



Melody Paradise, Mayor
Don Surratt, Mayor Pro Tem

AGENDA

TOWN COUNCIL

November 14, 2016

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

COUNCIL MEMBERS:

Fred Adair
Don Funderlic
Jane Barrett
Russell Brewster

Matthew Fielder, City Manager

WORK SESSION 6:30 P.M.

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

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

1. City Manager Report
 - Personnel Vacancies
 - Holiday Calendar/Events
2. Monthly Staff Reports
 - Finance: Monthly Investment, Interest Distribution, Fund Investment, General Fund Variance Analysis, General Fund Summarized Expenditure Variance Analysis, Water and Sewer Variance Analysis.
 - Public Safety: Public Safety Monthly Activity Report, Officer Activity Report, Criminal Investigation Report, Crime Statistics, Fire Department Monthly Activity Summary, Letters of Appreciation.
 - Public Works Department: Director's Update, Water Billing Reports; Garbage and Recycling Billing Analysis.
 - Community Development: Certificate of Occupancies, Building Permits, Inspections, Construction Values, Contractor Registrations.
 - Municipal Court: Citations Issued, Warrants Issued, Monies Received.
3. Approval of Purchase Order Requests and Accounts Payable over \$5,000 and Review of Purchase Order Requests and Accounts Payable \$1,000 to \$5,000 previously approved by the City Manager.
4. Approval and Acceptance of Minutes
 - Approval of Town Council Minutes:
 - Town Council minutes from October 10, 2016
 - Town Council minutes from October 17, 2016
 - Town Council minutes from October 24, 2016
 - Acceptance of Minutes of Boards and Commissions:
 - PEDC minutes from September 28, 2016
 - PEDC minutes from October 12, 2016
 - PEDC minutes from October 26, 2016
 - CRB minutes from October 4, 2016

REGULAR SESSION 7:30 P. M.

CALL TO ORDER/WELCOME

INVOCATION BY: Councilmember Surratt

PLEDGE OF ALLEGIANCE

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

HONORS AND RECOGNITIONS

- Swearing In and Badge Pinning of Sheli Godbold as the new police officer.
- Introduction of Nicole McKeon as the new dispatcher and Jesus Najera as the new Public Works maintenance worker.

RECEPTION

COUNCIL LIAISON TO BOARD REPORT

- Community Relations Board
- Pantego Youth Leadership Council

PEDC REPORT

CITIZENS OPEN FORUM

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

APPROVAL OF CONSENT AGENDA ITEMS

Approval of the Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations and all votes on final reading will be recorded as reflected on first reading unless otherwise indicated. Public comment will be accepted on items, with the exception of those items on which a public hearing has been held and closed by Council.

RESOLUTION

5. Discuss, direct, and consider action on Resolution 16-27 a resolution of the Town of Pantego, Texas, authorizing the City Manager to enter into a contract with RJ Construction for repairs to the roof of the Town Hall building.
6. Discuss, direct, and consider action on Resolution 16-28 a resolution of the Town of Pantego, Texas, authorizing the City Manager to award the bid for construction, to negotiate, and to enter into a contract with Leetech Energy Service, LLC for the Smith Barry Sewer Line construction project; and providing an effective date.
7. Discuss, direct, and consider action on Resolution 16-29 a resolution of the Town of Pantego, Texas, in support of the application by Cirrus Associates, LLC on behalf of SWC Arkansas & Cooper, LTD to the Texas Commission on Environmental Quality (TCEQ) for a Municipal Settings Designation (MSD) for the properties located at 1000 and 1030 W. Arkansas Lane, Arlington, Texas.

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

8. Discuss, direct, and consider action on Ordinance 16-795 an ordinance of the Town of Pantego, Texas, amending the Fiscal Year 2015-2016 adopted Budget; and declaring an effective date.

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 551.074 Personnel Matters to deliberate the appointment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee – Boards and Commissions Appointment.
 2. Pursuant to Government Code Section 551.074 Personnel Matters to deliberate the appointment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee – City Secretary.

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, November 11, 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: November 14, 2016

Personnel Vacancies

Candidates for the police sergeant and officer positions are in the process of undergoing background checks, as well as a candidate for the part-time court clerk. If hired, there would be two remaining police officer positions to be filled.

Holiday Calendar/Events

Upcoming holiday events begin with the Candy Train and PEDC-sponsored Small Business Saturday events on November 26. The Town Christmas Party is scheduled for December 9th. The Salvation Army Red Kettle Challenge is scheduled for December 17th. Also on that date, PEDC is planning to coordinate visits to various retailers by Santa Claus on that date.

Upcoming ribbon-cuttings include:

Transforming Life Ministries, Saturday, November 12th at 5:00 p.m.

Cake Bliss Saturday, November 19th at Noon

Arlington Chiropractic Tuesday, November 29th at 4:00 p.m.

Timeless Treasures, Saturday, December 3rd at 1:00 p.m.

Perna's, Saturday, December 10th at 1:00 p.m.



AGENDA BACKGROUND

AGENDA ITEM: Monthly Staff Reports

Date: November 14, 2016

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

Staff reports on departmental activities on a monthly basis.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the reports as presented.

ATTACHMENTS:

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

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



**Town of Pantego
Monthly Investment Report
As of October 31, 2016**

Book Value of Pool Account, October 1, 2016 \$ 4,234,743

Security	Purchase Date	Par	Maturity Date	Yield	Price
TexPool	10/1/2016	\$ 2,028,896	10/31/2016	0.3828%	\$ 1.00
TexPool Prime	10/1/2016	2,205,847	10/31/2016	0.7230%	1.00
Certificate of Deposits	2/26/2015	907,309	2/23/2017	0.69%	907,309

Security	Beginning Book Value	Beginning Market Value	Net Change in Book Value	Ending Book Value	Ending Market Value
TexPool	\$ 2,028,896	\$ 2,028,896	\$ 660	\$ 2,029,556	\$ 2,029,556
TexPool Prime	2,205,847	2,205,847	1,354	2,207,201	2,207,201
Certificate of Deposits	907,309	907,309	-	907,309	907,309
Total	\$ 5,142,052	\$ 5,142,052	\$ 2,014	\$ 5,144,066	\$ 5,144,066

**Pantego Economic Development Corp.
Monthly Investment Report
As of October 31, 2016**

Book Value of Pool Account, October 31, 2016 \$ 420,574

Security	Purchase Date	Par	Maturity Date	Yield	Price
TexPool	10/1/2016	\$ 420,574	10/31/2016	0.3828%	\$ 1.00

Security	Beginning Book Value	Beginning Market Value	Net Change in Book Value	Ending Book Value	Ending Market Value
TexPool	\$ 420,574	\$ 420,574	\$ 137	\$ 420,711	\$ 420,711
Total	\$ 420,574	\$ 420,574	\$ 137	\$ 420,711	\$ 420,711

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


Matthew Fielder
City Manager


Karen Hollingsworth
Finance Director


Erica Williams
Payroll/AP/HR Coordinator



Welcome to
TexConnect

TEXPOOL

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

Pool Information

Location: 79038
Town of Pantego

TexPool

Average Monthly rate for October	0.3828%
Average Monthly Dividend Factor for October	0.000010487
Information as of	November 7, 2016
Daily Net Yield	0.3742%
Dividend Factor	0.000010252
7 Day Net Yield	0.39%
Daily Assets	\$13,349,847,540.61
Weighted Average Maturity	40 days
Weighted Average Life	80 days
NAV	1.00031

TexPool Prime

Average Monthly rate for October	0.7230%
Average Monthly Dividend Factor for October	0.000019807
Information as of	November 7, 2016
Daily Net Yield	0.7285%
Dividend Factor	0.000019958
7 Day Net Yield	0.72%
Daily Assets	\$2,396,623,109.48
Weighted Average Maturity	40 days
Weighted Average Life	62 days
NAV	1.00032

Contact Information

Participant Services 1-866-839-7665

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

For more complete information, see the TexPool Investment Policy and Information Statement available on the TexPool web site, www.texpool.com. You should consider the investment's objectives, risks, charges, and expenses carefully before investing. Information about these and other important subjects is in the Investment Policy and Information Statement which you should read carefully before investing.

An investment in the Pool is not insured or guaranteed by any government or government agency. Although the manager of the Pool seeks to preserve the principal, it is possible to lose money by depositing money in the Pool.

TexPool Participant Services
 C/O Federated Investors Inc.
 1001 Texas Avenue, Suite 1400
 Houston, TX 77002



TOWN OF PANTEGO
 GENERAL FUND
 ATTN KAREN HOLLINGSWORTH
 1614 S BOWEN RD
 PANTEGO TX 76013-3336

Participant Statement

Statement Period 10/01/2016 - 10/31/2016

Customer Service 1-866-TEX-POOL
Location ID 000079038
Investor ID 000015688

TexPool Update

Did you know you can customize your Summary Statement on TexConnect Online? Click on the Statements tab and Custom Summary Statement to get started. Select a statement time frame of up to two years and receive summaries of your accounts for the time specified and totals.

TexPool Summary						
Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$2,028,896.23	\$0.00	\$0.00	\$659.54	\$2,029,555.77	\$2,028,917.51
TexPool Prime	\$2,205,846.71	\$0.00	\$0.00	\$1,354.47	\$2,207,201.18	\$2,205,890.40
Total Dollar Value	\$4,234,742.94	\$0.00	\$0.00	\$2,014.01	\$4,236,756.95	

Portfolio Value

Pool Name	Pool/Account	Market Value (10/01/2016)	Share Price (10/31/2016)	Shares Owned (10/31/2016)	Market Value (10/31/2016)
Texas Local Government Investment Pool	449/7903800001	\$2,028,896.23	\$1.00	2,029,555.770	\$2,029,555.77
TexPool Prime	590/7903800001	\$2,205,846.71	\$1.00	2,207,201.180	\$2,207,201.18
Total Dollar Value		\$4,234,742.94			\$4,236,756.95

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/7903800001	\$659.54	\$9,411.25
TexPool Prime	590/7903800001	\$1,354.47	\$6,292.63
Total		\$2,014.01	\$15,703.88

Transaction Detail

Texas Local Government Investment Pool
 Pool/Account: 449/7903800001

Participant: TOWN OF PANTEGO

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
10/01/2016	10/01/2016	BEGINNING BALANCE	\$2,028,896.23	\$1.00		2,028,896.230
10/31/2016	10/31/2016	MONTHLY POSTING	\$659.54	\$1.00	659.540	2,029,555.770
Account Value as of 10/31/2016			\$2,029,555.77	\$1.00		2,029,555.770

TexPool Prime

Participant: TOWN OF PANTEGO

Pool/Account: 590/7903800001

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
10/01/2016	10/01/2016	BEGINNING BALANCE	\$2,205,846.71	\$1.00		2,205,846.710
10/31/2016	10/31/2016	MONTHLY POSTING	\$1,354.47	\$1.00	1,354.470	2,207,201.180
Account Value as of 10/31/2016			\$2,207,201.18	\$1.00		2,207,201.180

TexPool Participant Services
 C/O Federated Investors Inc.
 1001 Texas Avenue, Suite 1400
 Houston, TX 77002



TOWN OF PANTEGO
 PANTEGO ECONOMIC DEVELOPMENT CORP
 ATTN KAREN HOLLINGSWORTH
 1614 S BOWEN RD
 PANTEGO TX 76013-3336

Participant Statement

Statement Period **10/01/2016 - 10/31/2016**

Customer Service 1-866-TEX-POOL
 Location ID 000079038
 Investor ID 000015689

TexPool Update

Did you know you can customize your Summary Statement on TexConnect Online? Click on the Statements tab and Custom Summary Statement to get started. Select a statement time frame of up to two years and receive summaries of your accounts for the time specified and totals.

TexPool Summary						
Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$420,574.36	\$0.00	\$0.00	\$136.71	\$420,711.07	\$420,578.77
Total Dollar Value	\$420,574.36	\$0.00	\$0.00	\$136.71	\$420,711.07	

Portfolio Value

Pool Name	Pool/Account	Market Value (10/01/2016)	Share Price (10/31/2016)	Shares Owned (10/31/2016)	Market Value (10/31/2016)
Texas Local Government Investment Pool	449/7903800002	\$420,574.36	\$1.00	420,711.070	\$420,711.07
Total Dollar Value		\$420,574.36			\$420,711.07

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/7903800002	\$136.71	\$1,291.34
Total		\$136.71	\$1,291.34

Transaction Detail

Texas Local Government Investment Pool

Participant: TOWN OF PANTEGO

Pool/Account: 449/7903800002

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
10/01/2016	10/01/2016	BEGINNING BALANCE	\$420,574.36	\$1.00		420,574.360
10/31/2016	10/31/2016	MONTHLY POSTING	\$136.71	\$1.00	136.710	420,711.070

Account Value as of 10/31/2016

\$420,711.07

\$1.00

420,711.070

TOWN OF PANTEGO
CASH & INVESTMENTS REPORT
AS OF: OCTOBER 31ST, 2016

FUND-ACCT. NO.	ACCOUNT NAME	CASH	CD'S	DISC NOTES	TEXPOOL/ TEXPOOL PRIME	FUND TOTAL
<u>GENERAL FUND</u>						
100-0-000-102.00	CASH	(27,520.15)				
100-0-000-102.20	CHANGE FUND - COURT	300.00				
100-0-000-102.30	CHANGE FUND - CITY HALL	105.00				
100-0-000-202.00	CERT OF DEPOSIT		252,755.95			
100-0-000-204.00	TEXPOOL				1,356,898.00	
100-0-000-204.50	TEXPOOL PRIME				800,501.88	
<u>TOTAL 100-GENERAL FUND</u>		<u>(27,115.15)</u>	<u>252,755.95</u>	<u>0.00</u>	<u>2,157,399.88</u>	<u>2,383,040.68</u>
<u>LONG TERM DEBT FUND</u>						
<u>FIXED ASSETS FUND</u>						
<u>WATER AND SEWER FUND</u>						
200-0-000-102.00	CASH	66,425.60				
200-0-000-202.00	CERTIFICATE OF DEPOSIT		251,751.37			
<u>TOTAL 200-WATER & WASTEWATER FUND</u>		<u>66,425.60</u>	<u>251,751.37</u>	<u>0.00</u>	<u>0.00</u>	<u>318,176.97</u>
<u>CAPITAL PROJECTS FUND</u>						
300-0-000-102.00	CASH	5,812.88				
300-0-000-204.00	TEXPOOL				9,139.90	
300-0-000-204.50	TEXPOOL PRIME				10,009.50	
<u>TOTAL 300-EQUIPMENT REPLACEMT FUND</u>		<u>5,812.88</u>	<u>0.00</u>	<u>0.00</u>	<u>19,149.40</u>	<u>24,962.28</u>
<u>INTEREST & SINKING FUND</u>						
400-0-000-102.00	CASH	91.80				
400-0-000-202.00	CERT OF DEPOSITS		100,700.51			
400-0-000-204.00	TEXPOOL				902.74	
400-0-000-204.50	TEXPOOL PRIME				500.48	
<u>TOTAL 400-DEBT SERVICE FUND</u>		<u>91.80</u>	<u>100,700.51</u>	<u>0.00</u>	<u>1,403.22</u>	<u>102,195.53</u>
<u>STREET IMPVMT CONST FUND</u>						
500-0-000-102.00	CASH	62,942.90				
500-0-000-202.00	CERT OF DEPOSITS		251,751.37			
500-0-000-204.00	TEXPOOL				217,352.40	
500-0-000-204.50	TEXPOOL PRIME				150,142.59	
<u>TOTAL 500-STREET IMPVMT CONST FUND</u>		<u>62,942.90</u>	<u>251,751.37</u>	<u>0.00</u>	<u>367,494.99</u>	<u>682,189.26</u>
<u>PARK ROW PROJ FUND</u>						
550-0-000-204.00	TEXPOOL				156,115.58	
550-0-000-204.50	TEXPOOL PRIME				900,718.78	
<u>TOTAL 550-PARK ROW PROJ FUND</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,056,834.36</u>	<u>1,056,834.36</u>
<u>TRUST & AGENCY FUND</u>						

TOWN OF PANTEGO
CASH & INVESTMENTS REPORT
AS OF: OCTOBER 31ST, 2016

FUND-ACCT. NO.	ACCOUNT NAME	CASH	CD'S	DISC NOTES	TEXPOOL/ TEXPOOL PRIME	FUND TOTAL
<u>WATER/SEWER CONSTRUCTION</u>						
700-0-000-102.00	CASH	(4,726.75)				
700-0-000-204.00	TEXPOOL				71,191.52	
700-0-000-204.50	TEXPOOL PRIME				65,061.79	
TOTAL 700-WW CONSTRUCTION FUND		(4,726.75)	0.00	0.00	136,253.31	131,526.56
<u>INFRASTRUCTURE IMPVMT</u>						
750-0-000-102.00	CASH	46,482.75				
750-0-000-204.00	TEXPOOL				172,839.93	
750-0-000-204.50	TEXPOOL PRIME				200,190.12	
TOTAL 750-WATER INFRASTRUCTURE FUND		46,482.75	0.00	0.00	373,030.05	419,512.80
<u>PAYROLL IMPREST FUND</u>						
777-0-000-102.00	CASH	1,680.24				
TOTAL 777-PAYROLL IMPREST FUND		1,680.24	0.00	0.00	0.00	1,680.24
<u>COURT SECURITY FUND</u>						
800-0-000-102.00	CASH	5,413.23				
800-0-000-204.00	TEXPOOL				5,530.52	
800-0-000-204.50	TEXPOOL PRIME				5,004.75	
TOTAL 800-COURT SECURITY FUND		5,413.23	0.00	0.00	10,535.27	15,948.50
<u>POLICE TRUST FUND</u>						
815-0-000-102.00	CASH	13,137.85				
TOTAL 815-POLICE TRUST FUND		13,137.85	0.00	0.00	0.00	13,137.85
<u>COURT TECHNOLOGY FUND</u>						
825-0-000-102.00	CASH	15,687.48				
825-0-000-204.00	TEXPOOL				20,291.64	
825-0-000-204.50	TEXPOOL PRIME				50,047.53	
TOTAL 825-COURT TECHNOLOGY FUND		15,687.48	0.00	0.00	70,339.17	86,026.65
<u>PANTEGO YOUTH LDRSHP CNL</u>						
835-0-000-102.00	CASH	1,558.57				
TOTAL 835-PANTEGO YOUTH LDRSHP CNCL		1,558.57	0.00	0.00	0.00	1,558.57
<u>PANTEGOFEST</u>						
850-0-000-102.00	CASH	916.93				
TOTAL 850-PANTEGOFEST FUND		916.93	0.00	0.00	0.00	916.93
<u>FSA ADMINISTRATION</u>						
860-0-000-102.00	CASH	563.32				
TOTAL 860-FSA/HRA ADMINISTRATION		563.32	0.00	0.00	0.00	563.32
<u>DONATIONS FUND</u>						
865-0-000-102.00	CASH	2,926.44				
TOTAL 865-DONATIONS FUND		2,926.44	0.00	0.00	0.00	2,926.44

