

Town Council Minutes
July 11, 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 Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 11th day of July 2016 with the following members present:

Melody Paradise	Mayor
Don Surratt	Mayor Pro-Tem
Russell Brewster	Council Member
Fred Adair	Council Member
Don Funderlic	Council Member
Jane Barrett	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
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 6:33 p.m.

- 7. Discuss, direct, and consider action on resolution 16-18 a resolution of the Town of Pantego, Texas, authorizing the City Manager to submit comments on behalf of the Town relating to the Northern Trinity Groundwater Conservation District and Groundwater Management Area 8's Desired Future Conditions.**

Mr. Fielder informed Council this item is the requested resolution from Collier for comments to the Future Desired Conditions based on the data they obtained from the town's water wells. He stated item number three of the resolution addresses the districts that are not monitored and item number five addresses the Town of Pantego water rights. Aaron Collier presented their findings and informed Council the Town shows a reduction in pumpage since 2010 with no damage to the Town's static levels. There was discussion on documenting the reduction in pumpage and that the Town has no impact on the water levels.

Council agreed to move this item to the consent agenda.

- 11. Discuss, direct, and consider action on PantegoFest 2016.**

Holly Potter-Harvey informed Council she had received a sponsorship from Collier Consulting this afternoon and updated them on the list of sponsors and their level of sponsorships. The large \$7,500 sponsorship level was split between Bingham Insurance and RJ Construction.

A vendor for the Kids Zone has been located and they agree to a revenue split of 80/20 with no upfront charges. She explained they recommended nine items and will need one volunteer for each item supplied from Pantego and wristbands will be sold for entry into the Kids Zone.

There was discussion on a Wine Walk Tasting event; the beer vendor; size of the serving of beer; cost of the beer to the visitors; and allowing Pantego Bay to provide all the sides for the dinner.

Mrs. Potter-Harvey updated Council on the volunteers needed and the logistics of the operation tent. Council inquired on the Facebook page management. There was discussion on the kids train.

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:

Public Works will begin the work on the 303 bypass at the well site this week. They have completed the survey for the engineering portion of the Smith Barry sewer line project. The Preston Trail Drainage project is complete but Public Works had to televise and clean the line due to a blockage, which required additional work. The installation of the liner will occur in August.

The Town still has vacancies for two Police Officers and one part-time position for Court.

There is a special meeting set for Tuesday evening at 6:30 p.m. to discuss the Zoning Ordinance.

The new water rates will be implemented with the July water bill.

2. Monthly Staff Reports

There was discussion on the property taxes being short of the monthly projections; the lack of royalties from the gas well; a significant increased cost to the Fire Departments monthly expenses; and the Trust & Agency account showing zero. Karen Hollingsworth explained the property taxes are in line for the annual projection; PEDC has received a very minimal amount for gas royalties; the Quint payment was made for the Fire Department and additional overtime expenses; and the Trust & Agency budget was split out to new funds to present a more transparent financial report. There was discussion on a significant decrease in the General Fund. She will research the decrease in the General Fund; gas royalties; and the Court Fund and report back to Council.

Council inquired on the Quint payment being paid for out of the Fire Department budget instead of the capital expenses showing an unfavorable balance. Ms. Hollingsworth explained some of the capital expenses are in the general fund and some are in the capital fund. She explained she moved all capital expenses to their associated department's budget.

Council inquired on why the Groundwater Conservation District Fees and the Recovery Fees continue to miss the budgeted target. Mr. Fielder informed Council due to the leaks within the infrastructure, the Town produces more water than the amount that is used. Council inquired how the interest income into the Construction Fund and the Infrastructure Improvement Fund was prorated. She explained she prorated the total based on the balance. Council inquired on why the Water Sewer Other Revenues has a large discrepancy. Ms. Hollingsworth explained the franchise fee that the Town receives from Republic Services was moved from the Water/Sewer Fund and into the General Administration Fund.

Mayor Paradise adjourned the work session at 7:30 p.m.

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

Mayor Paradise called the regular session to order at 7:30 p.m. and welcomed the audience.

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

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Mayor Pro-Tem Surratt welcomed the audience and thanked the Fire Department for the ride in the Fire Truck for the Arlington 4th of July Parade. He also thanked Chief of Public Safety Tom Griffith for his assistance during the recent storms. He stated when the power went out his smoke alarms acted up and was informed smoke alarms expire every ten years and need to be replaced. Based on recent events he feels society needs to stop the hate and start the love.

