



# AGENDA

## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

September 28, 2016

**TOWN COUNCIL CHAMBER  
1614 S. BOWEN ROAD  
REGULAR SESSION 7:00 P.M.**

REGULAR SESSION 7:00 P.M.  
CALL TO ORDER AND PRESIDENT'S WELCOMING COMMENTS  
INVOCATION: Don Surratt  
PLEDGE OF ALLEGIANCE  
PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

REGULAR BUSINESS

1. Executive Director Report
  
2. Approval of PEDC Minutes
  - September 14, 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.

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

3. Discuss, direct, and consider action on a report of PantegoFest 2016.
4. Discuss, direct, and consider action on PEDC's Small Business Saturday event.
5. Discuss, direct, and consider action on the planning of the splash pad at Bicentennial Park.
6. Discuss, direct, and consider action on a past due loan from Boutique U LLC.

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, September 25, 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.**

**September 28, 2016**

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

**BEGINNING AT 7:00 P.M.**

Prepared and posted in accordance with Chapter 551 of the Texas Government Code. I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the outside window of a display cabinet at the Town Hall of the Town of Pantego, Texas, a place of convenience and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Sunday, September 25, 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:** September 28, 2016

## **New Business Inquiries**

A microbrewery is interested in the former Velocity Fitness on Marathon.

## **Chamber Awards Dinner**

The Chamber Awards Dinner will be held on September 29 at the Arlington Convention Center.



## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Danny Lakey and PEDC Board Members

From: Matt Fielder, City Manager

Date: 9/28/16

Re: Approval of PEDC Minutes.

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**Attachments: 09/14/16 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 14<sup>th</sup> day of September 2016 with the following members present:

Danny Lakey	President
Don Surratt	Vice President
Fred Adair	Secretary
Mickey Scott	Director
Stephanie Springer	Director

**Members Absent:**

Robert Jordan	Director
Arsalan Gittiban	Treasurer

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

Matt Fielder	Executive Director
Sheila Sherman	Support Specialist
Dennis Jobe	Community Development Director
Scott Williams	Public Works Director

**Also in attendance:**

Pam Mundo	Mundo and Associates
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**REGULAR SESSION 7:00 P.M.**  
**CALL TO ORDER AND GENERAL COMMENTS**

President Lakey called the meeting to order at 7:00 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 Director Scott and his staff for helping the Town stuff the PEDC shopping bags.

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

None.

**REGULAR BUSINESS**

**1. Executive Director Report**

Mr. Fielder informed the Board of the following items:

DiForte Restaurant on Pioneer has a scheduled a ribbon cutting for October 4<sup>th</sup> from 4:00 p.m. to 6:00 p.m. However, this may be rescheduled due to a conflict.

The staff has received an inquiry from a hookah lounge interested in purchasing Mijo's. They are

pursuing the possibility of a smoking establishment. There was a discussion on smoking establishment regulations and other locations in town that allow smoking.

Gypsy Resale located on Park Row has closed.

Public Works has installed the cameras in the park and placed signs to deter vandals.

**2. Approval of PEDC Minutes**

• **August 24, 2016**

Vice President Surratt made a motion to approve the PEDC minutes dated August 24, 2016, as submitted. Secretary Adair seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, Springer, and Scott.

Nays: None.

Abstentions: None.

President Lakey declared the motion passed unanimously.

**3. Summary of Revenues and Expenditures**

• **September 12, 2016**

There was a discussion on the prior approval of some of the expenses. Mr. Fielder informed the Board they approved the purchase orders.

Secretary Adair made a motion to approve the PEDC expenditures for September 14, 2016. Director Springer seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, Springer, and Scott.

Nays: None.

Abstentions: None.

President Lakey declared the motion passed unanimously.

**CITIZENS OPEN FORUM**

None.