TOWN OF PANTEGO
 CASH & INVESTMENTS REPORT
 AS OF: OCTOBER 31ST, 2016

FUND-ACCT. NO.	ACCOUNT NAME	CASH	CD'S	DISC NOTES	TEXPOOL/ TEXPOOL PRIME	FUND TOTAL
<u>SHAMBURGER MEMORIAL FUND</u>						
875-0-000-202.00	CERT OF DEPOSITS		50,350.24			
875-0-000-204.00	TEXPOOL				12,020.57	
875-0-000-204.50	TEXPOOL PRIME				15,014.26	
TOTAL 875-SHAMBURGER		0.00	50,350.24	0.00	27,034.83	77,385.07
<u>CARTWRIGHT LIBRARY FUND</u>						
880-0-000-204.00	TEXPOOL				7,272.97	
880-0-000-204.50	TEXPOOL PRIME				10,009.50	
TOTAL 880-CARTWRIGHT LIBRARY FUND		0.00	0.00	0.00	17,282.47	17,282.47
<u>PEDC INTEREST & SINKING</u>						
901-0-000-102.00	CASH	169,103.25				
901-0-000-204.00	TEXPOOL				32,351.05	
TOTAL 901-PEDC DEBT SERVICE FUND		169,103.25	0.00	0.00	32,351.05	201,454.30
<u>PEDC BOND RESERVE FUND</u>						
<u>PEDC OPERATING FUND</u>						
903-0-000-102.00	CASH	250,901.28				
903-0-000-204.00	TEXPOOL				388,360.02	
TOTAL 903-PEDC OPERATING FUND		250,901.28	0.00	0.00	388,360.02	639,261.30
<u>PEDC ADMIN EXPENDITURE</u>						
<u>PEDC REDEMPTION FUND</u>						
<u>PEDC SALES TAX REVENUE</u>						
<u>ACCOUNTS PAYABLE IMPREST</u>						
ALL FUNDS TOTAL		611,802.62	907,309.44	0.00	4,657,468.02	6,176,580.08
TOTAL CASH AND INVESTMENTS		611,802.62			5,564,777.46	

*** END OF REPORT ***

**TOWN OF PANTEGO
GENERAL FUND
REVENUE REPORT - OCTOBER 2016**

	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Revenues:									
Property Tax-Current	\$ 33,358	\$ 93,782	\$ (60,424)	\$ 33,358	\$ 93,782	\$ (60,424)	\$ 1,125,383	\$ (1,092,025)	(97%)
Property Tax-Current Interest	-	88	(88)	-	88	(88)	1,050	(1,050)	100%
Property Tax-Current Penalty	-	263	(263)	-	263	(263)	3,150	(3,150)	100%
Property Tax-Current Rendition Pen	29	193	(164)	29	193	(164)	2,310	(2,281)	100%
Property Tax-Delinquent	1,184	1,167	18	1,184	1,167	18	14,000	(12,816)	(92%)
Property Tax-Delinquent Interest	92	21	71	92	21	71	250	(158)	100%
Property Tax-Delinquent Penalty	106	33	73	106	33	73	394	(288)	100%
Property Tax-Delinquent Rendition Pen	33	17	17	33	17	17	200	(167)	100%
Sales Tax	133,925	137,211	(3,285)	133,925	137,211	(3,285)	1,646,528	(1,512,603)	(92%)
Franchise Fee-Natural Gas	-	2,221	(2,221)	-	2,221	(2,221)	26,650	(26,650)	(100%)
Franchise Fee-Communications	-	7,292	(7,292)	-	7,292	(7,292)	87,500	(87,500)	(100%)
Franchise Fee-Electricity	-	13,958	(13,958)	-	13,958	(13,958)	167,500	(167,500)	(100%)
Franchise Fee-Cable	-	1,189	(1,189)	-	1,189	(1,189)	14,265	(14,265)	(100%)
Franchise Fee-Water & Sewer	-	2,083	(2,083)	-	2,083	(2,083)	25,000	(25,000)	(100%)
Franchise Fee-Waste Disposal	-	1,792	(1,792)	-	1,792	(1,792)	21,500	(21,500)	100%
Mixed Beverage Tax	-	1,167	(1,167)	-	1,167	(1,167)	14,000	(14,000)	(100%)
Warrant Charges	5,689	7,500	(1,811)	5,689	7,500	(1,811)	90,000	(84,311)	(94%)
FTA / City (Omni Base)	287	542	(255)	287	542	(255)	6,500	(6,213)	(96%)
Court Fines and Penalties	21,832	29,167	(7,335)	21,832	29,167	(7,335)	350,000	(328,168)	(94%)
Special Expense Fee	20,299	20,833	(534)	20,299	20,833	(534)	250,000	(229,701)	(92%)
Accident Reports	20	29	(9)	20	29	(9)	350	(330)	(94%)
Child Safety Guard Program	885	750	135	885	750	135	9,000	(8,115)	(90%)
Traffic Fees	378	500	(122)	378	500	(122)	6,000	(5,622)	(94%)
City Judicial Fee	166	208	(42)	166	208	(42)	2,500	(2,334)	(93%)
City Arrest Fees	1,256	1,500	(244)	1,256	1,500	(244)	18,000	(16,744)	(93%)
10% Serv. Fee from T&A	-	1,915	(1,915)	-	1,915	(1,915)	22,985	(22,985)	(100%)
Time Payment Fee	-	2,542	(2,542)	-	2,542	(2,542)	30,500	(30,500)	(100%)
Planning and Zoning Fees	-	750	(750)	-	750	(750)	9,000	(9,000)	(100%)
Plan Review Fees	219	333	(114)	219	333	(114)	4,000	(3,781)	(95%)
Building Permits	1,904	3,250	(1,346)	1,904	3,250	(1,346)	39,000	(37,096)	(95%)
Liquor Licenses	-	667	(667)	-	667	(667)	8,000	(8,000)	(100%)
Contractor Registration Fee	900	1,083	(183)	900	1,083	(183)	13,000	(12,100)	(93%)
Certificates of Occupancy	1,200	700	500	1,200	700	500	8,400	(7,200)	(86%)
Clean & Show	40	23	17	40	23	17	275	(235)	(85%)
Dog Tag Revenue	20	25	(5)	20	25	(5)	300	(280)	(93%)
Penalties	159	42	117	159	42	117	500	(341)	100%
NSF Check Fees	-	6	(6)	-	6	(6)	70	(70)	(100%)
Ambulance Revenue	9,179	10,000	(821)	9,179	10,000	(821)	120,000	(110,821)	(92%)
Fire Inspections	2,720	625	2,095	2,720	625	2,095	7,500	(4,780)	(64%)
Park Rental Revenue	295	313	(18)	295	313	(18)	3,750	(3,455)	(92%)
Gas Royalty Revenue	-	83	(83)	-	83	(83)	1,000	(1,000)	(100%)
Copy Fees	90	42	48	90	42	48	500	(410)	(82%)
No Insurance Towing Fees	225	208	17	225	208	17	2,500	(2,275)	(91%)
Interest Income	932	515	417	932	515	417	6,180	(5,248)	(85%)
Grant Revenue	-	-	-	-	-	-	-	-	100%
Other Revenue	822	833	(11)	822	833	(11)	10,000	(9,178)	(92%)
Revenue Before Transfers In	\$ 238,246	\$ 347,458	\$ (109,212)	\$ 238,246	\$ 347,458	\$ (109,212)	\$ 4,169,490	\$ (3,931,244)	(94%)

**TOWN OF PANTEGO
GENERAL FUND
EXPENDITURE REPORT - OCTOBER 2016**

	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Expenditures:									
General & Administrative	\$ 61,205	\$ 46,366	\$ (14,839)	\$ 61,205	\$ 46,366	\$ (14,839)	\$ 556,389	\$ (495,184)	(89%)
IT Services	-	13,045	13,045	-	13,045	13,045	156,537	(156,537)	(100%)
Public Works	60,815	59,597	(1,218)	60,815	59,597	(1,218)	715,165	(654,350)	(91%)
Community Development	15,370	15,065	(305)	15,370	15,065	(305)	180,779	(165,409)	(91%)
Police	102,701	128,243	25,542	102,701	128,243	25,542	1,538,911	(1,436,210)	(93%)
Fire	98,985	107,731	8,747	98,985	107,731	8,747	1,292,777	(1,193,792)	(92%)
Municipal Court	26,769	32,778	6,008	26,769	32,778	6,008	393,331	(366,562)	(93%)
Community Relations Board	821	1,000	179	821	1,000	179	12,000	(11,179)	(93%)
Special Events	-	792	792	-	792	792	9,500	(9,500)	(100%)
Other	-	167	167	-	167	167	2,000	(2,000)	(100%)
Expenditures Before Transfers Out	\$ 366,666	\$ 404,782	\$ 38,117	\$ 366,666	\$ 404,782	\$ 38,117	\$ 4,857,389	\$ (4,490,724)	(92%)

**TOWN OF PANTEGO
WATER & SEWER OPERATING FUND
REVENUE REPORT - OCTOBER 2016**

Revenue	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Sale of Water	\$ 46,464	\$ 42,621	\$ 3,843	\$ 46,464	\$ 42,621	\$ 3,843	\$ 511,447	\$ (464,983)	(91%)
Water Tap Fees	785	25	760	785	25	760	300	485	162%
Sewer Service Charge Fee	33,224	35,225	(2,001)	33,224	35,225	(2,001)	422,704	(389,480)	(92%)
Sewer Tap Fees	-	21	(21)	-	21	(21)	250	(250)	(100%)
Groundwater Conservation Fee	1,879	1,870	9	1,879	1,870	9	22,443	(20,564)	(92%)
Groundwater Conservation Fee-Recovery	1,879	1,870	9	1,879	1,870	9	22,443	(20,564)	(92%)
Penalties	1,290	1,250	40	1,290	1,250	40	15,000	(13,710)	(91%)
Processing/Turn On Fees	-	83	(83)	-	83	(83)	1,000	(1,000)	(100%)
N.S.F. Check Fees	-	25	(25)	-	25	(25)	300	(300)	(100%)
Adm. Serv. Charge / Sewer Impact	1,060	583	477	1,060	583	477	7,000	(5,940)	(85%)
Interest Income	-	54	(54)	-	54	(54)	650	(650)	(100%)
Other Revenue	436	167	269	436	167	269	2,000	(1,564)	(78%)
Total Revenue Before Transfers In	\$ 87,017	\$ 83,795	\$ 3,222	\$ 87,017	\$ 83,795	\$ 3,222	\$ 1,005,537	\$ (918,520)	(91%)

**TOWN OF PANTEGO
SEWER CONSTRUCTION FUND
REVENUE REPORT - OCTOBER 2016**

Revenue	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Interest Income	\$ 63	\$ 19	\$ 44	\$ 63	\$ 19	\$ 44	\$ 225	\$ (162)	100%
Total Revenue Before Transfers In	\$ 63	\$ 19	\$ 44	\$ 63	\$ 19	\$ 44	\$ 225	\$ (162)	100%

**TOWN OF PANTEGO
WATER INFRASTRUCTURE IMPROVEMENTS FUND
REVENUE REPORT - OCTOBER 2016**

Revenue	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Infrastructure Improvement Fee	\$ 26,322	\$ 25,533	\$ 789	\$ 26,322	\$ 25,533	\$ 789	\$ 306,400	\$ (280,078)	(91%)
Penalties	332	83	248	332	83	248	1,000	(668)	100%
Interest Income	179	67	112	179	67	112	800	(621)	100%
Total Revenue Before Transfers In	\$ 26,833	\$ 25,683	\$ 1,149	\$ 26,833	\$ 25,683	\$ 1,149	\$ 308,200	\$ (281,367)	91%

**TOWN OF PANTEGO
WATER AND SEWER OPERATING FUND
EXPENSE REPORT - OCTOBER 2016**

Expenses	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Water	\$ 19,458	\$ 29,633	\$ 10,175	\$ 19,458	\$ 29,633	\$ 10,175	\$ 355,590	\$ (336,132)	(95%)
Sewer	23,461	29,448	5,987	23,461	29,448	5,987	353,380	(329,919)	(93%)
Total Expenses Before Transfers Out	\$ 42,919	\$ 59,081	\$ 16,162	\$ 42,919	\$ 59,081	\$ 16,162	\$ 708,970	\$ (666,051)	(94%)

**TOWN OF PANTEGO
SEWER CONSTRUCTION FUND
EXPENSE REPORT - OCTOBER 2016**

Expenses	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Capital Improvements	\$ 5,100	\$ 16,663	\$ (11,563)	\$ 5,100	\$ 16,663	\$ (11,563)	\$ 199,950	\$ (194,850)	(97%)
Total Revenue Before Transfers In	\$ 5,100	\$ 16,663	\$ (11,563)	\$ 5,100	\$ 16,663	\$ (11,563)	\$ 199,950	\$ (194,850)	(97%)

**TOWN OF PANTEGO
WATER INFRASTRUCTURE IMPROVEMENTS FUND
EXPENSE REPORT - OCTOBER 2016**

Expenses	CURRENT MONTH			YEAR-TO-DATE			BUDGET		
	Actual	Budget	Variance Favorable (Unfavorable)	Actual	Budget	Variance Favorable (Unfavorable)	Total	\$ Over/(Under)	% Over/(Under)
Infrastructure Improvements	\$ 4,203	\$ 16,333	\$ (12,131)	\$ 4,203	\$ 16,333	\$ (12,131)	\$ 196,000	\$ (191,797)	(98%)
Total Revenue Before Transfers In	\$ 4,203	\$ 16,333	\$ (12,131)	\$ 4,203	\$ 16,333	\$ (12,131)	\$ 196,000	\$ (191,797)	(98%)



PANTEGO PUBLIC SAFETY



MONTHLY ACTIVITY SUMMARY- October 2016

Personnel

A new Public Safety Dispatcher has been hired, which has raised dispatch staffing once again to a full level. A current Watauga Police Department sergeant has been selected to fill the existing vacant sergeant position. Ryan Carey will bring a responsible level of leadership to the department. Additional interviews are in progress for police officer.

Officer Shelli Godbold will fill one of the vacant officer positions and will be sworn-in on November 14th. She was recently congratulated by a friend at the Pantego Police Station.

Lieutenant Roy de Leon has been released to full duty and we are glad to have him back.

Officer Stephen Meinke is out on temporary injury leave pending further medical evaluation.



Officer Meinke and future PO.



Officer Godbold & friend

Operational Issues

Fire Department

No major issues.

Police Department

Officer Stephen Meinke was scheduled to attend firearms instructor school the week of November 7th was unable to due to medical issues. Ryan Carrey will be scheduled for a firearms instructor school in the near future.

Training

Police Department

Officer Stephen Meinke assisted the Dalworthington Gardens Police Department by instructing a Taser class for their officers. He received a letter of appreciation from their administration.

Fire Department

Medical training for the month was over the topic of Acute Interventions for the Chronic Care Patient.

Public Relations

The Fire Department was successful in collecting \$4,943.00 during the MDA Fill-the-Boot campaign.

The department continues to sell T-shirts supporting breast cancer awareness during the month of October. All proceeds will be presented to the Joan Katz Foundation.

The police and fire departments made an appearance at the Day with the Law in Dalworthington Gardens. The annual event provides an opportunity for citizens to visit with public safety.

Duff Elementary students paid a visit to the station earlier in October.



Respectfully submitted,

A handwritten signature in blue ink that reads "Thomas D. Griffith".

Thomas D. Griffith
Chief of Public Safety

PANTEGO POLICE DEPARTMENT OFFICER ACTIVITY REPORT

October, 2016

Citations/Traffic Stops

Officer	Citations	Traffic Stops	Citations YTD
Griffith	0	0	5
Reeves	0	1	22
Open Position			
Bruton	33	37	552
Hubbell	12	6	572
Meinke	108	77	926
Marquez	44	25	204
Guy	21	29	220
Godbold`	0	10	0
Kiser	68	79	426
Open Position			
Nance	2	4	2
Ex-Officers			1,123
TOTALS	288	258	4,066
<u>Vehicle Crashes</u>			
Crash Type	Quantity.		YTD
Minor	10		88
Major	4		36
Hit & Run	1		19
TOTALS	15		143
Crashes reported to State	5		68

Incident Activity

Officer		Total Calls	Dispatch	Self- Initiated	Arrests	Ytd/ arrests
400	Griffith	9	6	3	0	0
600	Reeves	15	10	5	2	7
610	Nance	23	13	10	0	0
620						
602	Bruton	124	37	87	2	57
603	Hubbell	45	15	30	1	86
604	Meinke	195	50	145	7	52

PANTEGO POLICE DEPARTMENT OFFICER ACTIVITY REPORT

605	Marquez	160	42	118	7	50
606	Guy	184	62	122	4	44
607	Godbold	31	10	21	0	0
608	Kiser	202	52	150	5	61
609						
710	Watson				6	47
711	Hopkins				2	27
Ex-Officers						138
Totals		988	297	691	36	525

Average 2:48
Response
Time

Respectfully,



Barry Reeves
Assistant Chief of Police

PANTEGO POLICE DEPARTMENT CRIMINAL INVESTIGATIONS REPORT



This report includes cases received in CID for the month of October, 2016 including cases filed with the District Attorney's office, active cases, and offenses cleared.

