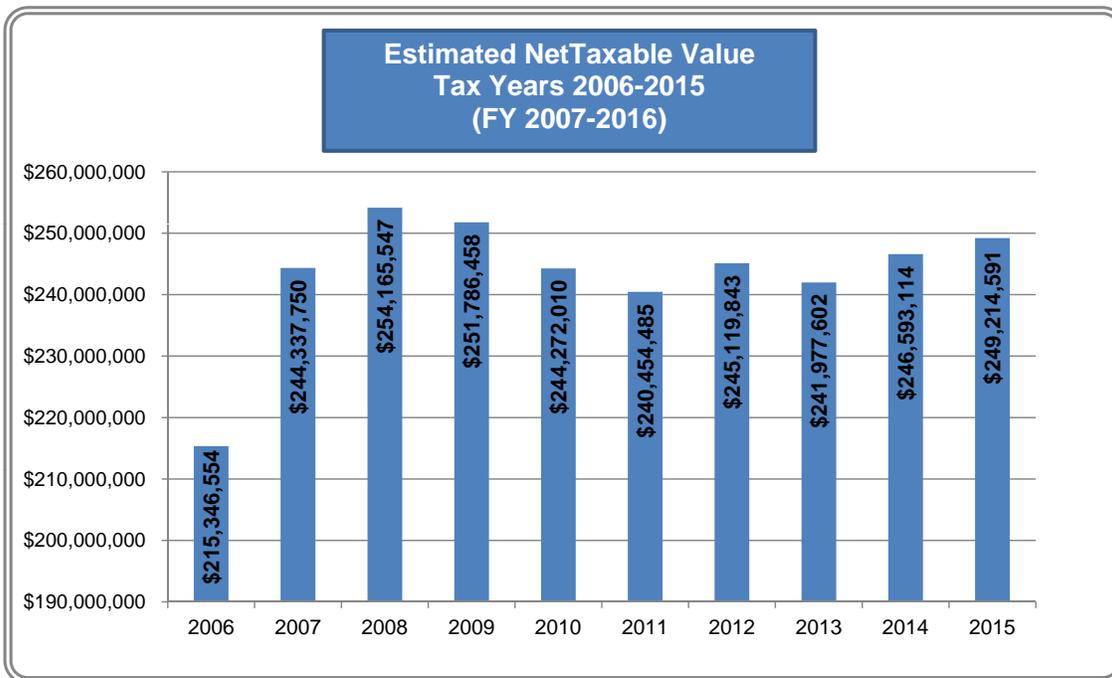
Name of person preparing this notice: Ron Wright

