



Melody Paradise, Mayor
Russell Brewster, Mayor Pro Tem

AGENDA

TOWN COUNCIL

May 16, 2016

COUNCIL MEMBERS:

Fred Adair
Don Funderlic
Jane Barrett
Don Surratt

Matthew Fielder, City Manager

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

SPECIAL WORK SESSION 6:30 P.M.

REVIEW AND DISCUSS ITEMS ON THE REGULAR AGENDA, AND CONSIDER PLACING APPROVED ITEMS ON CONSENT AGENDA.

All consent agenda items are considered to be routine by the Council and will be enacted with one motion. There will be no separate discussion of items unless a Council Member so requests, in which event, the item will be removed from the general order of business and considered in its normal sequence.

1. City Manager Report
 - Update on Street Projects
 - Zoning Code Update
2. Approval and Acceptance of Minutes
 - Approval of Town Council Minutes:
 - Town Council minutes from May 9, 2016
 - Acceptance of Minutes of Boards and Commissions:
 - PEDC minutes from April 13, 2016

SPECIAL SESSION 7:30 P. M.

CALL TO ORDER/WELCOME

INVOCATION BY: Fred Adair

PLEDGE OF ALLEGIANCE

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

PROCLAMATION

- Proclamation recognizing May 2016 as Motorcycle Awareness Month.

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.

CANVASSING OF MUNICIPAL ELECTIONS

3. Discuss, direct, and consider action on Ordinance 16-787 an ordinance of the Town of Pantego canvassing the returns and declaring the results of the 2016 Municipal General Election held on May 7, 2016 for the purpose of electing three (3) council members to the Town Council of the Town of Pantego and providing an effective date.

INAUGURATION

- Oath of Office for the Elected Candidates

- Fred Adair, Councilmember Place 1
- Don Funderlic, Councilmember Place 2
- Jane Barrett, Councilmember Place 3

RECEPTION

- Reception to honor elected officials Council Members Fred Adair, Don Funderlic and Jane Barrett.

NEW BUSINESS FOR DISCUSSION REVIEW APPROVAL AND/OR DIRECT STAFF

4. Discuss, nominate, and elect a Mayor Pro-Tem for the Town of Pantego.
5. Discuss, direct, and consider action on a presentation for a Community Library program at the park.

ORDINANCE

6. Discuss, direct, and consider action on Ordinance 16-788 an ordinance amending the Town of Pantego Code of Ordinances Article 1.05 Boards and Commissions, Division 5 Community Relations Board, Section 1.05.151 is amended to change the minimum number of members; containing a savings clause; repealing all ordinances in conflict herewith; and declaring an effective date.

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

7. Discuss an update on PantegoFest 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 – Newport Investments, LLC and Now Faith Deliverance Temple v. Town of Pantego, Don Surratt, and Don Funderlic.
 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.

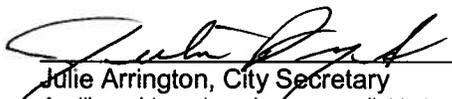
COUNCIL INQUIRY

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, May 13, 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 Council Agenda and background information are available for review at the City Secretary's Office and on the Town's website: www.townofpantego.com.





City Manager's Report

To: Mayor Paradise and Members of the Town Council

From: Matt Fielder, City Manager

Date: May 16, 2016

Update on Street Projects

Work is expected to begin this week on the Wagon Wheel paving project.

Zoning Code Update

Staff recommends holding a special meeting on June 20th to continue reviewing the Zoning Code Update.



AGENDA BACKGROUND

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

Date: May 16, 2016

PRESENTER:

Julie Arrington, City Secretary

BACKGROUND:

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

FISCAL IMPACT:

None.

RECOMMENDATION:

N/A

ATTACHMENTS:

050916 TC Minutes
041316 PEDC Minutes

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

Town Council Minutes
May 9, 2016

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 Chambers of Town Hall, 1614 South Bowen Road, Pantego, on the 9th day of May 2016 with the following members present:

Melody Paradise	Mayor
Russ Brewster	Mayor Pro-Tem
Fred Adair	Council Member
Don Funderlic	Council Member
Jane Barrett	Council Member
Don Surratt	Council Member

Members absent:
None.