Offenses Received	Quan.	YTD
Assault	2	9
Assault Family Violence	1	9
Burglary/Building	1	10
Burglary/Coin-op	2	3
Burglary/Vehicle	3	15
Burglary/Residence		1
Manufacture and Delivery		0
Criminal Mischief	2	22
DWI	3	55
DWLI		1
Evading or Resisting Arrest/Detention		4
Failure to ID	1	7
Fraud		10
Graffiti		0
Poss. Controlled Subst.	1	22
Poss. Marijuana	2	46
Robbery		1
Theft	2	55
Theft of Motor Vehicle		5
Other	6	46
Total Received		316

Case Dispositions of Above Totals	Month	YTD
Cases Active	5	99
Cases Cleared	8	193
Cleared Cases Filed with DA	5	54
Cases Suspended-Pending Leads	4	16

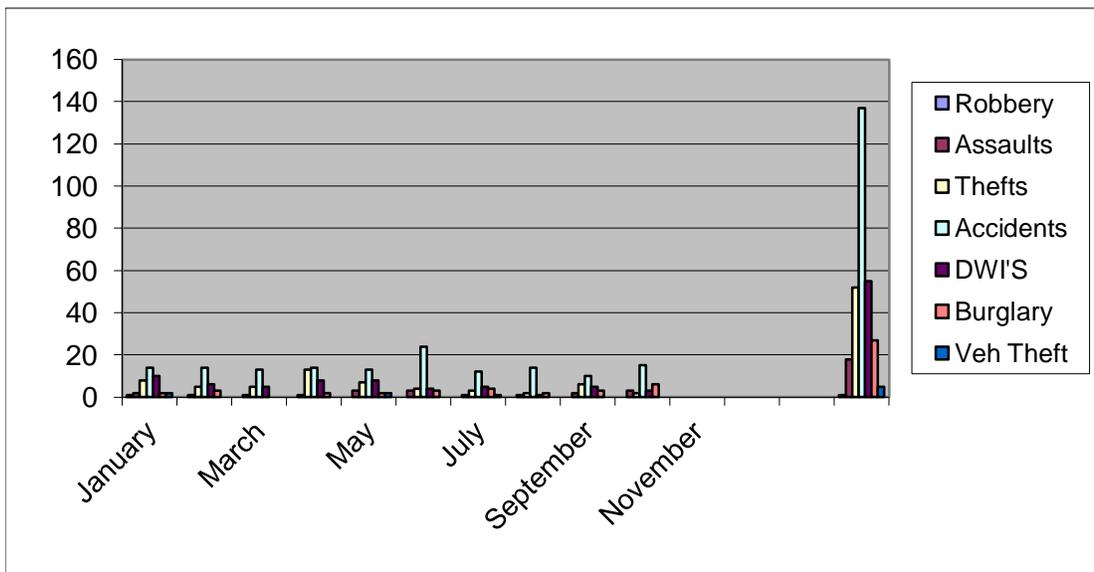
Cases Filed with DA from Previous Report Periods	42	114
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Respectfully submitted,

Detective S. Nance

2016 Crime Stat's

2016 Monthly	Robbery	Assaults	Thefts	Accidents	DWI'S	Burglary	Veh Theft
January	1	2	8	14	10	2	2
February	0	1	5	14	6	3	0
March	0	1	5	13	5	0	0
April	0	1	13	14	8	2	0
May	0	3	7	13	8	2	2
June	0	3	4	24	4	3	0
July	0	1	3	12	5	4	1
August	0	1	2	14	1	2	0
September	0	2	6	10	5	3	0
October	0	3	2	15	3	6	0
November							
December							
Totals	1	18	52	137	55	27	5



PANTEGO FIRE RESCUE							
MONTHLY ACTIVITY SUMMARY							
31-Oct-16							
FIRE RESPONSES		PANTEGO			AFD		
		MONTH	16 YTD	15 YTD	MONTH	16 YTD	15 YTD
TYPE OF INCIDENT							
Fire							
Structure			1	1	3	5	8
Outside						1	1
Natural Vegetation Fire				1			1
Vehicle			2	1		2	1
Trash				1		3	1
Cooking Fire, Contained to container							
Fire Other				1		3	3
Hazardous Condition							
Arcing - Shorted Electrical Equip.			2	2	1	4	3
Equip. Malfunction				2			1
Power Lines			5	3			9
Hazmat							
Hazardous Condition, Other			4	9		8	9
Heat From Short Circuit, Wiring		1	1				1
Overheated Motor			1			5	2
Gas/Fuel Spill							
Natural Gas Leak			1	4			3
Chemical Spill or Leak			1				
Carbon Monoxide							
Service Call			12	25		9	9
Water or Steam Leak		1	6	5	1	2	4
Assist Invalid		7	35	49	1	6	7
Unauthorized Burning						3	3
Rescue			3	1		1	2
Utilities						1	
Smoke Removal							
Person in Distress, Other		2	18	16	2	12	1
Service Call, Other		1	14	11		2	5
Lock Out		1	6	3		3	5
Animal Rescue				1			1
Ring or jewelry removal							
Asst. PD/ EMS		1	33	21		6	
Good Intent Call							
Good Intent Call Other		2	35	38	6	71	75
Dispatched & Cancelled En Route							17
Wrong Location							
No Incident Found On Arrival			2	5	2	14	4
Investigation							
Cancelled On Scene			1	1	10	91	126
Smoke scare, Odor of smoke			1	2			
Hazmat Invest, No Hazmat						1	
False Alarm & False Call							

Unintentional Transmission of Alarm		1	2		4	3	
Smoke Detector Activation - No Fire		4	6		4	2	
Bomb Scare - No Bomb		1					
System Malfunction		2	1			1	
False Alarm or False Call, Other	1	11	11	1	13	20	
CO Detector Activation, Malfunction		3				1	
Sprinkler Activation, no fire		1					
Special Incident Type							
Citizen Complaint						1	
Special Incident Type, Other		1					
Mutual Aid		4	1	1	1		
TOTAL FIRE INCIDENTS	17	212	225	28	275	370	
AVERAGE FIRE RESPONSE TIME - PANTEGO			3.1				

PANTEGO FIRE RESCUE							
MONTHLY ACTIVITY SUMMARY							
30-Sep-16							
							
FIRE TRAINING							
CLASS SUBJECT		HOURS	YTD				
			29				
TOTAL HOURS			29				
EMS TRAINING							
CLASS SUBJECT		HOURS	YTD				
Acute Interventions for the chronic care patient		4	44				
PUBLIC EDUCATION							
		MONTH	YTD	MONTH	YTD	MONTH	YTD
		ADULTS	YTD	CHILDREN	YTD		
Fire Extinguisher Class							
School Presentations		2	3	70	80	8	35
B-day parties							
Spray Downs							
Station Tours		1	3	3	7	9	14
Special Events		2	8	500	3430	800	2260
Home Inspections							
Public Safety Forums							
Knox Box Installed			5				
Fall Risk Assessment							
TOTAL CONTACTS							
BUSINESS INSPECTIONS							
		MONTH	YTD				
Initial		123	814				
Re-Inspections			1				
Plans Review Completed							
C.O Issued			36				



DALWORTHINGTON GARDENS DEPARTMENT OF PUBLIC SAFETY

2600 Roosevelt Drive DWG, Texas 76016

Date: September 7, 2016

To: Tom Griffith
Chief of Public Safety
Pantego, TX

Barry Reeves
Assistant Chief of Police
Pantego, TX

From: Greg Petty
Captain
DWG DPS

Dear Sirs;

I would like to commend Officer Stephen Meinke. Officer Meinke taught a Taser Recertification class at our department on October 5, 2016. Officer Meinke was professional, courteous, and knowledgeable of the subject matter. He did an outstanding job and is an asset to your department and the high standards you set.

Officer Meinke's willingness to go above and beyond to assist our department is greatly appreciated.

Respectfully,

Captain Greg Petty



PUBLIC WORKS REPORT

October 2016

ADMINISTRATIVE/PROJECTS/ENGINEERING

- Mercantile Bank has added (4) valves and a new Fire Hydrant to our system
- Leaking Fire Hydrant replaced and F/H Valve installed on Whispering Trail
- All street signs up for replacement this year have been re-evaluated for block numbers and ordered. Should be received in November.
- Town CLEANUP day on October 15th was successful, approximately 120 yds.
- Supported CRB with Halloween in the Park event
- Received bids for the Smith Barry Sewer Pipe- bursting Project

STREETS and DRAINAGE

- (15) Inspected and removed large amounts of debris from creek channel and flumes
- Various potholes filled to prevent sitting water on street
- Setup an on-site training with Flex-Krete for product training to repair concrete pot-holes.

TOWN FACILITIES

- Daily general policing of the Town Hall building and surrounding area
- Changed light bulbs at Town Hall and in Council Chambers
- (2) Cycles of mowing, edging, line-trimming and blowing

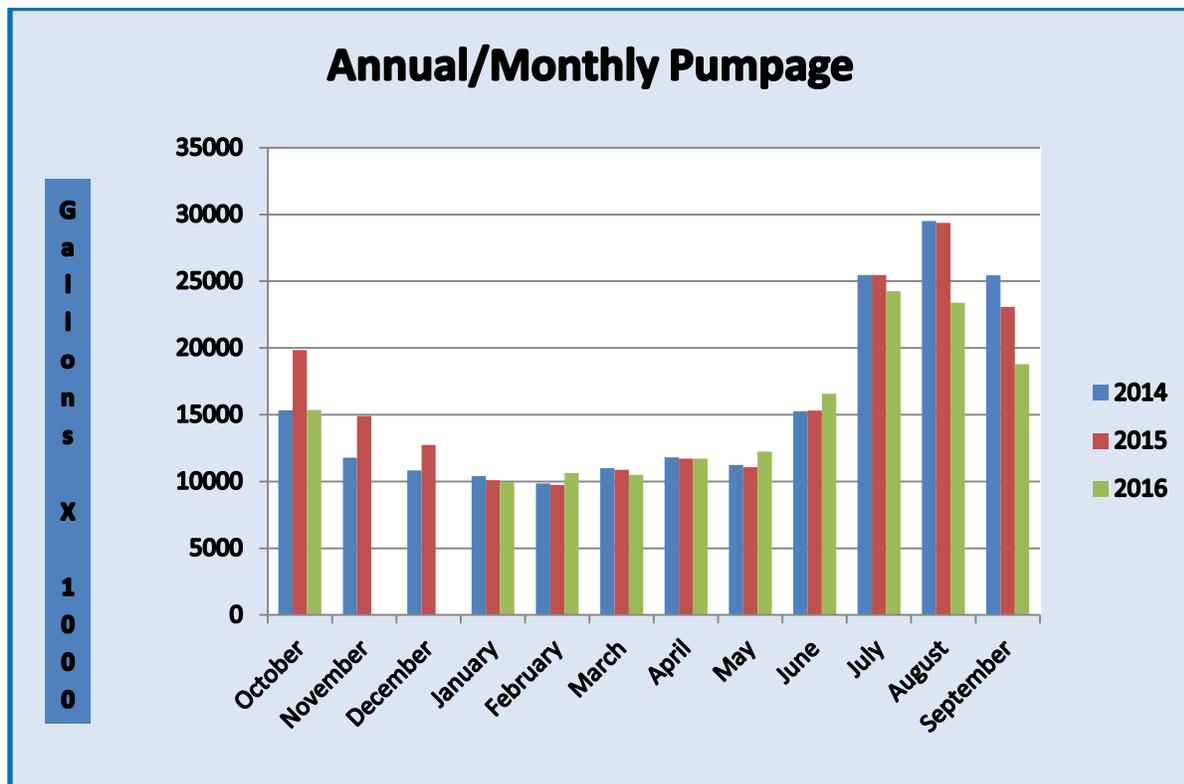


PARK OPERATIONS

- Daily cleaning at the restrooms
- Assisted with Halloween in the Park on Oct. 29th
- Had Little Giant Beekeepers remove a large honey bee hive in the park
- All sprinklers at park checked, various repairs made and on-going
- (2) Park mowed, edged, trimmed and blown off

UTILITY BILLING

October Billing for 1,207 Accounts \$119,794.42	October Past Due Balances \$9,233.22
October Billing for Garbage \$7,839.96	October Billing for Recycling \$2,071.26





WATER: WELLS AND DISTRIBUTION

- Total water production 15,347,000
- Average daily production 495,065 GPD
- (162) Residual samples taken – average chlorine residual (.38)
- (3) Total coliform / ecoli samples taken – all tests negative
- (1207) Meters read
- (36) Meter rereads
- (27) Dead end hydrants flushed
- (24) Work orders completed relating to water turn on and turn-off's, meter replacements, etc
- (2) Large areas marked and located water and wastewater lines for contractors
- (14) Cut off/non-payment notices were issued
- (2) Cut off performed due to non-payment
- Hydrant replaced at Bowen by Walmart is completed with splash-pad
- Hydrant replaced at Whispering Trail and Forest Glen and installed valve
- (48) Exercised Hydrants
- (2) Cycles - Well sites mowed, edged, trimmed and blown
- Repaired a chlorine line break at Nora well site



WASTEWATER

- (13) Cleaned the Lift Station bar screen and bagged the solids for the month
- (2) Cycles - Lift Station was mowed, edged, and blown
- 10,000 ft. of sewer main cleaned (pulled down)
- Cleared a large amount of grease out of the manhole entry pipe @ 2234 W. Park Row
- Ft. Worth began installation electrical of new vault and will soon install a new meter to better monitor the flow of our Lift Station.
- Received bids for the Smith Barry Sewer Replacement Project.

PUBLIC WORKS MAINTENANCE

- Checked fluids and topped off fluids and changed brakes on 2009-F350
- Serviced power equipment
- Started equipment and serviced as required
- Sinkholes filled due to storm sewer issues on Nora Dr and Country Club
- (3) Cycles – medians and ROW, mowed, edged, trimmed and blown

ANIMAL SERVICES

- (1) Trapped and released skunk
- (4) Dead squirrels disposed of
- (5) Sets of mosquito traps set
- (1) Stray dog captured, and adopted to Barry Reeves
- (2) Dogs reported astray, not found



ENVIRONMENTAL SERVICES

West Nile Testing

Dates	2600 Miller Lane	3613 Shady Valley	Roaming #1	Roaming #2
10/04	11	13	19 – 2 Gregory Ct	12 – 1709 Hilltop
10/11	19	50*	0 – 3201 Smithbarry	3 – 2800 Sarah Dr
10/18	13	34	1 – 2007 W. Pioneer	0 – 1614 S. Bowen
10/25	4	0	3 – 1909 Ivygreen	6 – 2716 Whispering

*(1) WNV positive mosquitoes trapped in Pantego. All negative for Saint Louis Encephalitis.

** Rain during traps

Mosquito Control Spraying

The Town was sprayed on the nights of October 7th, 18th and the 27th

EVENTS

- Town Cleanup Day on October 15th
- Halloween in the Park

ADDITIONAL ITEMS

Jesus Najera was hired to fill a vacant maintenance position.



PHOTOS:

Large honey-bee hive in the Central Park





Bee-keeper removing the large hive





Firehydrant Replacement on Whispering Trail & Forest Glen





Fire Hydrant Replacement on Whispering Trail & Forest Glen





Fire Hydrant Replacement on Whispering & Forest Glen (continued)





Stray Dog captured and eventually adopted out by Barry Reeves





Town Cleanup Day





COMMUNITY DEVELOPMENT REPORT – OCTOBER 2016

PLANNING AND ZONING

- No meeting needed in November

CONSTRUCTION AND DEVELOPMENT

- **1900 Melbourne Drive-** Construction on a new residential building; Final inspections should be completed in the next week or two.
- **2203 S Bowen Rd-** Commercial remodel on an existing building Luci's Chicken & Rice. All final inspections have passed.
- **2401 W Pioneer Pkwy Suite 161-** Commercial remodel on an existing building Reyes Ballroom 2. All final inspections have passed.
- **2401 W Park Row Dr-** Construction on a new commercial building; Mercantile/ Woodhaven Bank. Framing has started and is almost ready for inspection.