Title: Tarrant County Tax Assessor-Collector

Date Prepared: 08/03/2015

## Analysis of Ad Valorem Tax

Fiscal Year Tax Year	FY 07 2006	FY 08 2007	FY 09 2008	FY 10 2009	FY 11 2010	FY 12 2011	FY 13 2012	FY 14 2013	FY 15 2014	CERTIFIED JULY FY 16 2015
Total Appraised Value	\$ 256,360,290	\$ 278,972,521	\$ 309,123,320	\$ 308,123,320	\$ 297,404,448	\$ 292,853,352	\$ 297,887,891	\$ 295,336,451	\$ 299,216,218	\$ 301,592,247
Less : Cases before appraisal review board	13,626,145	7,974,549	27,550,477	20,996,483	10,078,088	5,754,386	6,669,507	7,179,781	4,267,378	4,304,414
Less: Incomplete accounts	5,761,753	1,813,988	3,248,363	16,062,273	1,544,929	6,008,654	5,630,556	7,174,015	2,884,208	15,401,959
Certified appraised value	236,972,392	269,183,984	278,324,480	271,064,564	285,781,431	281,090,312	285,587,828	280,982,655	292,064,632	281,885,874
Less: Absolute exemptions	-	-	3,355,878	7,436,357	7,381,280	7,284,859	8,207,800	7,355,858	8,220,832	8,196,487
Appraised value less absolute exemptions	236,972,392	269,183,984	274,968,602	263,768,082	278,400,151	273,805,453	277,380,028	273,626,797	283,843,800	273,689,387
Less : Partial Exemptions	36,588,029	31,857,198	42,482,047	41,461,157	42,539,829	43,272,563	42,314,285	42,822,541	43,097,111	42,887,738
Certified net taxable value	200,384,363	237,326,786	232,486,555	222,306,925	235,860,322	230,532,890	235,065,743	230,804,256	240,746,689	230,801,649
Plus: Minimum taxable value under protest	9,212,712	5,199,054	18,781,139	13,436,063	6,885,359	3,917,255	4,479,097	4,869,228	2,967,256	3,013,090
Plus: Estimated Taxable value incomplete prop	5,749,479	1,811,910	2,897,853	16,043,470	1,526,329	6,004,340	5,575,003	6,304,118	2,879,169	15,399,852
Estimated net taxable value	\$ 215,346,554	\$ 244,337,750	\$ 254,165,547	\$ 251,786,458	\$ 244,272,010	\$ 240,454,485	\$ 245,119,843	\$ 241,977,602	\$ 246,593,114	\$ 249,214,591
Increase / (Decrease) in net taxable value	\$ 3,633,685	\$ 28,991,196	\$ 9,827,797	\$ (2,379,089)	\$ (7,514,448)	\$ (3,817,525)	\$ 4,665,358	\$ (3,142,241)	\$ 4,615,512	\$ 2,621,477
% increase (decrease)	2%	13%	4.0%	-0.9%	-3.0%	-1.6%	1.9%	-1.3%	1.9%	1.1%
Increase / (Decrease) in total levy	\$ 13,912.65	\$ 108,215.44	\$ 36,684.22	(8,880.43)	(28,049.18)	(15,651.85)	19,127.97	(13,197.41)	19,385.15	11,010.20
Tax Rate Adjusted for \$100 valuation	0.0038288	0.0037327	0.0037327	0.0037327	0.0037327	0.0041000	0.0041000	0.0042000	0.0042000	0.00420000
Tax Levy	824,519	912,040	\$ 948,724	\$ 939,843	\$ 911,794	\$ 985,863	\$ 1,004,991	\$ 1,016,306	\$ 1,035,691	\$ 1,046,701
Debt service (I&S) requirement	142,896	144,166	\$ 145,253	\$ 141,156	\$ 136,359	\$ 141,763	\$ 142,248	\$ 142,261	\$ 87,475	\$ -
General Fund (M&O) estimated revenue	681,623	767,874	\$ 803,471	\$ 798,687	\$ 775,435	\$ 844,100	\$ 862,743	\$ 874,045	\$ 948,216	\$ 1,046,701
Budgeted Ad Valorem Tax:										
General Fund (M&O)	738,910	767,859	\$ 800,000	\$ 800,000	\$ 780,000	\$ 845,000	\$ 860,000	\$ 880,000	\$ 950,000	\$ 1,046,701
Debt Service Fund (I&S)	142,896	144,166	\$ 145,253	\$ 141,156	\$ 136,359	\$ 141,763	\$ 142,248	\$ 142,261	\$ 87,475	\$ -
Per \$100 valuation:										
Tax Rate	0.382880	0.373270	0.373270	0.373270	0.373270	0.410000	0.410000	0.420000	0.420000	0.420000
Effective Tax Rate	0.382880	0.387351	0.360687	0.385972	0.396162	0.377211	0.406517	0.413662	0.414822	0.418485
Rollback Rate	0.469134	0.521015	0.517239	0.537857	0.540890	0.506106	0.528683	0.553217	0.535039	0.531738
Rollback Adjusted for Sales Tax	0.388914	0.397400	0.398451	0.427114	0.446630	0.414712	0.441371	0.450581	0.429731	0.424188
M&O Rate	0.320835	0.315197	0.31505	0.317208	0.317448	0.351044	0.352160	0.361060	0.385320	0.420000
I&S Rate	0.062045	0.058073	0.05822	0.056062	0.055822	0.058956	0.05784	0.05894	0.03468	0.000000
M&O % of Total Tax rate	84%	84%	84%	85%	85%	86%	86%	86%	91.74%	100.00%
I&S % of Total Tax rate	16%	16%	16%	15%	15%	14%	14%	14%	8.26%	0.00%