Constituting a quorum. The following staff members were present:

Matt Fielder	City Manager
Julie Arrington	City Secretary
Jim Jeffrey	Town Attorney
Karen Hollingsworth	Finance Director
Dennis Jobe	Community Development Director
Scott Williams	Public Works Director
Tom Griffith	Chief of Public Safety
Barry Reeves	Assistant Police Chief
Robert Coker	Assistant Fire Chief
Thressa Householder	Court Administrator

Also in attendance:
None.

WORK SESSION 6:30 P.M.

Mayor Paradise called the work session to order at 6:31 p.m.
Mayor Paradise read the caption of the executive session and recessed at 6:31 p.m.

Following the scheduled Executive Session, the Council will reconvene into 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 – Newport Investments, LLC and Now Faith Deliverance Temple v. Town of Pantego, Don Surratt, and Don Funderlic.
 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.

Town Council Minutes
May 9, 2016

Mayor Paradise reconvened the Council meeting at 7:17 p.m. and announced there was no action taken on the items.

CONSENT AGENDA ITEMS

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

1. City Manager Report

Mr. Fielder informed Council on the following information:

The pavement repairs to Bowen Road are complete. The next step is to crack seal the road and re-striping. There is a Wagonwheel pre-construction meeting scheduled with Tarrant County for tomorrow morning. Work is expected to begin May 16th with 3-4 weeks of work estimated for completion. Ron Edwards is the project manager for the county on this project.

Patricia Melton, the part time court clerk, has turned in her resignation. She fulfills the bilingual requirement. There is still an opening for dispatch.

The Public Works director is currently searching for an electrician that can address the amperage issues raised with the Trinity well in the Collier Consulting report.

The follow-up meeting with PEDC for the Strategic Planning Joint Session was cancelled due to a lack of quorum. He proposed to re-schedule this meeting for the May 25th PEDC meeting; Council agreed.

The contract with Republic Waste Services allows for an annual increase based on the Consumer Price Index. This year they want to increase the rate by 0.64% which equates to \$0.06 per customer per month. This increase happens automatically and takes effect July 1.

The City of Dalworthington Garden is celebrating its 80th birthday with a softball tournament between Pantego, DWG, Mansfield and Kennedale. This will take place at DWG's park on June 11th. Mayor Paradise discussed the qualifications of the team members, the logistics of the game, and an update from staff on who would be willing to play.

2. Monthly Staff Reports

There was discussion on the funding of a camera at the park by the Lion's Club to help with possible vandalism. Chief Griffith stated this item is still in the exploration stage. Council inquired on the items auctioned by the Public Works Department. Mr. Fielder informed Council these items were damaged commercial kitchen equipment acquired from a PEDC loan agreement.

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

There was discussion on the two AT&T bills for the same service time period and services received from Cleverbridge. Mr. Fielder will research and ensure the validity of the bills prior to payment being rendered. There was discussion on the Iwerk invoice with the number of servers, and the amount of troubleshooting included. Council feels the system was duct taped together and it is the purpose of IT companies to continue to make changes to the latest and greatest, even when not needed. Mr. Fielder informed Council there were a lot of projects that were done at the same time.

4. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from April 18, 2016

Town Council Minutes
May 9, 2016

- Town Council minutes from April 25, 2016

Councilmember Surratt requested a change to his motion for Ordinance 16-784 from gas consumption to gas construction meter.

Acceptance of Minutes of Boards and Commissions:

- P&Z minutes from April 4, 2016

No comments.

Mayor Paradise adjourned the work session at 7:36 p.m.

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

Mayor Paradise called the regular session to order at 7:40 p.m. and welcomed the audience.

Mayor Paradise led the invocation which was immediately followed by the Pledge of Allegiance.

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Councilmember Surratt thanked the audience for their attendance.

Councilmember Funderlic welcomed the audience; thanked staff and the first responders for the job that they do and the efforts they put in towards the town.

Councilmember Barrett thanked the audience for their attendance; staff for all the work that they do; Ms. Arrington for her long day working the elections on Saturday; and the Lion's Club for donating the money for the new security cameras at the park.

Councilmember Adair thanked the audience for their attendance and gave appreciation to staff for their hard work.