CERTIFICATES OF OCCUPANCY

- Tax Refunds Unlimited – 3216 W Park Row Dr Suite E2 – Tax Income Prep. – New Business
- Hairs 2 U Salon & Suites – 2400 W Pioneer Pkwy Suite 120 – Beauty Salon – Business Expansion
- RT Parks DBA Lonestar Team Sports – 2223 W Park Row Dr Suite D & E – Retail – New Business
- Dan Richards – 3600 Smith Barry Rd Suite 104 & 105 – Photography – New Business
- Donut Express – 3541 W Pioneer Pkwy – Donut Shop – New Owner
- O'Rielly Auto Parts – 2231 W Pioneer Pkwy – Auto Parts Retail – Name & Owner Change
- Shelton Enterprises, Inc. – 3609 Smith Barry Rd Suite 150 – Office – New Business
- Luci's Chicken N Rice – 2203 S Bowen Rd – Restaurant – New Business
- Kids Against Hunger– 2211 Duluth Dr Suite 106 – Non-Profit Corporation – New Business
- Be Exquisite Fashions – 2234 W Park Row Dr Suite D – Retail – New Business
- Noble Cremations – 2401 W Pioneer Pkwy Suite 115 – Cremation Services – Name & Owner Change

INSPECTIONS

	OCT TOTAL	YTD TOTAL
BUILDING INSPECTION	8	8
CERTIFICATE OF OCCUPANCY	10	10
CUSTOMER SERVICE INSPECTION	0	0
ELECTRICAL INSPECTION	8	8
MECHANICAL INSPECTION	3	3
PLUMBING INSPECTION	1	1
REINSPECTION	1	1
CODE ENFORCEMENT INSPECTIONS	3	3
TOTAL INSPECTIONS	34	34

CONSTRUCTION VALUES

	OCTOBER	2016-2017 YTD
NEW RESIDENTIAL CONSTRUCTION	\$0.00	\$0.00
EXISTING RESIDENTIAL REMODEL	\$20,493.00	\$20,493.00
NEW COMMERCIAL CONSTRUCTION	\$0.00	\$0.00
EXISTING COMMERCIAL REMODEL	\$58,300.00	\$58,300.00
TOTAL VALUE	\$78,793.00	\$78,793.00

FEES COLLECTED

	OCT TOTAL	OCT FEES	YTD TOTAL	YTD FEES	BUDGET	YTD DIFF.
CERTIFICATE OF OCCUPANCY	12	\$1,200.00	12	\$1,200.00	\$8,000.00	(\$6,800.00)
ZONING FEES	0	\$0.00	0	\$0.00	\$9,000.00	(\$9,000.00)
DEVELOPMENT FEE	0	\$0.00	0	\$0.00	\$0.00	\$0.00
PLAN REVIEW	2	\$219.40	2	\$219.40	\$4,000.00	(\$3,780.60)
BUILDING PERMIT	12	\$1,904.48	12	\$1,904.48	\$39,000.00	(\$37,095.52)
UTILITY RELEASE	1	\$40.00	1	\$40.00	\$375.00	(\$335.00)
CONTRACTOR REGISTRATION	10	\$900.00	10	\$900.00	\$13,000.00	(\$12,100.00)
LIQUOR PERMITS	0	\$0.00	0	\$0.00	\$8,000.00	(\$8,000.00)
TOTAL FEES		\$4,263.88		\$4,263.88	\$81,375.00	(\$77,111.12)



MUNICIPAL COURT



Municipal Court Collections / October 2016

On-Time Citations

Fines- \$23,441.44
Fees- \$13,588.00
Total- \$37,029.44

Warrants

Fines- \$26,718.91
Fees- \$ 9,781.45
Total- \$36,500.36

Court Security Fund- \$847.06
Court Technology Fund- \$1,146.90
Accident Reports- \$15.00
Collection Fees- \$1,914.53

Gross Total Revenue- \$ 73,529.80
Less State Fee's- \$ 23,369.45
Net Revenue- \$ 50,160.35

Presented by: Thressa Householder



TOTAL WARRANTS CLEARED-----	710 – 93	711 – 83
TOTAL VALUE-----	710 - \$30,626.53	711 - \$27,387.22
TOTAL AMOUNT COLLECTED-----	710 - \$6,439.00	711 - \$10,985.72
FUTURE REVENUE-----	710 - \$11,661.13	711 – \$6,778.50

EXTRA DUTIES/VACATION/OTHER FOR OCTOBER

Officer Hopkins out of the office total of 3 days Training, Vac, Sick, Etc
Officer Watson out 2 day Training/Holiday/Vacation/Sick
Both Officers out of office moving end of year files to storage ½ day

Arraignments - 3

Prisoner Transfers - 6

Prisoner Service calls - 4

Assist Patrol - 5

Additional warrants cleared – 210

Respectfully submitted,

Warrant Officer: Chad Watson 710

Warrant Officer: Robert Hopkins 711

PERIODIC FEE REPORT

Report for fees collected:

10/01/2016 - 10/31/2016

Street:

Fee	Citation	Violation	Amount	Posting Date	Docket
COLAGY COLLECTIONS FEE	136681	01	30.00	10/10/2016	136681 01
COLAGY COLLECTIONS FEE	136681	02	30.00	10/10/2016	136681 02
COLAGY COLLECTIONS FEE	136681F	01	30.00	10/10/2016	136681F01
COLAGY COLLECTIONS FEE	136681F	02	30.00	10/10/2016	136681F02
COLAGY COLLECTIONS FEE	400165	01	23.40	10/28/2016	400165 01
COLAGY COLLECTIONS FEE	400165	02	78.00	10/28/2016	400165 02
COLAGY COLLECTIONS FEE	400165	03	78.00	10/28/2016	400165 03
COLAGY COLLECTIONS FEE	400165	04	132.00	10/28/2016	400165 04
COLAGY COLLECTIONS FEE	400166	01	48.00	10/28/2016	400166 01
COLAGY COLLECTIONS FEE	E005453F	03	129.00	10/27/2016	E005453F03
COLAGY COLLECTIONS FEE	E008331	03	67.50	10/27/2016	E008331 03
COLAGY COLLECTIONS FEE	E008815	03	56.20	10/17/2016	E008815 03
COLAGY COLLECTIONS FEE	E010065	03	82.50	10/21/2016	E010065 03
COLAGY COLLECTIONS FEE	E010818V	02	81.00	10/10/2016	E010818V02
COLAGY COLLECTIONS FEE	E012243	01	16.50	10/10/2016	E012243 01
COLAGY COLLECTIONS FEE	E012243F	01	99.00	10/27/2016	E012243F01
COLAGY COLLECTIONS FEE	E012489	01	52.50	10/19/2016	E012489 01
COLAGY COLLECTIONS FEE	E012489	02	52.80	10/19/2016	E012489 02
COLAGY COLLECTIONS FEE	E013490	02	79.00	10/28/2016	E013490 02
COLAGY COLLECTIONS FEE	E013972	02	60.20	10/07/2016	E013972 02
COLAGY COLLECTIONS FEE	E015596	02	94.80	10/18/2016	E015596 02
COLAGY COLLECTIONS FEE	E017012	01	25.00	10/27/2016	E017012 01
COLAGY COLLECTIONS FEE	E017012F	01	83.10	10/27/2016	E017012F01
COLAGY COLLECTIONS FEE	E018063	01	86.13	10/10/2016	E018063 01
COLAGY COLLECTIONS FEE	E019282	01	84.63	10/07/2016	E019282 01
COLAGY COLLECTIONS FEE	E019282	02	98.27	10/07/2016	E019282 02
COLAGY COLLECTIONS FEE	E021007	01	126.10	10/20/2016	E021007 01
COLAGY COLLECTIONS FEE	E021007	02	60.90	10/20/2016	E021007 02

28	1,914.53	COLAGY COLLECTIONS FEE
TOTAL:	1,914.53	



North Central Texas Council of Governments
Regional Police Academy

Be it known that

Robert Hopkins

Has successfully completed

**Interacting with Drivers Who are Deaf or Hard of
Hearing (7887)**

*as prescribed by the academy and the
Texas Commission on Law Enforcement Officer*


Pamela Perry
Manager of Law Enforcement Training
and Regional Police Academy

Hour 4.00

October 13, 2016



AGENDA BACKGROUND

AGENDA ITEM: Approval of Bills Payable and Purchase Orders over \$5,000.

DATE: November 14, 2016

PRESENTER: Matthew Fielder, City Manager

BACKGROUND:

This agenda item includes a listing of bills payable over \$5,000. Included are copies of invoices for professional services and purchase orders over \$5,000, attached memo and invoice copies, if available.

FISCAL IMPACT:

Please review report for individual account number.

RECOMMENDATION:

Staff recommends the following motion:

Approval of the listing of bills payable and purchase orders over \$5,000 as submitted.

ATTACHMENTS:

Expenditure Summary and List of Purchase Orders over \$5,000 for November 14, 2016.

Purchase Orders and Bills Payable for 11/14/16

Bills Payable over \$5,000

AMOUNT

DESCRIPTION

Purchase Orders over \$5,000

AMOUNT

DESCRIPTION

Bills Payable Under \$5,000

Armando Gonzalez, Jr.	\$1,666.67	ROW Mowing -10/22
Tyler Technologies	\$2,635.15	Check Stock For Payables
Red The Uniform Tailor	\$1,058.00	Body Armor
Red The Uniform Tailor	\$1,109.92	Uniforms
Super Seer Corporation	\$1,670.80	Helmet Kit
Shady Valley Country Club	\$2,850.00	Christmas Party Venue
Tyler Technologies	\$1,322.52	11/1 - 10/31 AR Maintenance Agreement

Professional Services

AMOUNT

DESCRIPTION

Jim Jeffrey	\$2,423.39	October Attorney Fees
Craig Magnuson	\$1,300.00	October Prosecutor Services
Bill Lane, Attorney	\$1,837.50	October 2016 Court Services
Teresa Weaver Evans	\$1,300.00	October Magistration Services
Di Sciuillo-Terry Associates	\$442.50	9/1 to 10/31 Engineering Services

GENERAL BILLS

AMOUNT

DESCRIPTION

Duncan - Garbage	\$8,439.35	October Trash Removal
Duncan - Recycling	\$2,102.62	October Recycling Removal
Gexa Energy	\$20,958.26	Electricity Billing Through 10/11/16
Pantego Water Utilities	\$2,204.95	October Water Service
Voyager Fleet Systems	\$3,034.99	September Fuel Usage
Wells Fargo Financial Leasing	\$1,694.13	10/19 - 11/18 Copier Lease
Intermedix	\$1,123.90	September Ambulance Service
Denitech	\$2,176.96	7/24 -10/23 Copier Overage



V 11496 1st



Number 1309
Date 10/24/2016

Bill To
Town Of Pantego
1614 S. Bowen
Pantego, TX, 76013

w/o 1022

Description	Date	Amount
Mowed, Line Trimmed, Blow various sites per town specifications.	10/22/16	\$1,666.67

Split Accts# 100-5-135-464.00 \$335.00
 500-5-000-475.00 \$283.33
 200-5-201-360.00 \$883.31
 200-5-202-360.00 \$165.00
\$1,666.67

Collected 10/26/16

Make Checks To: Armando Gonzalez Jr.
7317 Ashcrest Ln.
Dallas, TX 75249
(214)251-2357

Total \$1,666.67

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 2023

INSTRUCTIONS TO VENDOR

1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
2. INVOICING. Send invoices to:
TOWN OF PANTEGO
Attn: Accounts Payable
1614 S. Bowen Road
PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
Entity I.D. #75-1291097

TO Tyler Technologies/
Incode Business Forms

SHIP
TO

DATE		ACCT#	DEPT.			
10-24-16		100-5-101-282.00	Finance			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE		PER	AMOUNT
ORDERED	RECEIVED					
		Blank Check Stock	2,035	15		2,035 15
					TOTAL	2,035 15

Karen Hollingsworth



APPROVED BY

Karen Hollingsworth

From: TYLER BUSINESS FORMS [donotreply@formsfulfillment.com]
Sent: Tuesday, October 25, 2016 10:28 AM
To: Karen Hollingsworth
Subject: ORDER ACKNOWLEDGMENT FOR PRODUCTION #: 6A-415752

Tyler Business Forms Order Acknowledgment

This is to acknowledge receipt of your order.

Order Date: 10/25/16

Production Number: 6A-415752

(Please refer to this number)

Bill To:

TOWN OF PANTEGO
1614 S. BOWEN ROAD

PANTEGO TX 76013

Ship To:

TOWN OF PANTEGO
1614 S. BOWEN ROAD
PANTEGO TX 76013.
KAREN HOLLINGSWORTH

Item	Description	Quantity	Price	U/M	Extension
I.SCCG3	BTM CK W/SCREEND STUBS	25000	100.93	M	2,523.25
3DWDFC	BTM CK HI SEC 2UP SHELL	25000			
PROOF	PROOF REQUIRED	1		U	
	IMP CK				
	PHANTOM LOGO				
	2 SIGN LINES				
	Subtotal				<hr/> 2,523.25
	Tax Rate 7.38 %				
	Shipping				111.90
	Misc Disc				
	Misc Disc				.00
	Prepayment				
	Total Due				<hr/> 2,635.15



Date Entered: 10/25/16
Acct Code: 03249
Schedule Date: 11/10/16
Your Order No: 102516

Thank You!

This is your order acknowledgement. We are planning to ship your order by the above Schedule Date.

We appreciate your business!

Tyler Business Forms
P O Box 681
www.Tylerbusinessforms.Com
Tarrytown Ny 10591
Phone Number: 877-749-2090
FAX NUMBER: 800-261-1499

X5DG

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 2027

INSTRUCTIONS TO VENDOR

1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
2. INVOICING. Send invoices to:
TOWN OF PANTEGO
Attn: Accounts Payable
1614 S. Bowen Road
PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
Entity I.D. #75-1291097

TO Red Uniform Tailor
475 Oberlin Ave South
Lakewood, MS 38701

SHIP
TO

DATE		ACCT #	DEPT.			
10/31/16		100-5140-329-00	PD			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE	PER	AMOUNT	
ORDERED	RECEIVED					
		Point Blank Body Armor			1.058	⁰²
					TOTAL	1.058 ⁰²

[Signature]
[Signature]
APPROVED BY



THE UNIFORM TAILOR

- Lakewood, NJ Corp Headquarters
- Florida
- Georgia
- Hawaii
- Texas
- Wisconsin

INVOICE
Page:1

Invoice Date 10-21-2016
Invoice# 00G24561

Remit To:
475 Oberlin Avenue South
Lakewood, NJ 08701-6904
800-272-7337 Fax 800-701-5021



BILL TO:
PANTEGO POLICE DEPARTMENT
2600 MILLER LANE
PANTEGO, TX 76013
ACCOUNTS PAYABLE

SHIP TO:
PANTEGO POLICE DEPARTMENT
2600 MILLER LANE
PANTEGO, TX 76013

100-5-140-32900

Account#	Purchase Order#	Release#	Department	Ship Via	Scode	Terms
PANTPD				UPS	65	NET 30

Style#	Description	Qty	U/M	Price	Amount
--------	-------------	-----	-----	-------	--------

Officer: CHIEF GRIFFITH		Order:00G24561			
POIN-TXVAB3A	BODY ARMOR VEST AXBIIIA ALPHA BLACK	1	EA	1,058.00	1,058.00
** USE POIN-TXVAB32 POIN-TXTHOR **					
BLACK					
46S1/46S1					
4" STRAPS, TAILS, SOFT TRAMA					
CHIEF GRIFFITH					

Total 1,058.00

2-20

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 2026

INSTRUCTIONS TO VENDOR

1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
2. INVOICING. Send invoices to:
TOWN OF PANTEGO
Attn: Accounts Payable
1614 S. Bowen Road
PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
Entity I.D. #75-1291097

TO Red the Uniform Tailor
475 Oberlin Ave. South
Lake Wood, NJ 08701

SHIP
TO

DATE		ACCT #	DEPT.			
11/1/14		100-5-140-32900	PD			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE	PER	AMOUNT	
ORDERED	RECEIVED					
		Goldbold uniforms			1,109	92
		Meinle Jacket.				
		Nance Jacket				
					TOTAL	1,109 92

[Handwritten Signature]
[Handwritten Signature]

APPROVED BY



THE UNIFORM TAILOR

- Lakewood, NJ Corp Headquarters
- Florida
- Georgia
- Hawaii
- Texas
- Wisconsin

INVOICE
Page: 1

Invoice Date 10-26-2016
Invoice# 00G27126

Remit To:
475 Oberlin Avenue South
Lakewood, NJ 08701-6904
800-272-7337 Fax 800-701-5021

V 10091

BILL TO:
PANTEGO POLICE DEPARTMENT
2600 MILLER LANE
PANTEGO, TX 76013
ACCOUNTS PAYABLE

SHIP TO:
PANTEGO POLICE DEPARTMENT
2600 MILLER LANE
PANTEGO, TX 76013



1005140-329-00

Account#	Purchase Order#	Release#	Department	Ship Via	Scode	Terms
PANTPD				UPS	65	NET 30
Style#	Description	Qty	U/M	Price	Amount	
BLAU-8670W	LS SUPER SHIRT WMS 8.5 OZ. 100% POLYESTER PLAIN WEAVE BL-4-DK NAVY 40xREG	1		54.99	54.99	
BLAU-8675W	SS SUPER SHIRT WMS 8.5 OZ. 100% POLYESTER PLAIN WEAVE BL-4-DK NAVY 40xREG	1		49.99	49.99	
BLAU-8650W	TROUSER-WOMENS' GABARDINE CREASE RETENTION 4 PKTS (STATE COLOR) BL-4-DK NAVY 6xREG	2		44.99	89.98	
BLAU-9970	SUPERSHELL JACKET WITH GORETEX BL-4-DK NAVY 2XLxREG	1		319.99	319.99	
BLAU-4660	SOFTSHELL FLEECE LINER FOR 9820 JACKET BL-4-DK NAVY 2XLxREG	1		119.99	119.99	
BLAU-9970V	JACKET-HI-VIS FLUORESCENT BODY AND GORTEX SHELL ONLY BL-52-DKNAVYEL LxREG	1	EA	344.99	344.99	
BLAU-4670	COLOR BLOCK ACTIVE DUTY JACKET BL-53-BLK/F YEL LxREG	1		129.99	129.99	



INVOICE Invoice Date Invoice#
 Page:2 10-26-2016 00G27126

THE UNIFORM TAILOR

- Lakewood, NJ Corp Headquarters
- Florida
- Georgia
- Hawaii
- Texas
- Wisconsin

Remit To:
 475 Oberlin Avenue South
 Lakewood, NJ 08701-6904
 800-272-7337 Fax 800-701-5021