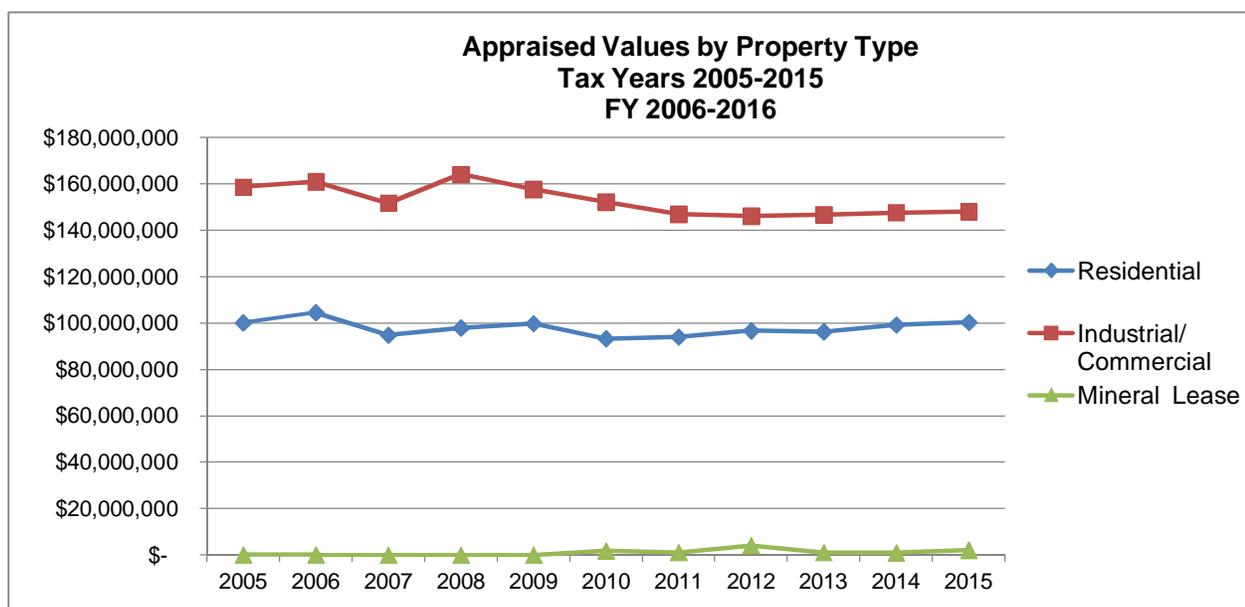


**APPRAISED VALUES BY PROPERTY TYPE**

**Tax Years 2005-2015**

**(FY 2006-2016)**

Tax Year	Fiscal Year	Residential Property	Industrial/ Commercial Property	Mineral Lease Property	TOTAL VALUE
2005	2006	\$ 100,192,929	\$ 158,673,633	\$ -	\$ 258,866,562
2006	2007	104,578,750	160,996,250	-	265,575,000
2007	2008	94,886,663	151,843,449	-	246,730,112
2008	2009	97,969,475	164,245,132	-	262,214,607
2009	2010	99,840,554	157,704,217	-	257,544,771
2010	2011	93,276,078	152,240,801	1,706,000	247,222,879
2011	2012	94,073,887	146,999,822	1,059,600	242,133,309
2012	2013	96,721,534	146,193,612	4,124,310	247,039,456
2013	2014	96,315,249	146,719,746	1,029,420	244,064,415
2014	2015	99,233,630	147,686,096	945,070	247,864,796
2015	2016	100,318,395	148,069,720	2,117,800	250,505,915





# AGENDA BACKGROUND

**AGENDA ITEM:** Discuss and review the Budget for the Fiscal Year 2015-2016.

**Date:** August 10, 2015

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**PRESENTER:**

Matt Fielder, City Manager

**BACKGROUND:**

The Town Council has previously discussed the General Fund and Special Revenue Fund. The Council will discuss the Street Improvements Fund and the Park Row Project Fund sections of the budget.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

None..

**ATTACHMENTS:**

None.

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