Mayor Pro-Tem Brewster thanked everyone for attending tonight; staff and council for working together to get things done; Public Works for their continued animal control efforts and to Cody Payne with Public Works for going above and beyond the call of duty this weekend.

Mayor Paradise inquired on the two white pups that were fostered and thanked Public Works for continuing to go above and beyond with the animal control efforts.

HONORS AND RECOGNITIONS

- **Proclamation recognizing May 2016 as Motorcycle Awareness Month.**

Mayor Paradise read the proclamation recognizing May 2016 as Motorcycle Awareness Month.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Mr. Fielder announced the Memorial Day event will be May 30th at 7:00 p.m. at Bicentennial Park; the essay contest winners will read their essays; the Boys Scouts will present the colors; and there will be a guest speaker from the Marine Corp. The CRB Board discussed the Movie Nights in the Park. All four movies have been selected. During the June and July event, there is a resident that will have a lemonade stand. All the proceeds will go to a group called Alex's Lemonade Stand to help raise money for research and cancer awareness. There was discussion among CRB regarding the discontinuation of providing Hot

Dogs. Due to weather cancellations of previous events, there are some left over funds. These funds will be used to purchase a new projection screen for movie nights.

Pantego Youth Leadership Council

Mayor Paradise informed Council the PYLC wrapped up this year's meetings. The end of the year banquet to celebrate their success is set for Tuesday, May 17th at 6:30 p.m. at Coker's BBQ located on Pioneer Parkway. Council and staff are invited.

PEDC REPORT

Councilmember Adair announced the Board has not met since the last council meeting. The last PEDC meeting was cancelled for lack of a quorum. They will meet this Wednesday. Mr. Fielder informed Council the Board will discuss park improvements and PantegoFest. Mayor Paradise stated she has received two reports from residents regarding the cleanliness of the restrooms and the park. She stated they claimed this is the cleanest they have ever seen it.

CITIZENS OPEN FORUM

Tori Roemmich, 9 Los Colinas, Pantego, TX, 76013; informed Council she will not be renewing her term on the CRB. She is very thankful for the opportunity to serve. She addressed some concerns she has for the Board. She stated there are arguments among members at the meeting with their voices raised. She understands disagreements and arguments, but when arguments become aggressive it is not fun to the people who attend. The meetings have become unorganized in their structure; new ideas are not welcome; and other members are blamed when things go wrong with the events. The current president routinely attempts to call special meetings on items already discussed and decided on. She believes other board members share her concerns. She would like to see these issues resolved so that the board can thrive and the events can be enjoyed by all. Due to the recent events in her life, she is not sure if or when she will be able to return to CRB.

APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Surratt made a motion to approve the consent agenda items 1, 2, 3, and 4 as discussed during the work session. Mayor Pro-Tem Brewster seconded the motion.

The vote was as follows:

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

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

PUBLIC HEARING

- 5. Public Hearing, discuss, direct, and consider action on Ordinance 16-785 an ordinance of the Town of Pantego, Texas, approving Zoning Case Z-222, a proposed special use permit as requested by Godswill Onyebuchi with Transforming Life Ministries to establish a church at 2102 W. Pioneer Parkway, Lot 2 of the W.J. Barry Addition, Pantego, Tarrant County, Texas. The property is generally located on the south side of W. Pioneer Parkway between Duluth Drive and Cornerstone Lane.**

Ms. Arrington read the caption of the ordinance for the record. Mr. Fielder introduced this item informing Council an application was received for a church at 2102 W. Pioneer Parkway. The P&Z Commission has met and discussed this item and approved the case for a term of three years and requested the future re-application fees be waived for the applicant. Mr. Jeffrey's stated he would not recommend binding a future Council to this as the situations may change during this time frame. He recommended allowing the future Council to waive the fee if they choose and reflect the current Council recommendation in the minutes for the future Council.

Town Council Minutes
May 9, 2016

Mayor Paradise opened the public hearing at 8:00 p.m.