Councilmember Brewster welcomed the audience and thanked Council and staff for working together to get things accomplished and the first responders. He stated the chaos these days needs to stop. He informed Chief of Public Safety Tom Griffith that he enjoys the tweet updates while you are out on patrol and during storms giving updates on what is going on around the community.

Councilmember Funderlic welcomed the audience and stated last Thursday was a reminder to every one of the job that our police officers and fire personnel do and the disrespect that is going on in the Country at this time. They ran into the fire in Dallas and those people that were there understand how valuable they are.

Councilmember Adair welcomed the audience and thanked staff and the first responders for everything they do for us and stated it was a pleasure to be a part of the 4th of July Parade.

Councilmember Barrett welcomed the audience and stated the first responders do a fantastic job.

Mayor Paradise stated the City of Dallas has received a lot of community support. The police officers, and the way they have been shining out to the world, are phenomenal. She informed the Pantego first responders that as a community and a Council, representing all citizens and businesses, we appreciate what you do.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Councilmember Barrett reported the movie night was rained out and re-scheduled for this Saturday. The movie will be Hotel Transylvania 2.

Pantego Youth Leadership Council

Mayor Paradise stated the PYLC group is on summer break and will re-group in August.

Public Safety Chief Griffith announced the Fire Department has initiated several new programs. The Vial of Life program will provide a green vial with vital patient information inside to be kept in the refrigerator of the residences. This will allow the paramedic to have this information upon arrival of the home.

The Residential Knox Box program allows the Fire Department to obtain a house key to the resident's home from the Knox Box located on the front door instead of using forced entry in times of an emergency. The Arlington and Pantego Fire Departments carry a Knox Box key on their apparatus' allowing them to open the Knox Box.

They have also started a campaign to help prevent children vehicle deaths by placing posters on the doors of retail stores in town. The intent is to remind parents to think about their child and look in their back seat to ensure a child was not accidentally left in the car.

PEDC REPORT

Mayor Pro-Tem Surratt reported to Council there has not been a meeting since the latest Council meeting. The focus for the meeting this Wednesday will be on PantegoFest, the TPWD Park Grant, and the Budget.

Continued discussion for item 2 Monthly Staff Reports.

There was discussion on the expected quality and asset life of the street signs that were ordered and on the wastewater meter to be replaced on the Fort Worth waste water line. Council inquired on the rental and use of a small excavator. Mr. Williams explained there was a need for a smaller unit than what the Town owns. There was discussion on the increased number of certificate of occupancy inspections for June due to the utilization of a part-time fire inspector.

3. Approval of Bills Payable and Purchase Orders in excess of \$5,000.

There was discussion on the Instituform purchase order and the increased amount. Mr. Fielder informed Council there was never a purchase order for this approval and there was an unexpected blockage that had to be removed on the project. There was discussion on some of the new procedures in regards to approving a purchase requisition and then a purchase order. Council inquired on the reinstatement of the SCADA software that was purchased last year stating the license was purchased at that time. Mr. Williams explained the Town is renewing the license, which is a requirement of SCADA. This is an annual renewal.

4. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from June 20, 2016
- Town Council minutes from June 27, 2016

Council requested to pull the June 20, 2016 minutes for review of the recording.

Council clarified the request of staff to re-photo the boats and RV's around town in an effort to update the pictures. Council requested to re-write item number 7 clarifying the City Manager's comments on the cost to the Town for employee insurance coverage.

Acceptance of Minutes of Boards and Commissions:

- P&Z minutes from June 6, 2016

No comments.

APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Funderlic made a motion to approve the consent agenda items 1 thru 4 plus item 7 with corrections as discussed during the work session, less the June 20, 2016 minutes, and changes as discussed for the June 27, 2016 minutes. Mayor Pro-Tem Surratt 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.

CITIZENS OPEN FORUM

None.

- 5. Public Hearing, review, and consider action on Ordinance 16-790 zoning case Z-226, a proposed special use permit as requested by Church of God 7th Day Arlington to establish a church at 3601 Smith Barry Road, lot 4. Block 1 of the Pantego Square Addition, Pantego, Tarrant County, Texas; and declaring an effective date. The property is generally located on the west side of Smith Barry Road between Wagonwheel Trail and Marathon Street.**

Mayor Paradise announced Councilmember Barrett owns property located within the notification zone and received two notices for the special use permit. Councilmember Barrett declared she has no financial conflict and will remain on the Dias to participate and will be able to deliver an unbiased vote. The Town Attorney concurred. Councilmember Funderlic announced he manages property for an LLC that is located within the notification zone and was also notified. He declared he has no financial conflict and can remain on the Dias and deliver an unbiased vote.