BILL TO:
 PANTEGO POLICE DEPARTMENT
 2600 MILLER LANE
 PANTEGO, TX 76013
 ACCOUNTS PAYABLE

SHIP TO:
 PANTEGO POLICE DEPARTMENT
 2600 MILLER LANE
 PANTEGO, TX 76013

100-5-140-329-00

Account#	Purchase Order#	Release#	Department	Ship Via	Scode	Terms
PANTPD				UPS	65	NET 30

Style#	Description	Qty	U/M	Price	Amount
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*** BACKORDERED ***

Style#	Description	Bord Qty	U/M
BLAU-8675W	SS SUPER SHIRT WMS 2.5 OZ. 100% POLYESTER PLAIN WEAVE BL-4-DK NAVY 40xREG	3	
BLAU-8650W	TROUSER-WOMENS' GABARDINE CREASE RETENTION 4 PKTS (STATE COLOR) BL-4-DK NAVY 6xREG	1	

Total 1,109.92

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 2025

INSTRUCTIONS TO VENDOR

1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
2. INVOICING. Send invoices to:
TOWN OF PANTEGO
Attn: Accounts Payable
1614 S. Bowen Road
PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
Entity I.D. #75-1291097



TO Super Seer Corp.
P.O. Box 700
Evergreen Colorado 80437

SHIP
TO

DATE		ACCT #	DEPT.			
9/30/16		100-5-140-246-00	PD			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE	PER	AMOUNT	
ORDERED	RECEIVED					
		Set Com Helmet Kit w/ Cables			1,670	80
					TOTAL	1,670 ⁸⁰

[Handwritten signature]

APPROVED BY



MANUFACTURERS OF PRODUCTS FOR THE RECREATION AND LAW ENFORCEMENT INDUSTRY
 P.O. BOX 700 • EVERGREEN, COLO. 80137-0710 • PHONE (303) 674-6663 • FAX (303) 674-8540
 www.superseer.com

PAGE NO. 1	INVOICE NO. 61466	APPLY TO	INVOICE DATE 10/13/2016	CUST. NO. AE901
INVOICE			56326 WORK ORDER NO.	0 I/O

**S
O
L
D**
 PANTEGO POLICE DEPARTMENT
 ATTN: OFFICER STEPHEN MEINKE
 2600 MILLER LANE
 PANTEGO, TX 76013

**S
H
I
P
T
O**
 PANTEGO POLICE DEPARTMENT
 ATTN: OFFICER STEPHEN MEINKE
 2600 MILLER LANE
 PANTEGO, TX 76013



DATE SHIPPED 10/13/2016	PURCHASE ORDER NO. VERBAL	SHIP VIA FED EX GROUND	F.O.B. EVERGREEN, CO.	TERMS NET 30 DAYS
----------------------------	------------------------------	---------------------------	--------------------------	----------------------

BUYER OECR MEINKE	DATE REQUESTED 9/30/2016	LOCATION 00006	SALESPERSON IN HOUSE	TERRITORY KJS - 2
----------------------	-----------------------------	-------------------	-------------------------	----------------------

ITEM NO. BIN LOCATION NO.	CS	DESCRIPTION	QUANTITY ORDERED	QUANTITY BACK ORD.	QUANTITY SHIPPED	UNIT PRICE	EXTENSION
*1			1		1		
S1602V-36-462 M		VEHICULAR HELMET, VENTED - MEDIUM WHITE W/BLACK LOW TRIM ADJUSTABLE AIR INTAKE VENTS WITH AIR CHANNELED INTERIOR	1		1	359.00	359.00
S-9090 S		'02 "Y" HARNESS W/ DOUBLE PTD SNAPS & VELCRO FOR SETCOM "S" HELMET KITS	1		1		
.6 M 1/4		COMFORTMAX INTERIOR IN 1/4" THICKNES FOR MEDIUM SIZE HELMETS	1		1		
S-1142-2		VISOR, BLACK, W/ SILVER RANK BAND	1		1		
S-7007		NAPE STRAP & SLEEVE, SEWN IN FACTORY INSTALLED	1		1		
S-7105-M		QUICK-RELEASE BUCKLE - MICRO METRIC STAINLESS STEEL ADJUSTABLE	1		1		
A KA-21S		SETCOM WIRE COMMUNICATION ACCESSORI FOR MOTOROLA APX MOBILE ONLY RADIO SE	1		1	266.00	266.00
A 25-0733		SETCOM HELMET KIT DUAL SPEAKERS W/ SLIP-IN ADAPTER PADDLE #KA-21S	2		2	90.00	180.00
A MCH-63MU		SETCOM, EXTENSION CABLE - COIL CORD	2		2	598.00	1,196.00
		SETCOM MOTORCYCLE CABLE KIT, #MCH-63M W/ HANDLEBAR PTT SWITCH H-D. MOBILE	2		2		
		TOTAL HELMETS THIS ORDER - 1				1,670	80
		SHIP ALERTS: SMEINKE@TOWNOFPANTEGO.COM					

SUBTOTAL 2,001.00	Freight 28.80	INVOICE NO. 61466	2,029.80
<small>PLEASE PAY FROM THIS INVOICE. NO STATEMENT WILL BE RENDERED. ALL CLAIMS MUST BE MADE WITHIN 15 DAYS OF RECEIPT OF MERCHANDISE & MUST BE REFERENCED TO OUR INVOICE NUMBER. INTEREST AT THE RATE OF 1 1/2% PER MONTH, EQUIVALENT TO 18% ANNUAL PERCENTAGE RATE (APR) ON UNPAID BALANCE. THANK YOU FOR YOUR ORDER!</small>		PLEASE REMIT THIS AMOUNT	



G/A MEMO

To: Matt Fielder, City Manager
From: Julie Arrington, City Secretary
Date: November 8, 2016
Re: Town of Pantego Christmas Party

The Town of Pantego has a contract with Shady Valley Management Corp, d.b.a. Shady Valley Country Club, to provide a venue and catering for the annual Town of Pantego Christmas Party. Per the contract authorized and signed on November 1, 2016, payment of the full balance of the estimated cost is required no later than December 1, 2015. The total remaining balance is \$2,850.00.00 and was budgeted in the FY 2016-17 Special Events Budget.

Enclosed: Purchase Order
Shady Valley Country Club Contract

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 2032

INSTRUCTIONS TO VENDOR

1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
2. INVOICING. Send invoices in duplicate to:
TOWN OF PANTEGO
PURCHASING DEPARTMENT
CITY HALL
PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
Entity I.D. #75-1291097

TO Shady Valley Country Club
4001 W. Park Row
Arlington TX 76013

SHIP TO Shady Valley Country Club
4001 W. Park Row
Arlington TX 76013

DATE		ACCT #	DEPT.			
11-08-16		100.5-180-770.00	Gen. Ed.			
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE		PER	AMOUNT
ORDERED	RECEIVED					
1	1	Shady Valley Christmas Venue	2,850	00	1	2,850.00
** Budgeted **						
					TOTAL	2,850.00


APPROVED BY

PRIVATE EVENT AGREEMENT

CC COPY

FUNCTION: Town of Pantego Holiday Party

DATE OF FUNCTION: December 09, 2016

ROOM	TIME IN	TIME OUT	ROOM FEE
Tavern59	12/09/2016 06:30 pm	12/09/2016 10:30 pm	\$1,500.00
Tavern59 Bar	12/09/2016 06:30 pm	12/09/2016 10:30 pm	\$0.00
Treetop	12/09/2016 06:30 pm	12/09/2016 10:30 pm	\$500.00
Wilmon	12/09/2016 06:30 pm	12/09/2016 10:30 pm	\$0.00

ESTIMATED ATTENDEES: 130 FOOD AND BEVERAGE MINIMUM: \$3,500.00

ESTIMATED COST: \$6,200.00 NONREFUNDABLE DEPOSIT: \$500.00

MEMBER CLIENT: Julie Arrington

PHONE: (817) 617-3701

EMAIL: jarrington@townofpantego.com

This Agreement is not binding upon the Club unless it is signed by both parties and any deposit paid by: 09/30/2016

This Private Event Agreement (this "Agreement") is between Shady Valley Management Corp. dba Shady Valley CC ("Club"), located at 4001 WEST PARK ROW, ARLINGTON, TX, 76013-2940 and Julie Arrington ("Member/Client").

Member/Client has requested that Club reserve a portion of Club's facilities for an event, party, banquet, or function (the "Function"). Member/Client has selected the arrangement summarized above, which will be more specifically described on Exhibit "A" to be attached hereto (the "Banquet Event Order"). Member/Client understands and agrees that the following are express terms and conditions applicable to the Function:

1. **Payment Schedule.** At the time of execution of this Agreement by both parties, Member/Client shall pay to Club a nonrefundable deposit of \$500.00 to secure the Function. This nonrefundable deposit will be applied to the total cost of the Function. No later than 10/10/2016 (or, if blank, 60 days) prior to the Function, Member/Client will pay an additional deposit equal to 50% of the estimated cost for the Function set forth above (the "Estimated Cost"). The remaining 50%, less the nonrefundable deposit, is due no later than 11/29/2016 prior to the Function. In the event of an overpayment, the Club shall issue a refund check to Member/Client for the difference within 20 days after the Function. Any outstanding amounts and any additional charges incurred with respect to the Function will be charged to Member/Client's authorized **credit card**. If any payment is not made when due, the Club may, at its option, deem the Function canceled, in which case cancellation charges will apply.

2. **Cancellation Policy.** In the event Member/Client cancels the Function for any reason, Club will be entitled to a cancellation fee as liquidated damages (plus service charges and applicable taxes) at the time of cancellation as follows:

More than 121 days prior to the Function - 40% of the Estimated Cost

Initial: NDP

120 days to 90 days prior to the Function	-	50% of the Estimated Cost
89 days to 45 days prior to the Function	-	75% of the Estimated Cost
Less than 45 days prior to the Function	-	90% of the Estimated Cost

Given the Club's capacity to prepare and serve food and beverages, the parties acknowledge that it is highly unlikely that the Club would be able to mitigate any losses caused by cancellation of the Function. The parties agree that prospectively calculating the damages that Club would suffer as a result of the cancellation of the Function would be exceptionally difficult or impossible. For this reason, the parties have agreed that the calculations set forth above are a reasonable forecast of just compensation in the event of the cancellation of the Function. The amounts due for cancellation set forth herein are intended as liquidated damages and not as a penalty.

3. **Guest Guarantee.** No later than seven (7) days prior to the Function, Member/Client will confirm the number of guests attending the Function. In the event Club is not notified of the guest confirmation at least seven (7) days in advance, Club will use the estimated number of attendees set forth above as the guaranteed number. Club reserves the right to adjust or substitute the space allocated to the Function to appropriately accommodate the number of confirmed guests. If there is a food and beverage minimum set forth above, the Member/Client will be charged the food and beverage minimum or the actual food and beverage charges, whichever is greater. Subject to any food and beverage minimum set forth above, the Member/Client will be charged for the guaranteed number or the actual number of attendees, whichever is greater.

4. **Service Charge/Taxes/Banquet Event Order Pricing.** The prices listed on the BEO (Banquet Event Order), when attached hereto, are subject to proportionate increases to meet increased cost of supplies for Functions reserved more than 120 days in advance, but any such increase shall not exceed 10%. Prices can be set 90 days in advance of the Function. All food and beverage purchases are subject to an automatic 20% Service Charge, a portion of which may be distributed by the Club to certain food beverage service employees. The Service Charge is not a tip or gratuity. Applicable taxes and fees, in addition to the service charge, will be added to all amounts due under this Agreement, including without limitation cancellation fees as liquidated damages. Once the BEO has been finalized, it shall be signed and attached hereto no later than seven (7) days prior to the Function. Exemptions from sales tax will be honored when a valid tax exemption certificate or other required document is presented no later than seven (7) days prior to the event. After that time, any tax refunds claims must be made directly with the tax jurisdiction.

5. **Member/Client and Guest Conduct/Contractors.** Member/Client is responsible for conduct of Member/Client's guests, attendees, and permitted contractors and will promptly pay for all damages incurred by the Club due to their actions or omissions. No food or beverage of any kind can be brought into or removed from the Club by Member/Client or Member/Client's guests or attendees. Member/Clients that wish to use a third party contractor(s) to provide a specific service, not available through the Club, agree to use a contractor(s) that meets the insurance requirements established by the Club. The Club reserves the right to approve all contractors, such approval not to be unreasonably withheld, and all contractors must provide appropriate proof of adequate insurance. Member/Client's contracts with its contractors will all specify that such contractor and the

Initial: MDP

Member/Client will indemnify and hold the Club and its affiliates harmless from any and all damages or liabilities which may arise by such contractor or through its use. Damage to the Club premises by the Member/Client or contractors hired by Member/Client will be the Member/Client's sole responsibility. The Function is subject to the rules and regulations and Membership Bylaws of the Club.

6. **Security.** Club is not responsible for security or any damage to or the loss of any personal property or articles brought into the Club, or for any item left unattended, or for loss or damage which occurs in Club's parking areas. Member/Client will accept full responsibility for any damages resulting from any action or omission of their individual attendees in conjunction with organized group activities. The Club is not responsible for any loss or damage no matter how caused, to any samples, displays, properties, or personal effects brought into the Club, and/or for the loss of equipment, exhibits, or other materials left in meeting rooms.

7. **Alcohol Consumption.** Member/Client covenants to be responsible for the consumption of alcoholic beverages by Member/Client's guests and attendees at the Function. Club does not serve alcoholic beverages to minors as required by state law, and Member/Client assumes the duty to ensure observance of this state statute. In the event Member/Client has reason to believe a guest or attendee has become impaired to the extent they should not drive, Member/Client will prevent the person from leaving the Function without assistance. Member/Client acknowledges Club may refuse service to any guest or attendee or, at its discretion, discontinue service to all guests and attendees. Any such discontinuation of service shall not relieve Member/Client of any obligations or any amounts owed pursuant to this Agreement. Provided that this paragraph does not relieve Club and its bartenders of any obligations under Texas Law regarding the serving of alcoholic beverages.

8. **Americans with Disabilities Act.** Both the Member/Client and the Club shall be responsible for compliance with the public accommodation requirements of the Americans with Disabilities Act ("ADA"). The Club agrees that it will comply with Title III of the ADA and the regulations promulgated thereunder. Club shall provide, to the extent required by the ADA, such auxiliary aids and/or services as may reasonably be requested by Member/Client, provided that Member/Client gives reasonable advanced written notice to Club of such needs. Member/Client shall be responsible for the cost of any auxiliary aids and/or services (including engagement of and payment to specialized service providers, such as sign language interpreters) other than those types and quantities typically maintained by the Club.

9. **Payments.** Member/Client shall remain liable for all amounts owed to Club and shall have no right to obtain a refund of any deposits paid to the Club. Interest will accrue on any unpaid balance or deposit paid late at the lesser of (i) the rate of 1.5% per month (18% per annum) or (ii) the highest rate permitted under applicable law. Additionally, should the Club, in its sole discretion, deem collection action necessary, whether prior to, during, or subsequent to litigation, the entire cost of collection, including reasonable attorneys' fees, costs, and expenses shall be paid by Member/Client.

10. **Limitation of Liability.** In no event will the Club be liable for consequential, incidental, or punitive damages of any nature for any reason, including without limitation lost profits or goodwill, even if Club has been advised of their possible existence. Furthermore, in the event the Club shall have any liability to Member/Client (whether under this Agreement or otherwise), the amount of such liability shall not exceed 50% of the amount paid

Initial: MQI

to Club pursuant to this Agreement.

11. **Miscellaneous.** In case any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. Neither Club nor Member/Client shall be required to perform any term, condition, or covenant in this Agreement so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, war, terrorist act, strikes, lockouts, material or labor restrictions, damage to or destruction of Club facilities, or prohibitions by any governmental authority. In the event that the Function is cancelled as the result of a force majeure event, all deposits shall be returned to Member/Client, less actual costs incurred by Club in anticipation of the Function. In no event shall Club be liable for the failure of or interruption of utilities. ~~If, for any reason, the space reserved hereunder is not available for the Function, the Club may reschedule the event for another mutually agreeable date.) substitute other space and the Member/Client agrees to accept such substitutions.~~ This Agreement and attachments embody the entire agreement and understanding of the parties relating to the subject matter hereof, is nonassignable, may not be amended except in writing signed by both parties, and supersedes any prior representations, agreements, and understandings, oral or written, if any, relating to such subject matter. All notices, including a cancellation notice, must be in writing. Text messages, instant messages, messages on social media sites, and similar messages are not "in writing" for purposes of this Agreement. This Agreement shall be deemed drafted by all parties and shall be interpreted in accordance with the plain meaning of its terms and not strictly for or against any of the parties hereto. This Agreement may be executed by facsimile or other electronic means, and each facsimile or other electronic signature shall be deemed to constitute a valid and binding signature of the executing party.

12. **Governing Law and Place for Suit.** This Agreement will be deemed to be a contract under the laws of the State in which Club is located and for all purposes will be governed by and construed in accordance with such laws. Member/Client irrevocably agrees that any legal action or proceeding brought by or against Club with respect to this Agreement will be brought in the courts of the State in which Club is located or in the U.S. District Court for that State. Member/Client consents to the jurisdiction of such courts and that the venue for any such action will be the county in which Club is located. **TO THE FULLEST EXTENT PERMITTED BY LAW, EACH PARTY HEREBY KNOWINGLY, VOLUNTARILY, AND INTENTIONALLY WAIVES ANY RIGHT THAT IT MAY HAVE TO A TRIAL BY JURY IN ANY LITIGATION ARISING OUT OF, BASED UPON, OR IN ANY WAY RELATING TO THIS AGREEMENT OR THE SUBJECT MATTER HEREOF.**

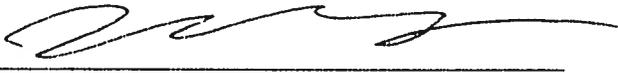
Initial: MD Y

The undersigned has read and agrees to the terms and conditions stated above, certifies that he or she is an authorized representative of Member/Client and has the authority to bind Member/Client to this Agreement, and acknowledges receipt of a copy of this Agreement.