Godswill Onyebuchi, 4202 Day Lilly Ct. Mansfield, TX 76063, thanked the Mayor, Mayor Pro-Tem, staff and Council for the opportunity to speak. He is asking the Town to help his congregation to move to this location. They have been at the present location for seven (7) years and they are boxed in by five (5) churches and three (3) barbershops. They are experiencing problems with their landlord, the building, trash in the parking lot and on the property, and parking issues for the congregation. They have a strong community church with 40-45 members. Their space is too small for a children's church and this creates problems with retaining families with children. The church provides a food pantry for citizens. He is pleading for Council's consideration to move to this beautiful community.

With no other speakers, Mayor Paradise closed the public hearing at 8:03 p.m.

Council commented on the completeness of the application and the location for this assembly. They inquired on the use of the two smaller areas and the limited access to the church through the hallway. There was discussion on the possibility of this being a fire issue. Council clarified the food bank would only contain canned foods.

Councilmember Adair made a motion to approve zoning case Z-222 for a period of three (3) years. Councilmember Funderlic seconded the motion. There was discussion on the fee waiver as outlined in the ordinance.

Councilmember Adair amended his motion to approve zoning case Z-222 for a period of three (3) years and removing the waiver of application fees discussed in Section 2 of the ordinance. Councilmember Funderlic seconded the motion.

The vote was as follows:

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

Nayes: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

Mayor Paradise requested the minutes to reflect four council members are in favor of waiving the re-application fees for this applicant. Councilmember Surratt explained he is not in favor because these items are reviewed on a case-by-case basis and the fees are not typically waived.

- 6. Public Hearing, discuss, direct, and consider action on Ordinance 16-786 an ordinance of the Town of Pantego, Texas, approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the company's 2016 rate review mechanism filings; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the settlement tariffs to be just and reasonable and in the public interest; requiring the company to reimburse ACSC's reasonable ratemaking expenses; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this ordinance to the company and the ACSC's legal counsel.**

Ms. Arrington read the caption for the record. Mr. Fielder explained this is the settlement agreement between Atmos and the Steering Committee. Atmos projected a rate increased that resulted in a long discussion and settlement. The settlement allowed for a residential increase in the amount of \$1.26 a month, which is 2.43% and a commercial increase in the amount of \$3.81 a month, which is 1.43%.

Mayor Paradise opened the public hearing at 8:15 p.m.

Town Council Minutes
May 9, 2016

Kelly Pacleb, 1550 Tech Center Parkway, Arlington, Texas, stated she is here on behalf of Atmos Energy to requested Council to pass this ordinance approving the rate review mechanism (RRM). As Council recalls, the RRM was approved in 2013 and allows an annual adjustment to their rates to recover the capital investments they have made to their system. Based on this agreement, Atmos re-filed for a rate increase to request additional revenues on a system-wide basis on March 1, 2016. Atmos supports the coalition's relationship with the cities and the coalition recommends the approval of this ordinance.

Mayor Paradise closed the public hearing at 8:17 p.m.

Council inquired if the rate increase was related to the delivery of gas or salaries and pensions. Ms. Pacleb assured them the cause of the increase was the aging infrastructure repair. Council commented that the base rate has doubled in the last ten years and asked if Atmos plans for the repair and replacement of infrastructure in their budget and long term planning. Ms. Pacleb stated Atmos does and the rate increase through 2020 appears to be fairly flat. She informed Council that Atmos values the relationship the City's have with the Steering Committee and they endorse the coalition. She answered Council's concerns with the commodity stating it is a pass through in addition to consumption. Council raised a concern regarding the average monthly bill amount on the bar graph page she provided not matching what was provided in the council packet. Ms. Pacleb will research this issue.

Councilmember Funderlic made a motion to adopt ordinance 16-786. Councilmember Barrett seconded the motion.

The vote was as follows:

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

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

RESOLUTION

- 7. Discuss, direct, and consider action on Resolution 16-10 a resolution of the Town of Pantego, Texas, authorizing the City Manager to enter into an Interlocal Agreement with and between the Tarrant County Tax Assessor/Collector to provide assessment and collection services of Ad Valorem taxes levied by the Town; and providing for an effective date.**

Ms. Hollingsworth introduced this item informing Council the cost decreased from \$1.10 to \$0.95 giving an overall estimate of \$10,116.55 for the 2016-2017 Fiscal Year. Council inquired on the number of total accounts for the town compared to last year's total number of accounts. There was discussion on requesting the Tarrant Appraisal District to consolidate the accounts.