Ms. Arrington read the caption for the record. Mr. Fielder informed Council of the location of the building and that the Planning & Zoning Commission voted unanimously to recommend the SUP. The shared parking lot agreement with the property located next door has been added to the ordinance due to some concerns expressed at the planning and zoning meeting. He confirmed the church has purchased two buildings. The building to the north will be leased commercial space and the building to the south will be the location of the church.

Mayor Paradise opened the public hearing at 8:11 p.m.

Pastor Gustavo Salcido, 1901 Cancun Drive Mansfield, Texas, informed Council he is a disabled Veteran; he does not own firearms and does not believe in that; has taught in Texas for forty (40) years; and has been a Pastor for thirty (30) years. He would like the opportunity to serve as Pastor in Pantego and be a part of the community and work with the different groups and children. He does not receive an income for being a Pastor.

Claudia Acosta, 8004 Rose Creek Court Burleson, Texas, is a Keller Williams Realtor Agent and daughter of the Pastor. The entire family is in the business to serve, her brother is a Bedford Fireman and her sister is a Social Worker. They are excited to come to Pantego and chose Pantego because it is centrally located for their members. She stated they have been holding back on their progress to allow them to find out what is allowed to be done based on the ordinances and regulations of the Town. They would like to be able to open their door to anyone in need and truly serve not just worship.

Clyde Chip-Hines, 13800 W. Pioneer Road Tallequah, Oklahoma, serves the local church as their District Superintendent and has served in several congregations in the Texas and Oklahoma areas. He is here to represent the personal knowledge he has with the leadership of this congregation. He has known Pastor Gustavo Salcido for over eighteen years and he admires Pastor Gustavo Salcido's devotion to following statutes, regulations, and policies. From the churches perspective, Pastor Gustavo Salcido has shown to be an exemplary candidate, to be observant to regulations, and does his best to be compliant. His congregation has a caring heart and a care beyond their walls and into the community. Where they are now they share the facility with other congregations and he thinks this will be a plus for them and a plus for Pantego. He drove out this afternoon and is very impressed with Pantego.

Amoni, daughter of Pastor Gustavo Salcido, expressed to Council the upbringing in her father's church has had a positive impact with the need to serve. She enjoys serving and reaching out to others. She is the youth Pastor of the church. The church is more than a building it is the people and she believes it takes a community, a village to raise healthy children and families with community outreaches and community programs.

Town Council Minutes
July 11, 2016

No other speakers.

Mayor Paradise closed the public hearing at 8:22 p.m.

Council discussed the noise management plan in regards to volume control. Oscar Gallan, 4142 Briton Court, Grand Prairie, Texas 75052, the architect of the project, discussed the site plan and the installation of additional walls and insulation, as needed. Council discussed with staff the noise reductions and sound engineering requirements made on previous SUP's. The Pastor assured Council he would be a good neighbor and make any adjustments needed for the residential area near his church. He also stated his timeline for completion in mid August. Ms. Acosta verified the north end of the property will be leased to commercial offices and the southernmost end of the property will be the church. The Church offices will be on the north end of the southern building.

There was discussion on the parking lot agreement. Council requested, and the applicant agreed, to remove section 22 and revise section 21 to provide notice to the Town of Pantego. Mr. Jeffrey requested to add a condition to the SUP ordinance allowing the Town to reserve the right to modify or revoke the SUP if the parking agreement is cancelled. Pastor Gustavo Salcido informed Council of the classroom times on Saturday and prayer services on Friday and assured Council the parking lot agreement will not interfere with the businesses in this location. Council inquired on the operations of a food pantry and overnight stays. Pastor Gustavo Salcido stated in the future the church would like to operate a food pantry but only packaged food and if allowed by the Town's ordinances. There will not be any overnight stays. There was discussion on the maintenance of the property and the property taxes.

Councilmember Adair made a motion to approve ordinance 16-790 with the following additions: to the parking agreement, add section 21 that the Town be notified if the agreement is terminated and delete in its entirety section 22; to the SUP, add the verbiage sound dampening walls will be installed per Town's approval and shall not be unreasonably withheld; the SUP will be for a term of three years and will terminate if the parking agreement is terminated. Councilmember 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.

Councilmember Brewster explained Council has to ask this many questions and be extremely thorough with these review processes to ensure completion and thanked them for understanding.

9. Discuss and direct staff on information provided by the General Manager of the Northern Trinity Groundwater Conservation District.