Member/Client:

Matthew Fielder

Printed Name



Signature

1614 S. Bowen Road

Address

Panthers TX 76013

Address

Date: 10-27-16

Club:

Shady Valley

By: 

Private Events Director or General Manager

Date: 11-1-16

Initial: MF

Credit Card Authorization

I hereby certify that I am an authorized representative of Member/Client, that I am an authorized signor on the credit card listed below, that I have the authority to authorize charges to the credit card, and that the address above is the billing address for the credit card. By signing below, I irrevocably authorize all deposits, payments, and outstanding amounts and/or charges owed to the Club as of the date of the Function or cancellation of the Function to be charged to the following credit card:

Master Card

Visa

American Express

Credit Card Number: 4873 [REDACTED] Code: [REDACTED] Expiration Date: 07/20
(Last 3 digits)

Cardholder Name: Julie Harrington

Authorized Signature: [Signature] Date: 10-28-16

Banquet Event Order
SHADY VALLEY COUNTRY CLUB
Event: Town of Pantego Holiday Party

EVENT DATE:	Fri. December 09, 2016	EST PEOPLE:	130 - 200
START TIME:	06:30pm	GUARANTEE:	0
END TIME:	10:30pm	F & B MINIMUM:	\$3,500.00
EVENT TYPE:	Reception Social	TAX EXEMPT:	Yes
CLUB CONTACT:	Kristen Spruill	BILL TO:	X9031

	Name	Phone	Email	Address
Customer	Julie Arrington	(817) 617-3701	jarrington@townofpantego.com	--

FACILITIES

FUNCTION TYPE: Main Event	TIME IN: 06:30pm	TIME OUT: 10:30pm	
			Subtotal
ROOM: Tavern59			\$1,500.00
SETUP:			
ROOM: Tavern59 Bar			\$0.00
SETUP:			
ROOM: Treetop			\$500.00
SETUP:			
ROOM: Wilemon			\$0.00
SETUP:			

INSTRUCTIONS

- Tree Top:
 - for Kids under 10 years old
 - White table cloths Rolled silverware
 - Have a Regular Dinning chair, infront of trees upstairs for Santa
 - Please have DVD & TV set up for movies
 - Have Xmas Music playing softly
 - Have long table set up for buffet
 - There will be babysitters upstairs to watch the kids
 - Santa from 7-8pm.
 - Have food stay out longer so that all the kids have food to eat. Please try to keep the food hot. If you need to split the batch of tenders and put a second batch out at 8:30 then please do that.

Downstairs:

3 Presents table for mayor st up in wilemon in the nook area with podium in front. leave open space for pictures and guest to walk up to receive awards.

Initial: nbF

Sign in table in lobby (please do not drag tables across lobby floor. Please find a buddy to help you pick the table up. Thank you!)

Mix of rounds and large Square

White table cloths, red and green napkins, but keep same color at each table.

Host bringing dessert, set up in nook in Tavern. we will need to check on the desserts and refill when it gets low. She may need to use our platters or serving dishes. please get with Julie (host) to see what platters or dishes we have that will work best with whatever dessert she brings.

Apps ready at 6 upon guests arrival. Dinner served at 7:30

*** END OF FACILITIES SECTION ***

MENU

FUNCTION TYPE: Main Event

TIME IN: 06:30pm

TIME OUT: 10:30pm

INDIVIDUAL MENU ITEMS

1	Food & Beverage Minimum \$3,500++	\$3,500.00
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*** END OF MENU SECTION ***

All F&B subject to service charge and sales tax. See signature page for details.

The prices listed on this BEO are subject to proportionate increases to meet cost of supplies for functions reserved more than 120 days in advance, but such increases shall not exceed 10%. Prices can be set 90 days before the function. All food and beverage purchases are subject to an automatic 20% service charge, a portion of which may be distributed by the Club to certain food & beverage service employees. The service charge is not a tip or a gratuity. In addition, applicable sales tax will be added to the final bill. The BEO must be finalized and signed no later than seven (7) days prior to the function. Exemptions from sales tax will be honored when a valid tax exemption certificate or other required document is presented no later than seven (7) days prior to the function. After that time, any tax refund claims must be made directly with the tax jurisdiction.

CUSTOMER SIGNATURE: 

DATE: 10 / 27 / 16

Initial Deposit Due by 09/30/2016:	\$500.00
Second Deposit Due by 10/10/2016:	\$2,850.00
Final Deposit Due by 11/29/2016:	\$2,850.00
Balance Due:	\$6,200.00

SHADY VALLEY COUNTRY CLUB Proposal Summary

Date: 09/07/2016

Event: Town of Pantego Holiday Party

Date: 12/09/2016 Friday

	Price	Service Charge	Tax	Total
Menu:	\$3,500.00	\$700.00	\$0.00	\$4,200.00
Bar - Beer:	\$0.00	\$0.00	\$0.00	\$0.00
Wine:	\$0.00	\$0.00	\$0.00	\$0.00
Liquor:	\$0.00	\$0.00	\$0.00	\$0.00
Other:	\$0.00	\$0.00	\$0.00	\$0.00
Equip/Services:	\$0.00	\$0.00	\$0.00	\$0.00
Non-Banquet:	\$0.00	\$0.00	\$0.00	\$0.00
Room Rental:	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Subtotal:	<u>\$5,500.00</u>	<u>\$700.00</u>	<u>\$0.00</u>	<u>\$6,200.00</u>
Balance Due:				\$6,200.00

Initial: MPF



G/A MEMO

To: Matt Fielder, City Manager

From: Julie Arrington, City Secretary

Date: November 9, 2016

Re: Tyler Technologies – Accounts Receivable

The Town Council contracts Tyler Technologies for the Accounts Receivable module. The annual service agreement for this module is up for renewal and is budgeted within the General Administration budget. The invoice for the billing period November 1, 2016 through October 31, 2017 in the amount of \$1,322.52 is provided. I am requesting to spend the budgeted funds to continue and extend the contract for these modules until October 31, 2017.

TOWN OF PANTEGO

1614 S. BOWEN
PANTEGO, TEXAS 76013

No. 2033

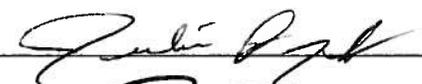
INSTRUCTIONS TO VENDOR

1. PURCHASE ORDER NUMBER. Vendor must show purchase order number on all packages, shipping papers, invoices and relative correspondence.
2. INVOICING. Send invoices to:
TOWN OF PANTEGO
Attn: Accounts Payable
1614 S. Bowen Road
PANTEGO, TEXAS 76013
3. TAXES. Municipality Tax Exempt
Entity I.D. #75-1291097

TO Tyler Technologies
P.O. Box 203556
Dallas, TX 75320-3556

SHIP TO Tyler Technologies
P.O. Box 203556
Dallas, TX 75320-3556

DATE		ACCT #	DEPT.						
11-9-16		100-5-101-234.30	Len Bohn						
QUANTITY		STOCK NUMBER / DESCRIPTION	PRICE	PER	AMOUNT				
ORDERED	RECEIVED								
1	1	Office Expoter 11-1-16 to 10-31-17	167 52	1	167	52			
1	1	Incode Customer Relationship Suite - Accounts Receivable Maintenance 11-1-16 to 10-31-16	1155 00	1	1155	00			
** Budgeted **									
					TOTAL	1322	52		




APPROVED BY



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

V 10/06
 100-5-101-234.30

Invoice

Invoice No	Date	Page
025-167870	10/01/2016	1 of 1

Empowering people who serve the public*

Questions:
 Tyler Technologies - Local Government
 Phone: 1-800-772-2260 Press 2, then 2
 Fax: 1-866-673-3274
 Email: ar@tylertech.com

Bill To: Pantego, Town of
 Attn: Accounts Payable
 1614 S. Bowen Road
 Pantego, TX 76013

Ship To: Pantego, Town of
 Attn: Accounts Payable
 1614 S. Bowen Road
 Pantego, TX 76013



Customer No.	Ord No	PO Number	Currency	Terms	Due Date
44177	71474		USD	NET30	10/31/2016

Date	Description	Units	Rate	Extended Price
	Office Exporter Maintenance: Start: 01/Nov/2016, End: 31/Oct/2017	1	167.52	167.52
	Incode Customer Relationship Suite - Accounts Receivable Maintenance Maintenance Start: 01/Nov/2016, End: 31/Oct/2017	1	1,155.00	1,155.00

****ATTENTION****

Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	1,322.52
Sales Tax	0.00
Invoice Total	1,322.52 ✓

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

✓ 10114

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

100-5-101-210.00

11/2/2016
Account No. – 09.01.06
Invoice # 22224



Legal services

October 1 – October 31, 2016

Attorney Total Hours:	12.3
Hourly Rate:	\$175.00
Paralegal Total Hours	None
Hourly Rate	\$ 80.00
 Total for Services:	 \$ 2,200.50
 Expenses:	 \$ 222.89
TOTAL BALANCE DUE:	\$ 2,423.39 ✓
 Nolan County land issue	 \$ 0

PROSECUTOR SERVICE FOR THE MONTH OF OCTOBER 2016

ACCOUNT # 100-5-160-210.00

INVOICE FOR SERVICES

SERVICES PERFORMED: PROSECUTOR FOR MUNICIPAL COURT

VENDOR # 10123

CRAIG MAGNUSON

\$1,300.00 ✓

BILLING ADDRESS: CRAIG MAGNUSON
2600 MILLER LANE
PANTEGO, TEXAS 76013



BILL LANE

1110 Tennon Road
Azle, Texas 76020
Phone 817-276-4709

DATE: September 1, 2016

Bill To:
VIA FACSIMILE 817-261-4538
Mr Matt Fielder
City Manager
City of Pantego
1614 S Bowen Road
Pantego, Texas 76013



100-5-160-210.00

DESCRIPTION	AMOUNT
Court Services for Oct 2016	\$1,837.50
TOTAL	\$ 1,837.50

Make all checks payable to **BILL LANE**
If you have any questions concerning this invoice, contact **Alma Roden 817-276-4710**

MAGISTRATION SERVICE FOR THE MONTH OF OCTOBER 2016

ACCOUNT # 100-5-160-210.00

INVOICE FOR SERVICES

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

VENDOR # 11574

Teresa Evans

BLOOD DRAW WARRANTS
MAGISTRATIONS



TOTAL - \$1300.00 ✓

BILLING ADDRESS: Teresa Evans
2600 Miller Lane
Pantego, Texas 76013



DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
 ENGINEERING AND SURVEYING
 908 WEST MAIN STREET • ARLINGTON, TEXAS 76013
 TELEPHONE: 817-275-3361 • FAX: 817-275-8920
 ESTABLISHED 1953 • FIRM NO. E-615 & S-100049-00

Invoice

Date 11/3/2016	Invoice # 16-291
--------------------------	----------------------------

Town Of Pantego
 1614 South Bowen Road
 Pantego, Texas 76013
 ATTN: ACCOUNTS PAYABLE

Description	P.O. No.		Project
	Quantity	Rate	Amount
RE: TOWN OF PANTEGO SEPTEMBER 1, 2016 THROUGH OCTOBER 31, 2016			General Admin
1. Jennifer Cobbs on 9/1/2016, Pioneer Parkway Drainage	0.5	125.00	62.50
2. Jennifer Cobbs on 10/26/2016, MSD Report and Recommendation	2.5	125.00	312.50
3. Joyce Stanton on 10/27/2016, MSD Review Letter	0.5	135.00	67.50
SEE ATTACHED SHEET FOR FURTHER HOURLY BREAKDOWN OF TIME. Please Note: If Both Engineers worked on the Project at the same time, the duplicate time was omitted.			
DTS EID #75-16151473	DUE ON RECEIPT		Total \$442.50

Phone # 817-275-3361

Fax # 817-275-8920

5:22 PM
11/03/16

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
Town of Pantego
September through October 2016

Date	Item	Billing Sta...	Duration	Notes
	COBBS, JENNIFER M			
	Pantego, Town Of (2) General Admin			
09/01/2016	Time Items Misc	Billed	0.50	Pioneer Parkway Drainage
10/26/2016	Time Items Misc	Billed	2.50	MSD REPORT AND RECOMMENDATION
	Total Pantego, Town Of (2) General Admin		<u>3.00</u>	
	Total COBBS, JENNIFER M		3.00	
	STANTON, JOYCE P			
	Pantego, Town Of (2) General Admin			
10/27/2016	Time Items Misc	Billed	0.50	MSD review letter
	Total Pantego, Town Of (2) General Admin		<u>0.50</u>	
	Total STANTON, JOYCE P		0.50	
	TOTAL		<u>3.50</u>	



AGENDA BACKGROUND

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

Date: November 14, 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:

101016 TC Minutes
101716 TC Minutes
102416 TC Minutes
092816 PEDC Minutes
101216 PEDC Minutes
102616 PEDC Minutes
100416 CRB Minutes

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

Town Council Minutes
October 10, 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 10th day of October 2016 with the following members present:

Melody Paradise	Mayor
Don Surratt	Mayor Pro-Tem
Fred Adair	Council Member
Don Funderlic	Council Member
Jane Barrett	Council Member
Russell Brewster	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 6:32 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 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Municipal Court

3. 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.

Mayor Paradise reconvened the work session at 7:33 p.m.

Mayor Paradise adjourned the work session at 7:33 p.m.

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

Mayor Paradise called the regular session to order at 7:33 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

Councilmember Brewster welcomed the audience and expressed his appreciation for Council and staff working together to get things accomplished. The Fire Department's Fill the Boot Campaign was a success. October is Breast Cancer Awareness month, and Council will be in pink.

Councilmember Adair agreed and expressed his appreciation for staff's hard work.

Councilmember Barrett agreed and stated she was glad to be back in Texas.

Councilmember Funderlic agreed with the previous comments.

Mayor Pro-Tem Surratt stated he had the opportunity to attend the TML Conference in Austin. He went to one session on employment benefits and salaries. This was conducted by a consulting firm from California. They did not get into benefits and salaries, but more about job descriptions, employees, and the employees not knowing their progression path, or next step. Clear cut job descriptions and stepping stone salaries were recommended.

Mayor Paradise announced she attended the annual Chamber of Commerce dinner. PEDC had a table, and the event was well attended. As a result of this event, she attended the fundraising event at the Levitt Pavilion with the B-52's. She found the event interesting and learned how important the Levitt is. The Levitt Pavilion does a fundraiser once a year to allow them to provide free events throughout the year to the community because there are so many in the community who cannot afford to pay ticket prices to attend other events. Pantego does an excellent job to be able to offer significant quality events to our residents, and I am very proud of our community to be able to do this. It is time intensive for staff and CRB struggles due to the lack of volunteers. She would like to see everyone focus on giving the board more help either by recruiting efforts or more assistance.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Councilmember Barrett reported the last meeting was October 4th. The Board discussed the Halloween event on October 29th at 5:30 p.m. The next meeting will be November 1st.

Pantego Youth Leadership Council

Mayor Paradise stated the PYLC group held their first meeting last month. A member of the CRB Board came to request assistance for the Halloween event. This event requires a lot of help as far as set up, take down, and games. She extended the request to Council and the audience to help with the set up stating those who have worked on the event in the past and have the specifications regarding the set up have moved away or cannot help. At the next PYLC meeting, the group will conduct their elections and plans for the field trip next month.

PEDC REPORT

Mayor Pro-Tem Surratt stated the last meeting was September 28th, and the board discussed the pros & cons of PantegoFest; the American Express Small Business event on Saturday, November 26th; the plans for the splash pad; and prior past due loans.

CITIZENS OPEN FORUM

None.

CONSENT AGENDA ITEMS

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

1. City Manager Report

Mr. Fielder informed Council of the following updates:

There are three (3) police officer positions, a dispatcher position, and a part-time court clerk position available. An offer has been made to a new maintenance worker. There is a new vacancy Officer Hubbell has resigned due to relocating to Georgia.

Staff and some Councilmember's attended the Texas Municipal League Conference in Austin. Council and staff gave updates and information on the vendors they spoke with and the classes they attended.

A request for information from CMA has been made. Mr. Fielder is still waiting on the response.

The next council meeting will contain a discussion on the latest version of the Boat and RV ordinance. The previous speakers at the public hearing will be invited to attend.

2. Monthly Staff Reports

Council confirmed a credit was received from the City of Fort Worth for the sewer charges and there was a discussion on setting up the receivable account. There was a discussion on the vacancies in the police department affecting the new crime scene training. Council confirmed that the fire hydrant repairs are not re-buildable and the procedures for replacing the fire hydrants. There was a discussion on a possible issue with the sewer main on Park Row, the mowing schedule, and the watering of the medians on Pioneer Parkway.

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

There was a discussion on the Junior's Lawn Care invoice and the number of times they are mowing and the budgeted amount for the mini excavator.

4. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from August 29, 2016

Council requested a change to the last sentence of the first paragraph from budget to general fund and to strike the last sentence on page three.

Acceptance of Minutes of Boards and Commissions:

- PEDC minutes from September 14, 2016
- P&Z minutes from August 1, 2016
- P&Z minutes from September 21, 2016

- CRB minutes from September 6, 2016
- CRB minutes from September 20, 2016

No comments.

APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Funderlic made a motion to approve the consent agenda items 1 thru 4 with changes as discussed in the work session. 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.