Councilmember Surratt made a motion to approve Resolution 16-10 as presented. Councilmember Funderlic seconded the motion.

The vote was as follows:

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

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

- 8. Discuss, direct, and consider action on Resolution 16-11 a resolution of the Town of Pantego, Texas, authorizing the City Manager to enter into a contract with Deltatek Engineering for**

services regarding the repair of the sewer line located on Smith Barry Road between Roosevelt Drive and Nora Drive; and providing for an effective date.

There was discussion on placing the Purchasing Policy on the website for all contractors to read and the procedure for filing the Ethics Commission 1295 form. Mr. Jeffrey's confirmed the contract must be approved prior to the filing of the 1295 form. There was discussion on the use of the term "Construction Quality Assurance Agent" in Section 6(D). Council requested to change this section replacing the term to read "Construction Inspector". There was discussion on the insurance requirement for the contractor and the format of the drawings provided to the Town. Mr. Williams assured the Council he will require the proper amount of insurance from the Contractor with a new Certificate of Insurance to reflect this and the Engineer will supply two sets of hard copy plans with electronic copies that are readable in the Microstation format. Council requested the uniformity of using "Article" in place of the word "Section" and removing the references to TXDOT. Mr. Williams will discuss Council's concern regarding the indemnification clause with Deltatek. Mr. Williams will present this item at the next council meeting with changes.

Council verified the pipe is deep enough for pipe bursting; the purpose of the coating for the manholes; and that the coating will extend the life of the asset. Council discussed the difference in the estimated cost and the amount in the budget for this project. Mr. Fielder informed them he will look at savings in other funds that could be transferred to cover the cost of the project.

9. Discuss, direct, and consider action on Resolution 16-12 a resolution of the Town of Pantego, Texas authorizing the City Manager to enter into a contract with Junior's Lawn Care and Landscaping for mowing and landscaping services to the water/waste water sites, town facilities, Right-of-Ways and medians; and providing for an effective date.

Council raised concerns with the insurance requirements for this contract and the lack of internet visibility for the company. Mr. Williams assured Council he will ensure the contractors insurance complies with the purchasing policy requirements. There was discussion in using the town contract with outside vendors and adding their additional language to the town contract instead of the other way. Council would like to add the requirements of a minimum of eighteen mowings for this season at the town's discretion; add the locations; and not to exceed \$30,000.

Council discussed the purpose for contracting this service out instead of using staff. Mr. Williams stated in order to keep this service in-house most of the equipment would need to be replaced or repaired and other services for the infrastructure would be placed on hold or contracted out. There was discussion the number of bids that were returned and who was contacted to bid on the project. Council inquired on the cost of performing this service in-house versus contracting the service to a company. Council verified the Public Works Director would set the schedule for mowing and that the company will not mow without first obtaining his permission. There was discussion on mowing the park and the Highway 303 medians.

Councilmember Adair made a motion to approve resolution 16-12 with the following changes; maximum contract amount to be revised to state an amount of \$1,666.67 per mowing cycle with a total contract amount not to exceed \$30,000.06; replace the insurance coverage to \$500,000 minimum on automobile coverage; and correct the typographical errors in the contract as discussed. Councilmember Barrett seconded the motion.

The vote was as follows:

Ayes: Funderlic, Barrett, Adair, and Brewster.

Nays: Surratt.

Abstentions: None.

Mayor Paradise declared the motion passed 4-1.

Town Council Minutes
May 9, 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

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 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.

Mayor Paradise declared the executive session was held during the work session and there was no action taken on the items.

COUNCIL INQUIRY

Councilmember Funderlic inquired on a mark-up version of the Zoning ordinance from the latest council meeting regarding the discussion of this ordinance and another meeting date to finish the discussion of this ordinance.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 9:29 p.m.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

Pantego Economic Development Corporation
April 13, 2016

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 13rd 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 statues. 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.

Pantego Economic Development Corporation
April 13, 2016

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 27th. 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.