Mayor Paradise introduced Bob Patterson with the Northern Trinity Groundwater Conservation District. Mr. Patterson thanked the Council for the communications between the Town and the District on the groundwater issues. Mr. Patterson gave a presentation to Council on a brief historical overview of the District and the research and information the District has on the Desired Future Conditions of groundwater across the district. Council inquired on private water wells. There was discussion on the smaller community's impact to the groundwater draw down and the impact rain has on the calculation of the fees. Council confirmed this information is worst case scenario information. There was discussion on the number of wells that are not being monitored and the impact those wells have to the groundwater with the lack of enforcement and penalties. There was discussion on refurbishing the Lane well and turning it on. Mr. Fielder explained Council will need to discuss their options at a later meeting; however, there is a five year time limit to cap the well or fix the well.

Mayor Paradise read the caption of the executive sessions and recessed at 9:54 p.m.

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 Commissions appointments.
 3. 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 – Arctic Star

Mayor Paradise reconvened the Council meeting at 10:41 p.m. and declared no action was taken on executive session items 1-3.

6. **Discuss, direct, and consider action on Resolution 16-13 a resolution of the Town of Pantego, Texas authorizing the City Manager to enter into a contract with CMA Architecture Planning and Interior Design for an Additional Services Agreement 1 regarding the Park Row Streetscape Project; and providing an effective date.**

Mr. Fielder informed Council he spoke to Braum's and their engineer Harris Williams agreed to take the information back to their Board of Directors with an auto cad file. CMA is to provide this file and has not as of today.

Mayor Pro-Tem Surratt made a motion to table agenda item number 6 relative to resolution number 16-13 until August 8th, 2016 Council Meeting. Councilmember Brewster seconded the item.

The vote was as follows:

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

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

7. **Discuss, direct, and consider action on resolution 16-18 a resolution of the Town of Pantego, Texas, authorizing the City Manager to submit comments on behalf of the Town relating to the Northern Trinity Groundwater Conservation District and Groundwater Management Area 8's Desired Future Conditions.**

This item was discussed during work session and voted upon with the consent agenda.

8. **Discuss, direct, and consider action on Resolution 16-19 a resolution of the Town of Pantego, Texas, authorizing the application for a grant through the Governor's Office to purchase Body Worn Cameras for law enforcement purposes.**

Public Safety Chief Griffith stated the deadline for the grant submission is this Friday and a resolution is required by the State for the grant application. There was discussion on the time frame limit

presented in the resolution and a typographical error. Chief Griffith stated the time frame declaration satisfies the requirements of the State.

Councilmember Funderlic made a motion to approve resolution 16-19 with corrections noted. Councilmember 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.

10. Discuss, direct, and consider action on the Introduction of the 2016-17 Fiscal Year Budget by the City Manager.

Mr. Fielder presented the highlights of the budget for the Fiscal Year 2016-17. He informed Council the certified tax rolls will not be available until the end of the month and it may force the Town to lower the tax rate. Even though the sales tax revenue this month was lower than last month, the Town has reached the revenue balance it had prior to the recession. The requested expense items will be a little less this year. The items to be discussed for supplemental requests will be the remount of ambulance 2, automatic meter readers, and compensation. There was discussion on the differences within the new budget book and a need for a computer replacement plan. Mr. Fielder explained the Town does not have an IT Department; therefore, one was created with no personnel to give a clearer picture of overall expenses. There was discussion on the changes Microsoft Office has made to their software licensing and the cost associated with it that will affect the Town. There was discussion on a computer replacement plan and having the computers refurbished a second time. Mr. Fielder will have Iwerks at a future meeting to discuss in detail with Council the computer issues.

11. Discuss, direct, and consider action on PantegoFest 2016.

This item was discussed during the work session.

COUNCIL INQUIRY

Mayor Pro-Tem Surratt inquired on the frequency of the water collections and tests for the Annual Water Quality Report.

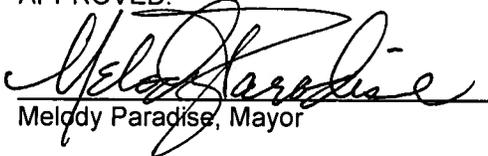
Councilmember Funderlic inquired on Council's intention to have staff perform an updated inventory of boats and recreational vehicles parked around the town. Council agreed this was their intent at the last meeting. Mr. Fielder announced the updates will be ready for the next council meeting on July 25th.

Mayor Paradise inquired on the vacation plans of Council for meeting purposes.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 11:04 p.m.

APPROVED:


Melody Paradise, Mayor

ATTEST:


Julie Arrington, City Secretary