5. Discuss and direct staff on the adoption of the 2015 International Codes.

Mr. Fielder introduced this item and explained the Town currently enforces the 2009 International Codes and should be within five (5) years of the date of enforcement. Before staff can begin they need to know the expectations of Council, the procedures for changes, and the past experiences.

Council requested a synopsis of changes from 2009 to 2015 and the modifications done by the City of Arlington and the City of Fort Worth. Staff informed Council the Appendix must be adopted separately.

6. Discuss, direct and consider action on setting a date and time to review the Draft Zoning Ordinance.

Mr. Fielder informed Council all changes have been made and the redlined version and a clean version are on Dropbox for Council's review. There was a discussion on the visibility triangle and the Council meeting dates for November. Mayor Paradise recommended having Council review the information and having the item on a future agenda for discussion, possibly November 28th. Mr. Fielder outlined some of the items that need further discussion.

7. Discuss, direct, and review Article 4.06 Gas Drilling and Production of the Town of Pantego Code of Ordinances.

Mr. Fielder reminded Council the question was raised at the last meeting regarding the gas well-drilling production ordinance. This was originally passed in Chapter 14 of the Code of Ordinances then in 2008 the entire code was re-codified. Also, there was an amendment ordinance, 08-579, that added a section in for a permit fee but left it blank. Council inquired if this was left blank for the fee schedule to cover the cost. Mr. Fielder explained in 2012 the fee schedule was amended to add a fee. Council clarified the inquiring was to find language that allows the Town to question Enervest and to charge for an expert to inspect the wells. Matt will review and speak to Bryn regarding the contracts. There was a discussion on inspections of the wells; the costs associated with the inspections; and the procedures of Franklin Publishing to update the codes as they are received from Town Hall and verifying they are valid laws. There was a discussion on the intent of the use of the word oil meaning oil and gas throughout the ordinance.

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

Mr. Fielder presented his after action report, suggested changes, and costs of PantegoFest. Council requested a better financial breakdown. There was a discussion on the impact of weather each year; the impact to staff; admission costs; volunteer issues; the results of the steak cook-off; signage; and

Town Council Minutes
October 10, 2016

public safety activity. Mr. Fielder will get with Mrs. Potter-Harvey to obtain more of the information, and feedback from vendors and sponsors.

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 551.071 Litigation Matters, to discuss pending or contemplating litigation, settlement offers, and other legal matters that implicates the attorney-client privilege – Municipal Court.
 3. 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.

Mayor Paradise announced the executive session was conducted during the work session and there was no action on items number 1-3.

COUNCIL INQUIRY

None.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 9:21 p.m.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

Town Council Minutes
October 17, 2016

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Town Council of the Town of Pantego, Texas, met in special session at 6:30 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 17th day of October 2016 with the following members present:

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

Members absent:

None.

Constituting a quorum. The following staff members were present:

Matt Fielder	City Manager
Julie Arrington	City Secretary
Dennis Jobe	Community Development Director

Also in attendance:

None.

SPECIAL SESSION 6:30 P. M.

Mayor Paradise called the special session to order at 6:31 p.m.

Mayor Paradise read the caption of the executive session and recessed at 6:32 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.

Mayor Paradise reconvened the regular session at 7:31 p.m. and declared no action was taken on this item.

1. **Public Hearing, discuss, direct, and consider action on Ordinance 16-793 an ordinance of the Town of Pantego, Texas authorizing zoning case Z-227 a Special Use Permit as requested by Sylvester T. Lafayette to establish a church and sanctuary office at 3216 W. Park Row Drive, Lot 1, Block 1 of Park Row West Addition of the A.L.S. Land Survey, Pantego, Texas, Tarrant County, Texas; and declaring an effective date.**

Town Council Minutes
October 17, 2016

Ms. Arrington read the caption for the record. Mr. Fielder informed Council this is an application for a Special Use Permit for Now Faith Deliverance Temple located at 3216 W. Park Row Dr. The application has been previously considered by Council and is back again before you. It was reviewed last Monday by the Planning & Zoning Commission and they recommend approved based on the following conditions; one installation of a female water closet within forty five (45) days of approval, two shared parking agreement by all parties before Council approval, three use of an off-duty police officer anytime they cross the street and parking in Arlington is utilized or the implementation of all recommendations from a traffic impact analysis to be completed by a licensed professional engineer within sixty (60) days of approval, and finally the special use permit shall expire at the end of the current lease on July 31, 2016. The ordinance incorporates these requirements. Staff recommends you either deny based on lack of a parking agreement or grant it with the condition that they provide an executed agreement within twenty-one (21) days. Mayor Paradise announced there were some revisions made to the ordinance that was contained in the packet and copies have been provided to the applicant, Mr. Tally, and Council.

Mayor Paradise opened the public hearing at 7:37 p.m.

Brian Talley, with Newport Construction 2117 Bay Cove Ct. Arlington, Texas 76013, stated he was here to answer any questions Council may have.

Pastor Lafayette, 5307 Signal Peak Dr. Arlington, Texas 76017, inquired on the number of parking spaces allowed and informed Council his biggest concern is the allowable parking spaces.

With there being no speakers against the Special Use Permit, Mayor Paradise closed the public hearing at 7:39 p.m.

Council inquired on an update regarding the parking agreement and if the agreement is currently under negotiations. Mr. Talley informed the Council both parties that he is in negotiations with two different parties and both are in the process of selling their property, but he expects this to come to fruition soon. Council expressed their concerns with the parking agreement. Council clarified with Mr. Talley that he is agreement with all conditions listed and when the current lease expires. Council clarified the congregation is currently utilizing the parking lot adjacent to the building without first having an agreement in place and there have not been any complaints from the property owner.

Councilmember Adair made a motion to approve Ordinance 16-793 as presented with the four conditions. 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.

ADJOURNMENT

Mayor Paradise adjourned the special session at 7:48 p.m.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Town Council Minutes
October 17, 2016

Julie Arrington, City Secretary

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 24th day of October 2016 with the following members present:

Melody Paradise	Mayor
Fred Adair	Council Member
Don Funderlic	Council Member
Russell Brewster	Council Member

Members absent:

Don Surratt	Mayor Pro-Tem
Jane Barrett	Council Member

Constituting a quorum. The following staff members were present:

Matt Fielder	City Manager
Julie Arrington	City Secretary
Karen Hollingsworth	Finance Director
Dennis Jobe	Community Development Director
Scott Williams	Public Works Director
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 6:32 p.m.

Mayor Paradise read the caption of the executive session and recessed at 6:32 p.m.

CONSENT AGENDA ITEMS

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

1. City Manager Report

Mr. Fielder informed Council of the following updates:

The new police officer Shelly Godbold began her employment today. Her swearing-in will be at the Council meeting on November 14th. The new maintenance worker will begin on October 27th. This leaves open positions for a dispatcher, part-time court clerk, and a police officer open. There was a discussion on the effects of the recent pay increase for those positions.

The most current plans and cost estimates for the Park Row Project were uploaded to Council's Dropbox for review. The cost estimate does include the completed waterline project.

The Street Maintenance Tax needs to be re-authorized every four years. The last election on the tax was in 2013. If Council would like to continue this tax, it will need to be on the ballot in May.

Bryn Meredith spoke with Mr. Fielder regarding the gas well lease and stated the Town is allowed to conduct reviews involving experts and inspections charged to Enervest because of the Town's regulatory responsibility for public safety. The Town can review the finances once every two years at their headquarters. There was a discussion on obtaining an analysis of the water wells which is allowed every two years in the residential lease agreement.

Mayor Paradise informed Council that the Shady Valley contract is a work in progress. Ms. Arrington has heard from Shady Valley, and they agree to reschedule due to inclement weather. The Town Attorney has provided a recommendation for some wording to add to paragraph 7, which is alcohol responsibility. Once Ms. Arrington hears back from Shady Valley, the contract should be good to go, but the date is set in stone. Mr. Fielder informed Council one of the challenges is Shady Valley is corporate owned, and staff has to deal with their legal department at the corporate office.

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

Council verified with Mrs. Householder the invoice for Purdue, Brandon, Fielder, Collins, and Mott was their 30% of the collection.

3. Approval and Acceptance of Minutes

Approval of Town Council Minutes:

- Town Council minutes from September 12, 2016
- Town Council minutes from September 26, 2016

There was a change to the September 12th minutes page 6 from Councilmember Surratt to Mayor Pro-Tem Surratt.

5. Discuss, direct, and consider action on the scheduling of a special meeting to discuss the final revisions of the Town of Pantego Municipal Code of Ordinances Chapter 14 Zoning.

Mr. Fielder informed Council there is a redlined version of the Zoning Ordinance in Dropbox for their review. He inquired on Jacob's Engineering's presence at the next meeting. Council agreed to have the November 28th meeting to discuss the Zoning Ordinance and that Jacob's Engineering is not needed at the meeting. This item was moved to the Consent Agenda.

6. Discuss, direct, and consider action on the cancellation of the regularly scheduled council meetings for November 28, 2016, and December 26, 2016, due to holiday schedules.

Council agreed to keep the meeting scheduled for November 28, 2016, and cancel the meeting for December 26, 2016. Council agreed to move this item to the Consent Agenda.

7. Discuss, direct, and consider action on an upgrade to the internet speed of the Police Department.

Assistant Police Chief Reeves reminded Council the Tarrant County District Attorney implemented a new case file system and upgraded to digital evidence uploads. The Town's internet speed cannot upload fast enough to catch up on the cases. There was a discussion on the number of providers; their costs; and the affects this would have on the other departments. Council inquired on Iwerk's recommendation and the timeline to catch up the cases. There was a discussion on the Telephone Expense budget line for this item. Council agreed to move this item to the Consent Agenda.

Mayor Paradise adjourned the work session at 7:14 p.m.

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

Mayor Paradise called the regular session to order at 7:38 p.m. and welcomed the audience.

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

MAYOR/COUNCIL/STAFF COMMENTS OF COMMUNITY INTERESTS

Councilmember Funderlic welcomed the audience and stated he looks forward to their input on the public hearing. He thanked the staff for their hard work, especially the police and fire departments and the service they provide.

Councilmember Adair agreed and stated he looks forward to the comments of the audience.

Councilmember Brewster agreed with the previous comments; welcomed the audience; and expressed his appreciation for Council and staff working together to get things accomplished. He commented how great it was to have a news article regarding the new officer.

Mayor Paradise asked Assistant Police Chief Reeves to update Council and the audience on the news story. Assistant Police Chief Reeves informed Council Shelly Godbold left Euless PD due to a Multiple Sclerosis diagnosis that confined her to a wheelchair. She moved to Russia to have stem cell replacement. Originally he interviewed her for the dispatch position, but after an in-depth discussion, he offered her the police officer position. Her first day is today, and Fox 4 News will air the story and will attend the swearing-in on November 14th.

Councilmember Funderlic commented that in the last one and a half to two years there has been nothing but good news in Pantego. Last week, the Fire Department was on the news for their rescue of a dog & cat from a residential fire. This week the Town has both Police and Fire in the news.

Mayor Paradise commented on the Clean-Up Day that was last Saturday and inquired on the results. Mr. Williams informed Council there were approximately 110 tons, 133 loads, of trash removed. The brush was chipped and has been made available to the residents in the overflow parking lot.

HONORS AND RECOGNITIONS

- **Proclamation in Recognition of Municipal Court Week.**

Mayor Paradise asked Thressa Householder, Court Administrator; Shannon Cook, Court Clerk; and Chad Watson, Warrant Officer join her in front of the Dias as she read the proclamation for Municipal Court Week.

COUNCIL LIAISON TO BOARD REPORT

Community Relations Board

Mr. Fielder reminded Council and the audience the annual Halloween event is this weekend at 5:30 p.m. There will be games, costume contests, and more. On November 26th will be the Candy Train and Holiday in the Park events.

Pantego Youth Leadership Council

Mayor Paradise stated the PYLC group held their last meeting last Tuesday. The group campaigned for offices. Mia Perez was elected Mayor, and the Councilmember's are Ethan Scott, Devan Scott, Colin Smith, Zachary Staton, and CeCe Rountree. The new City Manager is Jack Pickett.

PEDC REPORT

Councilmember Adair stated at the last meeting they discussed the Small Business Saturday event for the Saturday after Thanksgiving. This is a nationwide event that is sponsored by American Express. The Board is looking into having an appearance from Santa Clause. The Board discussed the splash pad, the volleyball court, and the butterfly garden at the park.

CITIZENS OPEN FORUM

None.

APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Brewster made a motion to approve the consent agenda items 1 thru 3 with corrections to the September 12th minutes as discussed in the work session and items 5, 6, and 7 with the discussion of the zoning ordinance at the November 28th Council meeting, the cancellation of the Council meeting on December 26th, and upgrading the internet speed as discussed in the work session. Councilmember Adair seconded the motion.

The vote was as follows:

Ayes: Funderlic, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

- 4. Public hearing, discuss, direct, and consider action on Ordinance 16-794 an ordinance of the Town of Pantego, Texas, amending the Code of Ordinances Chapter 12 Traffic and Vehicles, Article 12.01 General Provisions, Section 12.01.001 Definitions and Rules of Construction and by amending Article 12.05 Parking, Stopping and Standing Section 12.05.003 General Provisions; making the ordinance cumulative of other ordinances on the subject; providing a penalty clause; providing for publication; and declaring an effective date. This ordinance is otherwise known as the Boat and RV Ordinance.**

Ms. Arrington read the caption of the ordinance for the record. Mr. Fielder informed Council the ordinance is based on previous discussions and represents what staff perceives as a consensus of the desired changes; eliminating the size requirement, allowing side and rear parking, but prohibits parking on the front yard driveway; includes a grandfather clause for residents to apply for an exclusion within 180 days after passing if they cannot comply; and allows two periods of 72-hours each within one week parking in the front of the home.

Mayor Paradise opened the public hearing at 8:02 p.m.

The following speakers were in favor of Ordinance 16-794:

Betty Woods, 2705 Whispering Trail Circle, Mayor Paradise read her written comments.

Wayne Couch, 1811 Roosevelt Ct. Pantego, Texas 76013.

The following speakers were against Ordinance 16-794:

Barbara Nunn, 2704 Whispering Trail Pantego, Texas, 76013.

With no further speakers, Mayor Paradise closed the public hearing at 8:09 p.m.

Council thanked the speakers for their comments. Council discussed their concerns with future situations and images that will be a result of this ordinance. There was a discussion on the enforcement of a continuous all-weather surface. There was a discussion on the need for the section that discusses vehicles which have a carrying capacity of two thousand (2,000) pounds or less. Mr. Fielder stated this was added at the request of the Town Attorney. Council discussed uniform setbacks following the building code for accessory buildings and the differences in the nuisance ordinance versus this ordinance. There was a discussion regarding the nuisance ordinance wording in respect to registered and running vehicles being included in this ordinance, as well.

There was not a consensus to waive the second reading of the ordinance, and this would count as the first reading. Ms. Arrington clarified with Council this would count as the first reading of an ordinance, they agreed.

Councilmember Funderlic made a motion to table the ordinance to the Council meeting scheduled for November 28, 2016. Councilmember Adair seconded the motions.

The vote was as follows:

Ayes: Funderlic, Adair, and Brewster.

Nays: None.

Abstentions: None.

Mayor Paradise declared the motion passed unanimously.

5. Discuss, direct, and consider action on the scheduling of a special meeting to discuss the final revisions of the Town of Pantego Municipal Code of Ordinances Chapter 14 Zoning.

This item was moved to the Consent Agenda.

6. Discuss, direct, and consider action on the cancellation of the regularly scheduled council meetings for November 28, 2016 and December 26, 2016 due to holiday schedules.

This item was moved to the Consent Agenda.

7. Discuss, direct, and consider action on an upgrade to the internet speed of the Police Department.

This item was moved to the Consent Agenda.

COUNCIL INQUIRY

None.

Mayor Paradise recessed for the executive session at 8:42 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 551.074 Personnel Matters to deliberate the appointment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee – City Secretary.

Mayor Paradise reconvened the regular session at 10:03 p.m. and announced there was no action taken.

ADJOURNMENT

Mayor Paradise adjourned the regular session at 10:04 p.m.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

**Pantego Economic Development Corporation
September 28, 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 28th day of September 2016 with the following members present:

Danny Lakey	President
Don Surratt	Vice President
Fred Adair	Secretary
Arsalan Gittiban	Treasurer

Members Absent:

Robert Jordan	Director
Mickey Scott	Director
Stephanie Springer	Director

Constituting a quorum. Staff present was:

Matt Fielder	Executive Director
Julie Arrington	City Secretary
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

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

PRESIDENT'S COMMENTS

President Lakey welcomed the audience.

PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

President Lakey informed the Board there is a sandwich shop looking to re-locate in Pantego and purchase the old Velocity location. He was approached earlier this week by someone interested in purchasing the shopping center across the street from him. He advised the person to talk to the City Manager.

REGULAR BUSINESS

1. Executive Director Report

Mr. Fielder informed the Board of the following items:

Velocity Fitness next to the Lions' Club has closed. There is a brewery that is interested in the

Pantego Economic Development Corporation
September 28, 2016

location.

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

Perna's Cajun & Soul Food has re-located to a different suite within the same shopping center and has scheduled a re-grand opening for November 12th at 1:00 p.m.

Timeless Treasures will hold a ribbon cutting but the date and time are still to be determined.

The Arlington Chamber of Commerce Dinner will begin with cocktails at 5:30 p.m. and dinner at 7:00 p.m.

2. Approval of PEDC Minutes
• **September 14, 2016**

Secretary Adair made a motion to approve the minutes for September 14, 2016, as submitted. Treasurer Gittiban seconded the motion.

The vote was as follows:

Ayes: Surratt, Adair, Lakey, and Gittiban.

Nays: None.

Abstentions: None.

President Lakey declared the motion passed unanimously.

CITIZENS OPEN FORUM

None.