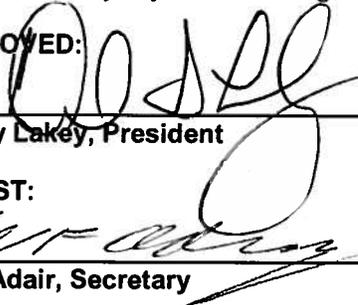
PEDC MEMBER INQUIRY

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:



Danny Lakey, President

ATTEST:



Fred Adair, Secretary





AGENDA BACKGROUND

AGENDA ITEM: Proclamation

Date: May 16, 2016

Proclamations:

- May 2016 as Motorcycle Awareness Month. The Sons of Liberty Riders RC requested a proclamation for this designation to bring awareness of motorcycle safety to residents in the community as a part of the to the Texas Department of Transportation Motorcycle Safety Program



Proclamation

- WHEREAS,** Today there are more citizens operating motorcycles on the roads; AND
- WHEREAS,** Motorcyclist are more prone to injury or death in a crash than other vehicle drivers; AND
- WHEREAS,** Educational campaigns have helped inform riders and motorists alike on motorcycle safety issues to help reduce motorcycle related risks, injuries, and fatalities through a comprehensive approach to motorcycle safety; AND
- WHEREAS,** It is the responsibility of all who put themselves behind the wheel to obey all traffic laws and safety rules; to be aware of motorcyclists, and regard them with the same respect as any other vehicle traveling the roadways; AND
- WHEREAS,** The Motorcycle Safety Coalition urges all citizens of our community to do their part to increase safety and awareness of the inherent dangers involved in operating a motorcycle.

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

**MAY 2016
MOTORCYCLE SAFETY AWARENESS MONTH**

IN WITNESS WHEREOF I HAVE HEREUNTO SET MY HAND
AND CAUSED THE SEAL OF THE TOWN OF PANTEGO TO
BE AFFIXED THIS 9TH DAY OF MAY 2016.


MELODY PARADISE
MAYOR



AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct, and consider action on Ordinance 16-787 an ordinance of the Town of Pantego canvassing the returns and declaring the results of the 2016 Municipal General Election held on May 7, 2016 for the purpose of electing three (3) council members to the Town Council of the Town of Pantego and providing an effective date.

Date: May 16, 2016

PRESENTER:

Julie Arrington, City Secretary

BACKGROUND:

FISCAL IMPACT:

None.

RECOMMENDATION:

N/A

ATTACHMENTS:

2016 Election Memo

Ord. 16-787

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



G/A MEMO

To: Melody Paradise, Mayor

From: Julie Arrington, City Secretary

Date: May 16, 2016

Re: 2016 Municipal Election

One Election Precinct, 2112, covers the entire Town of Pantego, Tarrant County, Texas.

The election returns for Precinct 2112 are as follows:

Voter Turnout:

Total:	Ballots Cast: 154	Registered Voters: 1,897	Voter Turnout: 8.12%
Early Voting:	Ballots Cast: 87	Registered Voters: 1,897	Voter Turnout: 4.59%
Election Day:	Ballots Case: 67	Registered Voters: 1,897	Voter Turnout: 3.53%

Town Council, Place 1

Fred Adair

Unopposed

Town Council, Place 2

Michael Duane Dement	Early Voting: 45	Election Day: 27	Total: 72	49.32%
Donald R. Funderlic	Early Voting: 38	Election Day: 36	Total: 74	50.68%

Town Council, Place 3

Jane Barrett	Early Voting: 59	Election Day: 43	Total: 102	69.86%
Jesse Howell	Early Voting: 26	Election Day: 18	Total: 44	30.14%

ORDINANCE NO. 16-787

AN ORDINANCE OF THE TOWN OF PANTEGO, TEXAS, CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE GENERAL ELECTION HELD MAY 7, 2016 FOR THE PURPOSE OF ELECTING THREE (3) COUNCIL MEMBERS TO THE TOWN COUNCIL OF THE TOWN OF PANTEGO AND PROVIDING AN EFFECTIVE DATE.