**4. Public hearing, discuss, direct, and consider action on the designation of FY 2016-2017 projects for the Town of Pantego Economic Development Corporation:**

- a. As a project of the Corporation, land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the corporation's board of directors to promote new or expanded business development. The estimated amount of expenditures for such type of general project in Fiscal Year 2016-2017 is \$30,000.
- b. As a project of the Corporation, land, buildings, equipment, facilities, and improvements found by the board of directors to be required or suitable for use for professional and amateur sports, including children's sports, athletic, entertainment, tourist, convention, and public park purposes and events, including stadiums, ball parks, auditoriums, amphitheatres, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, related area transportation facilities, and related roads, streets, and water and sewer facilities, and other related improvements that enhance any of the items described herewith. The estimated amount of expenditures for such type of general project in Fiscal Year 2016-2017 is \$150,000.

Mr. Fielder explained this notice is required by Statute; was discussed at the last meeting; and was posted for the public hearing. This will begin the sixty (60) day waiting period. The law states there must be 10% of the voting population to file a petition and call for an election during the sixty (60) day time period in order to change the project designation.

President Lakey opened the public hearing at 7:11 p.m.

With no one to speak for or against, President Lakey closed the public hearing at 7:11 p.m.

**5. Discuss, direct, and consider action on the 2016-2017 Fiscal Year PEDC Budget.**

Mr. Fielder informed the Board the Council made changes to the employee pay structure. This change directly affects the PEDC budget with an increase in the transfer amount from the General Fund and an increase in the payroll expenses from the PEDC budget. There was a discussion on the process since PEDC already approved their budget. The Board verified the Bicentennial Park expense showed \$150,000 total with \$75,000 carried over from last year and \$75,000 added for this year and the Economic Development Grants showed \$30,000.

Vice President Surratt made a motion to approve the PEDC Budget for Fiscal Year 2016-2017 as presented. Director Springer seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, Springer, and Scott.

Nays: None.

Abstentions: None.

President Lakey declared the motion passed unanimously.

**6. Discuss, direct, and consider action on PEDC's involvement in PantegoFest.**

Mr. Fielder explained this item is on the agenda in case there was anything that needed to be addressed before the festival. President Lakey inquired on the members who will be there to work the booth and help out. There was a discussion on the location of the PEDC booth in relation to the entrance. The Board would not like to be close to the entrance to allow them to monitor the event better. There was a discussion on having all the tables related to the Town together. There was a discussion on the number of cook-off teams and competition between Pantegofest and other events in the area.

President Lakey recessed the regular session at 7:37 p.m.

**SCHEDULES EXECUTIVE SESSION**

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

1. 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. - Timeless Treasures Vintage & More

President Lackey reconvened the regular session at 7:57 p.m.

Secretary Adair made a motion to approve the grant to Timeless Treasures for 50% of the cost of a sign not to exceed \$1,180.00. Director Springer seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, Springer, and Scott.  
Nays: None.  
Abstentions: None.

President Lakey declared the motion passed unanimously.

**PEDC MEMBER INQUIRY**

None.

**ADJOURNMENT**

President Lakey adjourned the regular session at 7:58 p.m.

**APPROVED:**

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**Danny Lakey, President**

**ATTEST:**

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**Fred Adair, Secretary**



## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Danny Lakey and PEDC Board Members  
From: Matt Fielder, City Manager  
Date: 9/28/16  
Re: Discuss, direct, and consider action on a report of PantegoFest 2016.

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The purpose of this item is to review the PantegoFest 2016.

**Attachments: N/A**



## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Danny Lakey and PEDC Board Members  
From: Matt Fielder, City Manager  
Date: 9/28/16  
Re: Discuss, direct, and consider action on PEDC's Small Business Saturday event.

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The purpose of this item is to begin planning the Small Business Saturday event to be held the Saturday after Thanksgiving.

**Attachments: N/A**



## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Danny Lakey and PEDC Board Members  
From: Matt Fielder, City Manager  
Date: 9/28/16  
Re: Discuss, direct, and consider action on the planning of the splash pad at Bicentennial Park.

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Pam Mundo will give an update on the planning for the Splash Pad in Bicentennial Park.

**Attachments: N/A**



## PANTEGO ECONOMIC DEVELOPMENT CORPORATION

To: President Danny Lakey and PEDC Board Members  
From: Matt Fielder, City Manager  
Date: 9/28/16  
Re: Discuss, direct, and consider action on a past due loan from Boutique U LLC.

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The purpose of this item is to direct staff to take action regarding the past due loan from Boutique U LLC.

**Attachments: N/A**