



# AGENDA

## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

April 27, 2016

TOWN COUNCIL CHAMBER  
1614 S. BOWEN ROAD  
REGULAR SESSION 6:30 P.M.

REGULAR SESSION 6:30 P.M.  
CALL TO ORDER AND PRESIDENT'S WELCOMING COMMENTS  
INVOCATION: Stephanie Springer  
PLEDGE OF ALLEGIANCE  
PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

- REGULAR BUSINESS
1. Executive Director Report
  
  2. Approval of PEDC Minutes
    - April 13, 2016

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

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

ADJOURNMENT

CERTIFICATION  
Prepared and posted in accordance with Chapter 551 of the Texas Government Code, I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Sunday, April 24, 2016 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 PEDC 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)



# **NOTICE of POTENTIAL QUORUM**

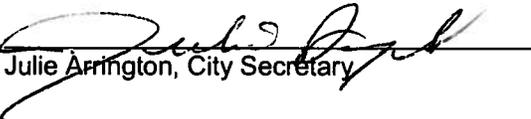
**NOTICE IS HEREBY GIVEN THAT A POTENTIAL QUORUM OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO MAY BE PRESENT DURING THE REGULAR MEETING OF THE PANTEGO ECONOMIC DEVELOPMENT CORPORATION.**

**April 27, 2016**

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

**BEGINNING AT 6:30 P.M.**

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Sunday, April 24, 2016 and remained so posted at least 72 hours before said meeting convened.

  
Julie Arrington, City Secretary





# Executive Director's Report

**To:** PEDC Board of Directors  
**From:** Matt Fielder, Executive Director  
**Date:** April 27, 2016

**Texas Parks & Wildlife Department**

Staff met with the representatives from the Texas Parks & Wildlife Department regarding the grant for Bicentennial Park.



## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Danny Lakey and PEDC Board Members

From: Matt Fielder, City Manager

Date: 4/27/16

Re: Approval of PEDC Minutes.

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**Attachments: 04/13/16 Minutes**

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 13<sup>rd</sup> day of March 2016 with the following members present:

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

**Members Absent:**

Robert Jordan	Director
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**Constituting a quorum. Staff present was:**

Matt Fielder	Executive Director
Julie Arrington	City Secretary
Karen Hollingsworth	Finance Director
Dennis Jobe	Community Development Director
Scott Williams	Public Works Director

**Also in attendance:**

Pam Mundo	Mundo and Associates
Tori Roemmich	Planning & Zoning Commission Alternate

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

President Danny Lakey called the meeting to order at 7:01 p.m. and welcomed the audience.

**INVOCATION**

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

**PRESIDENT'S COMMENTS**

President Lakey thanked Council, the Board and staff for the flowers and support this past week.

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

None.

**REGULAR BUSINESS**

**1. Executive Director Report**

Mr. Fielder informed the Board of the following items:

Karen Hollingsworth has started as the new Finance Director today and gave a brief overview of her past employment experience. He also announced Erica Williams as the new accounts payable

person.

**2. Approval of PEDC Minutes**  
• **March 23, 2016**

Director Van Zandt made a motion to approve the minutes. Secretary Adair seconded the motion.

The vote was as follows:

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

Nays: None.

Abstentions: None.

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 improvements to Bicentennial Park.**

Mr. Williams summarized the electrical issues at the park and stated he is currently obtaining estimates from contractors. Staff agreed with the Board to repair the consistent issues and corrections to the existing electrical only. There was discussion with staff on the forecasted expenses. Mr. Fielder confirmed the bid process would be completed for the selection of a contractor.

Mr. Williams informed the Board there have been some recent vandalism incidents at the park with damage to some of the statutes. Mr. Fielder stated that staff is currently researching the installation of game cameras as a temporary solution to evaluate the costs and effectiveness of placing cameras at the park. The Board directed staff to have the electrical quotes include the installation of a monitoring system. There was discussion on the different types of monitoring systems for this purpose and their different features.

Mr. Williams informed the board of damage to the flooring at the exercise area. There was discussion on replacing the existing flooring with the artificial turf used for the playgrounds. Staff was directed to obtain quotes. There was discussion on the installation of hazard tape around the affected areas to decrease the trip/fall hazards and on the creation of a park improvement fund to allow for encumbrances of funds that are not spent the prior year.

Ms. Mundo announced the Texas Park & Wildlife Department has scheduled a walkthrough of the park next week.

**4. Discuss, direct, and consider action on an update regarding the loan incentives.**

Mr. Fielder stated the updated report was through March 31, 2016. There was a missed payment on the report for Mad Mike's Ice Cream. This payment was made but was not placed in the report and has been corrected. Mr. Fielder was informed by Pat Myers that he plans to change the name of the Beer Lab to the corporation, which will continue to hold the loan and is up to date at this time. V.I.P. Grooming has made a \$1,000 payment towards their loan and is continuing to make sizeable payments in an attempt to get caught up. At this time Boutique U is the only business with a large outstanding loan. He has attempted to meet with the owner of Boutique U but has been unsuccessful so far. The Board requested to drop *It's All Good* off the Loan report.

**5. Discuss, direct, and consider action on a subsequent joint session with the Town Council.**

Mr. Fielder informed the Board that Council discussed this item at their last Council meeting and agreed to hold the session at the next PEDC meeting on April 27<sup>th</sup>. There was discussion on beginning the meeting at 6:30 p.m.

Director Springer made a motion to start the PEDC Town Council joint session at 6:30 p.m. Director Van Zandt seconded the motion.

The vote was as follows:

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

Nays: None.

Abstentions: None.

President Lakey declared the motion passed unanimously.

**PEDC MEMBER INQUIRY**

Director Springer informed staff the hair cutting place in her complex has a life size doll that states "I will cut you" and signs back out on the weekend for advertisement. Staff will follow up with this information.

**ADJOURNMENT**

President Lakey adjourned the regular session at 7:45 p.m.

**APPROVED:**

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**Danny Lakey, President**

**ATTEST:**

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**Fred Adair, Secretary**