WHEREAS: Ordinance No. 16-775 ordered the General Election that was held on Saturday, May 7, 2016, for the purpose of electing three (3) Council Members to Places 1, 2 and 3 to be filled for two (2) year terms or until their successors are duly elected and qualified; and

WHEREAS: the Town Council has reviewed information presented by staff and has determined that all matters pertaining to said election, including the ordering, giving notice, cancelling of said election were accomplished in accordance with applicable requirements; and

WHEREAS: it is hereby officially found and determined that the meeting at which this Ordinance was adopted was open to the public, and public notice of the time, place, and purpose of said meeting was given, all as required by Chapter 551 of the Texas Government Code; and

WHEREAS: presentation of this ordinance at a meeting preceding the meeting at which the ordinance is enacted places an undue burden in administrative time and expense to the Town, and as reflected by the vote of two-thirds of the Councilmembers present, the requirements of Section 1.03.035(b) are hereby waived.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO THAT:

Section 1. The Town Council officially finds and determines that said election was duly ordered, that proper notice of said election was duly given, that proper election officers were duly appointed prior to said election, that said election was duly held, that the Town has complied with the Federal Voting Rights Act and the Texas Election Code, that due returns of the result of said election have been made and delivered, and that the Town Council has duly canvassed said returns, all in accordance with law and the Ordinance calling the election.

Section 2. The official canvass of the returns of the General Election held on May 7, 2016 reflects that the following named persons received the number of votes set opposite their names in the respective positions to be filled:

Council Member, Place 1	Early Voting	Election Day Voting	Total Votes	Under Votes
Fred Adair	72	51	123	20.13%
Council Member, Place 2				
Michael Duane Dement	45	27	72	5.19%
Don R. Funderlic	38	36	74	5.19%
Council Member, Place 3				
Jane Barrett	59	43	102	5.19%
Jesse Howell	26	18	44	5.19%

Section 3. The official canvass of the returns of the General Election held on May 9, 2015 reflects that the following persons were duly elected to the respective positions shown:

Council Member, Place 1	Fred Adair
Council Member, Place 2	Don Funderlic
Council Member, Place 3	Jane Barrett

Section 4. This Ordinance will take effect immediately upon its passage.

PASSED AND APPROVED AFTER WAIVER OF THE REQUIREMENTS OF TOWN CODE SECTION 1.03.035(b) THIS THE 16th DAY OF MAY 2016 BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS, AT A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS.

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

APPROVED AS TO FORM:

Jim Jeffrey, City Attorney



AGENDA BACKGROUND

AGENDA ITEM: Discuss, nominate, and elect a Mayor Pro-Tem for the Town of Pantego.

Date: May 16, 2016

PRESENTER:

Julie Arrington, City Secretary

BACKGROUND:

Each year Council must elect a Mayor Pro-Tem to serve a one year term. The Mayor Pro-Tem will perform the duties of Mayor in the Mayor's absence.

FISCAL IMPACT:

None.

RECOMMENDATION:

N/A

ATTACHMENTS:

None.

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



AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct and consider action on a request from Mr. Colby Nicks for the installation of a Free Little Library in Bicentennial Park.

Date: May 16, 2016

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

Mr. Nicks is requesting the Council's approval to install a book lending station in Bicentennial Park. He is also requesting that the Town pay the cost of registering it, which ranges from \$42.45 to \$76.95. This would be an allowable expenditure for the Cartwright Fund.

FISCAL IMPACT:

\$42.45 - \$76.95

RECOMMENDATION:

Staff recommends approval of the installation of the Free Little Library in Bicentennial Park.

ATTACHMENTS:

5/1/16 E-mail
Little Free Library Photos

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

Matthew Fielder

From: Colby Nicks [colbynicks@gmail.com]
Sent: Sunday, May 01, 2016 9:28 PM
To: Matthew Fielder
Subject: Little Free Library for Pantego park
Attachments: IMG_0713.JPG; IMG_0715.JPG

Dear Matt -

My wife, Robin, contacted you late last year regarding an idea to provide a Little Free Library for the park in Pantego. After reading a couple of articles in the newspaper about Arlington having placed nine or so of these around the city, I decided it was time for Pantego to have one of its own.

I have since built one that I hope you and the Pantego Town Council would find acceptable (photos attached). My hope is to promote literacy and the joy of reading for our neighbors and their children. If acceptable to you, I think placing it in the park near the gazebo would be a suitable location.

You can read more about the little free library concept at littlefreelibrary.org. It is now worldwide. They would like to have any new library registered, which will acknowledge its existence and location. The cost is about \$43 for the cheapest registration option.

I have about \$60 worth of materials and around 16 hours of my effort in this project at this point, which I am glad to donate. If the Pantego leadership is willing, I would like the town to cover the cost of registration.

Please pass this along to anyone that needs to consider this donation and let me know if you find it acceptable. I would be glad to work with Ron at the park (I see him every morning while walking there) and get it placed in a location you deem acceptable. If you wish, I would be glad to bring the little library up to your office so you can see it firsthand for your consideration.

Thanks for your consideration of this proposal.

Best regards

Colby Nicks
10 Grant Place

LITTLE
FREE
LIBRARY



LITTLE
FREE
LIBRARY





AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct, and consider action on Ordinance 16-788 an ordinance amending the Town of Pantego Code of Ordinances Article 1.05 Boards and Commissions, Division 5 Community Relations Board, Section 1.05.151 is amended to change the minimum number of members; containing a savings clause; repealing all ordinances in conflict herewith; and declaring an effective date.

Date: May 16, 2016

PRESENTER:

Julie Arrington, City Secretary

BACKGROUND:

The ordinance 12-669 adopted January 9, 2012 outlined the requirements for the number of members for the Community Relations Board and set the requirement at a minimum of seven (7) members. The required number of members has been difficult to maintain over the last couple of years. In order to maintain the board and the events, staff would like to propose a change to this ordinance making the minimum number of required members five (5) with a quorum of three (3) members. This will allow for more volunteers that do not have to commit to the meetings but only the events they so choose to volunteer for.

FISCAL IMPACT:

None.

RECOMMENDATION:

N/A

ATTACHMENTS:

Ord. 16-788

Director's Review: *JCA*
City Manager's Review: MDF

ORDINANCE NO. 16-788

AN ORDINANCE AMENDING THE TOWN OF PANTEGO CODE OF ORDINANCES ARTICLE 1.05 BOARDS AND COMMISSIONS, DIVISION 5 COMMUNITY RELATIONS BOARD, SECTION 1.05.151 IS AMENDED TO CHANGE THE MINIMUM NUMBER OF MEMBERS; CONTAINING A SAVINGS CLAUSE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Town Council has determined that in order to provide more flexibility for the Community Relations Board, the minimum number of members should be reduced from 7 to 5.

WHEREAS, presentation of this ordinance at a meeting preceding the meeting at which the ordinance is enacted places an undue burden in administrative time and expense to the Town, and as reflected by the vote of two-thirds of the Councilmembers present, the requirements of Section 1.03.035(b) are hereby waived.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS:

SECTION 1.

The Town of Pantego Code of Ordinances Article 1.05 Boards and Commissions, Division 5: Community Relations Board, Section 1.05.151 is hereby amended to change the minimum numbers of members from 7 to 5, so that the amended Section 1.05.151 shall now provide as follows:

Sec. 1.05.151 Established; composition

There is created and established for the town a community relations board (CRB), which shall be composed of a minimum of 5 members and no maximum number of members. A town representative shall attend each meeting of the board. The council liaison will attend each meeting of the board.

SECTION 2.

This Ordinance shall be and is hereby declared to be cumulative of all other Ordinances of the Town of Pantego, and this Ordinance shall not operate to repeal or affect the Code of Ordinances of the Town of Pantego or any Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such Code or Ordinance are hereby repealed.

SECTION 3.

Should any provision of this Ordinance be held invalid or unconstitutional, the remainder of such Ordinance shall not be deemed to affect the validity of any other provision of said Ordinance.

SECTION 4.

This ordinance shall take effect immediately from and after its passage and publication in accordance with the laws of the State of Texas.

PRESENTED AND PASSED on this First and Final Reading this the 16th day of May, 2016, by a vote of ___ ayes, ___nays, and ___abstentions, at a regular meeting of the Town Council of the Town of Pantego, Texas.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

APPROVED AS TO FORM:

James T. Jeffrey, Jr., City Attorney



AGENDA BACKGROUND

AGENDA ITEM: Discuss an update on PantegoFest 2016.

Date: May 16, 2016

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

Holly Potter Harvey will be in attendance to provide Council an update on PantegoFest planning.

FISCAL IMPACT:

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

N/A

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