3. Discuss, direct, and consider action on a report of PantegoFest 2016.

Mr. Fielder stated the attendance at the festival was approximately 3,500 people. There were 72 sponsorships sold, 24 steak dinners, and 17 VIP tickets. The Board discussed the bands and the positive feedback received from some vendors, cooking teams, and the businesses across the street. All of the expenses not all reflected in the budget due to some items have not been invoiced yet. There was a discussion on the steak cook-off details. Mr. Fielder informed the Board that Mrs. Potter-Harvey suggested working with a 501(c)(3) non-profit next year to boost attendance and sponsorship. There was a discussion on signage within the festival; increasing the number of smaller sponsors; and beer sales logistics.

4. Discuss, direct, and consider action on PEDC's Small Business Saturday event.

Mrs. Mundo suggested hiring a Santa for the day to make appearances to the different shopping centers. There was a discussion on the expected participation of the centers and the availability plus cost of renting a Santa for the day with a photographer. The Board addressed their concerns with participation and suggested that Mrs. Mundo discuss the idea with the different businesses and obtains an idea of participation and to discuss a selfie photo campaign for the participating stores.

5. Discuss, direct, and consider action on the planning of the splash pad at Bicentennial Park.

Mrs. Mundo informed the Board she met with Heartland Recreation & Playground at the park today to discuss the project. They will follow up with a material cost and ideas for operations. They have the ability to build the volleyball court and are a part of the Texas Interlocal Purchasing Systems Board. There was a discussion on the underground plumbing; staff was directed to perform the required land

survey with a cost estimate and to create the temporary project sign. This will be on the agenda for each meeting.

6. Discuss, direct, and consider action on a past due loan from Boutique U, LLC.

Mr. Fielder informed the board at their direction Jeff Moore created and sent a demand letter with a thirty (30) day resolution deadline. There has not been a response from Boutique U. He is requesting from the Board the next course of action to take. There was a discussion on filing a small claims suit with the Justice of the Peace Court.

Vice President Surratt made a motion to terminate the loan agreement with Boutique U, LLC and to authorize the City Manager to seek recovery of the past due amounts including filing a lawsuit as needed in small claims court. Secretary Adair seconded the motion.

There was a discussion on the necessary steps to file a lawsuit.

Vice President Surratt amended the motion to include authorizing the City Manager to take any and all steps needed for the recovery of the past due amounts for the PEDC loan including taking legal action as needed. Secretary Adair seconded the motion.

The vote was as follows:
Ayes: Surratt, Adair, Lakey, and Gittiban
Nays: None.
Abstentions: None.

President Lakey declared the motion passed unanimously.

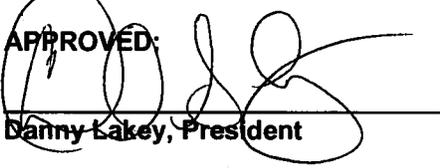
PEDC MEMBER INQUIRY

None.

ADJOURNMENT

President Lakey adjourned the regular session at 8:28 p.m.

APPROVED:



Danny Lakey, President

ATTEST:



Fred Adair, Secretary



**Pantego Economic Development Corporation
October 12, 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 12th day of October 2016 with the following members present:

Danny Lakey	President
Don Surratt	Vice President
Fred Adair	Secretary
Arsalan Gittiban	Treasurer
Mickey Scott	Director

Members Absent:

Stephanie Springer	Director
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Constituting a quorum. Staff present was:

Matt Fielder	Executive Director
Julie Arrington	City Secretary
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

Secretary Adair led the invocation which was followed by the Pledge of Allegiance.

PRESIDENT'S COMMENTS

President Lakey welcomed the audience.

PEDC MEMBER REPORTS/COMMENTS OF COMMUNITY INTEREST

Vice President Surratt commented on the Texas Municipal League Conference he attended and informed the Board he had the opportunity to speak to several splash pad vendors.

REGULAR BUSINESS

1. Executive Director Report

Mr. Fielder informed the Board of the following items:

Perna's Cajun and Soul Food has relocated to a new store within the Lakewood Village Shopping Center and has scheduled a ribbon cutting for November 12th at 1:00 p.m.

DiForte Restaurant will reschedule their ribbon cutting due to a conflict in the Town's schedule.

Hank & Ellie's is expanding and took over the two suites next to them on the East.

Anton Cabinets is looking to expand their facility on Pioneer Parkway.

CITIZENS OPEN FORUM

None.

2. Discuss, direct, and consider action on PEDC's Small Business Saturday event.

Ms. Mundo updated the Board on her discussions with the shopping center managers and owners regarding Santa at their centers for this event. There was a discussion on the time of the event; the locations for Santa at each center; and the number of Santa's needed. The Board directed Mrs. Mundo to obtain costs for other Santa's. There was a discussion on the social media advertising; utilizing the cost of the Christmas Light Contest funds for this event instead; and an inclement weather plan.

3. Discuss, direct, and consider action on the planning of the splash pad at Bicentennial Park.

Mrs. Mundo stated she had a contractor lined up to speak to the Board this evening but he had to reschedule for the meeting on October 26th. The Board discussed a break in the next meeting to relocate the meeting to the park for a discussion on the size and shape of the splash pad stating this could help decide the number of features and help control the price. There was a discussion for each board member to visit the park and report back to the City Manager with a size recommendation.

There was a discussion on obtaining the meets & bounds and the cost difference between a simple or extensive survey showing the points and property lines. The Board directed the City Manager to obtain a simple survey to satisfy the needs of the grant.

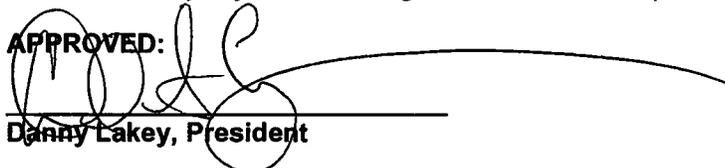
PEDC MEMBER INQUIRY

None.

ADJOURNMENT

President Lakey adjourned the regular session at 8:10 p.m.

APPROVED:



Danny Lakey, President

ATTEST:



Fred Adair, Secretary



Community Relations Board Minutes
October 4, 2016

STATE OF TEXAS

COUNTY OF TARRANT

TOWN OF PANTEGO

The Community Relations Board (CRB) of the Town of Pantego, Texas, met in regular session at 7:00 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 4th day of October, 2016 with the following members present:

Chuck White	Chair
Leanna Cartier	Secretary / Treasurer
Michael Cartier	Board Members
Cal Kost	
Tori Roemmich	

The following staff and council members were present:

Matt Fielder	City Manager
Sheila Sherman	Staff Liaison

Call To Order and General Comments:

The meeting was called to order at 7:00 p.m. by Chairperson Chuck White.

Pledge Of Allegiance

Citizens Open Forum:

CRB Member Reports:

Old Business:

New Business for Discussion, Review and Approval:

1. Approval of minutes for both 9/6 Regular meeting and 9/20 special meeting
 - a. 9/6 regular meeting: Cal Kost motioned to keep the minutes as written, seconded by Tori Roemmich. Approved unanimously.
 - b. 9/20 special meeting: Tori Roemmich motioned to keep the minutes with a minor change to the spelling of a name. Cal Kost seconded. Passed unanimously.
2. Halloween (October 29th):
 - a. Sheila Sherman brought out samples of the prizes ordered after the last meeting so the board could see them. She also provided samples of the pre-stuffed Christmas stockings for the Christmas event.
 - b. Help will definitely be needed by the PYLC. Michael Cartier mentioned that 16 teens had raised their hands to help out when he went to talk with them at their regular meeting last month. Chuck White said he had not heard back from anyone yet.
 - c. James Jones had mentioned to Chuck White prior to the meeting (since he wasn't going to be able to be present) that his granddaughter was trying to recruit volunteer help from Arlington High School.
 - d. Tori Roemmich is working with Cowboy Towing to provide candy and bags.
 - e. Lighting for the stocks was brought up. At least one light will be needed, and an extension cord for electricity.
 - f. A request has been put in to have a fire engine and police car available at the event for people to look at, if possible.
 - g. Crafts will be located in the middle of everything, and will also need some lighting.
 - h. Sheila Sherman is checking with the town secretary (Julie Arrington) about whether the CRB is providing food to volunteers at the event, and, if so, how much should be ordered.
 - i. Chuck White has some judges lined up for the pet costume contest, and is still looking for people to judge the pre-carved pumpkin contest and the children's costume contest.
 - j. A skeleton horse was ordered for the event and had just arrived the day of the meeting. It was too big to view during the meeting, so Sheila Sherman invited those present to see it after the meeting.
3. Christmas Event:
 - a. Michael Cartier found some pre-stuffed pet stockings online, but the price was about \$4.00 each. For 200, that would have been \$800. Tori Roemmich said she would look into getting some stuff wholesale through her work.
 - b. We will order 34 dozen cookies from Perna for the Christmas event. Chuck White will talk to her when he goes over to get the Halloween cupcakes. Last year, we were charged \$138.72 for these.

- c. Leanna Cartier will double check that everything is still good with TNT Entertainment regarding the train and Santa's sleigh.
 - d. Michael Cartier said he was going to get 4 more elf costumes (2 male, 2 female) this year, to bring the total up to 10 overall. He will also order several pairs of elf leggings, which do not come as part of the costumes.
 - e. Michael and Leanna will try to talk to Starbucks about donating coffee.
 - f. Cal Kost said as far as he knows, the 4 people for face painting / balloon artists will be at the event for 2 hours, at \$70 per hour. (Total: 8 hours x \$70 = \$560)
 - g. Need to look into getting some outdoor lights for the various events. Since pricing is not known at this time, it will need to be discussed at a later meeting.
4. Pantegofest: Since it wasn't on the agenda, Michael Cartier requested it be on the next agenda for discussion.

CRB Member Inquiry:

Adjournment:

Chairperson Chuck White adjourned the meeting at 7:57 p.m.

Approved: By Leanna Cartier
Chuck White, Chairperson

Attested: Leanna Cartier
Leanna Cartier, Secretary / Treasurer





AGENDA BACKGROUND

AGENDA ITEM: Honors and Recognitions

Date: November 14, 2016

- Swear In and Badge Pinning of Sheli Godbold.
- Introduction of Nicole McKeon as the new dispatcher.
- Introduction of Jesus Najera as the new Public Works maintenance worker.



AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct, and consider action on Resolution 16-27 a resolution of the Town of Pantego, Texas, authorizing the City Manager to enter into a contract with RJ Construction for repairs to the roof of the Town Hall building.

Date: November 14, 2016

PRESENTER:

Dennis Jobe, Community Development Director

BACKGROUND:

Due to the severe storms that occurred this spring, the Texas Municipal League Risk Pool sent out a contractor to inspect the Town facilities. Kyle Gerhardt with Tailored Adjustment Services reported major damage to the roof of Town Hall. He recommended a total replacement of the roof at Town Hall. The Texas Municipal League Risk Pool has already reimbursed the Town for the repairs, minus the deductible and depreciation. The Town will be reimbursed for the amount of depreciation upon proof of completion.

Staff has obtained four quotes from various roofing vendors in the area. Of the four quotes, Allysium, Inc was the lowest bidder. However, staff is recommending RJ Construction, who ranked third, due to the completeness and professionalism of his proposal.

FISCAL IMPACT:

\$2,500.

RECOMMENDATION:

Staff recommends the approval of Resolution 16-27 authorizing the City Manger to enter into a contract with RJ Construction for the replacement of the roof.

ATTACHMENTS:

Resolution 16-27
General Services Contract
Allysium Bid
3C Construction Bid RJ
Construction Bid Joe Hall
Roofing, Inc Bid

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

RESOLUTION NO. 16-27

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH RJ CONSTRUCTION FOR REPAIRS TO THE ROOF OF THE TOWN HALL BUILDING.

WHEREAS, the Town Council sees the need to repair the roof of the Town Hall building; and

WHEREAS, RJ Construction agrees to furnish all material, demolition, repairs, and equipment for the replacement of the roof at Town Hall; and

WHEREAS, the Texas Municipal League Intergovernment Risk Pool has provided payment for the replacement of the roof at Town Hall less the deductible.

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

Section 1: the Town Council authorizes the City Manager to enter into a contract with RJ Construction in an amount not to exceed \$48,084.75 and to furnish all materials, demolition, repairs, and equipment for the replacement of the roof at Town Hall.

Section 2: the Town Council agrees and accepts the terms and conditions of the General Services contract as presented in "Exhibit A".

Section 3: this resolution is effective immediately upon passage.

PASSED AND APPROVED this the 14th day of November 2016, at a regular meeting of the Town Council of the Town of Pantego, Texas, by a vote of __ ayes, __ nays and abstentions.

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

APPROVED AS TO FORM:

James T. Jeffrey, Jr., City Attorney



Exhibit A

GENERAL SERVICES CONTRACT

This Contract (Contract) is made between the Town of Pantego, Texas (Town), and RJ Construction (Contractor). The Town and Contractor agree to the terms and conditions of this Contract, which consists of the following parts:

- I. Summary of Contract Terms
- II. Standard Contractual Provisions
- III. Special Terms and Conditions
- IV. Contract Attachments
- V. Signatures

I. Summary of Contract Terms

Contractor:

Description of Services:

Maximum Contract Amount:

Length of Contract:

Effective Date:

Expiration Date:

II. Standard Contractual Provisions

A. Definitions

Contract means this Standard Services Contract.

Services means the services for which the Town solicited bids or received proposals as described in this Contract.

B. Services and Payment

Contractor will furnish Services to the Town in accordance with the terms and conditions specified in this Contract. Contractor will bill the Town for the Services provided at intervals of at least 30 days, except for the final billing. The Town shall pay Contractor for the Services in accordance with the terms of this Contract, but all payments of interest on overdue amounts, are subject to the applicable provisions of Chapter 2251 of the Texas Government Code. The Town reserves the right to modify any amount due to the contractor presented by invoice to the Town if necessary to conform the amount to the terms of the Contract and Chapter 2251 of the Texas Government Code.

C. Termination Provisions

- (1) *Town Termination for Convenience.* Under this paragraph, the Town may terminate this Contract during its term at any time for the Town's own convenience where the Contractor is not in default by giving written notice to Contractor. If the Town terminates this Contract under this paragraph, the Town will pay the Contractor for all services rendered in accordance with this Contract to the date of termination.

(2) *Termination for Default.* Either party to this Contract may terminate this Contract as provided in this paragraph if the other party fails to comply with its terms. The party alleging the default shall give the other party written notice of the default citing the terms of the Contract that have been breached and what action the defaulting party must take to cure the default. If the party in default fails to cure the default as specified in the notice, the party giving the notice of default may terminate this Contract by written notice to the other party, specifying the date of termination. Termination of this Contract under this paragraph does not affect the right of either party to seek remedies for breach of the Contract as allowed by law, including any damages or costs suffered by either party. However, this provision is not intended to and does not act as a waiver of the Town's sovereign immunity.

(3) *Multi-Year Contracts and Funding.* If this Contract extends beyond the Town's fiscal year in which it becomes effective or provides for the Town to make any payment during any of the Town's fiscal years following the Town's fiscal year in which this Contract becomes effective and the Town fails to appropriate funds to make any required Contract payment for that successive fiscal year, then this Contract automatically terminates at the beginning of the first day of the Town's successive fiscal year of the Contract for which the Town has not appropriated funds or otherwise provided for funds to make a required payment under the Contract. (Section 5, Article XI, Texas Constitution) It is expressly understood and agreed that the Town shall have the right to terminate the agreement at the end of any Town fiscal year if the governing body of the Town does not appropriate funds sufficient to continue the contract. The Town may execute such termination by giving the Contractor a written notice of termination at the end of the Town's then-current fiscal year.

D. Liability and Indemnity. Contractor shall indemnify, hold harmless and defend the Town, its officers, agents, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorneys' fees and any and all other costs or fees (whether resulting in constitutional law, tort, contract, or property law, or raised pursuant to local, state or federal statutory provision), arising out of the performance of the Contract and/or arising out of a willful or negligent act or omission of the Contractor, its officers, agents, and employees. It is understood and agreed that the Contractor and any employee or subcontractor of the Contractor shall not be considered an employee of the Town. The Contractor shall not be within the protection or coverage of the Town's workers' compensation insurance, health insurance, liability insurance or any other insurance that the Town from time to time may have in force and effect. The Town specifically reserves the right to reject any and all of Contractor's employees, representatives or subcontractors and/or their employees for any cause, should the presence of any such person on Town property or their interaction with Town employees be found not to be in the best interest of the Town, be found to be harassing to any Town employee or third person, or is found to interfere with the effective and efficient operation of the Town or the Town's workplace.

E. Liens. Contractor agrees to and shall indemnify and hold harmless the Town against any and all liens and encumbrances for all labor, goods and services which may be provided under or as a result of this Contract. At the Town's request, the Contractor and all subcontractors shall provide a proper release of any and all liens, or satisfactory evidence of freedom from all liens shall be delivered to the Town.

F. Confidentiality. Any provision of this Contract that attempts to prevent the Town's disclosure of information that is subject to disclosure under federal or Texas law or regulation, court or administrative decision or ruling, regardless of the source is invalid. (Chapter 552, Texas Government Code).

- G. Tax Exemption. The Town is not liable to Contractor for any federal, state or local taxes for which the Town is not liable by law, including state and local sales and use taxes (Section 151.309 and Title 3, Texas Tax Code) and federal excise tax (Subtitle D of the Internal Revenue Code). Accordingly, those taxes may not be added to any item purchased for consumption by the Town. Fuel purchased for resale shall include Federal Excise Tax under IRC Section 4081 and Texas Motor Fuel Tax if required under the Texas Tax Code Chapter 162. Texas limited sales tax exemption certificates will be furnished upon request. Contractor shall not charge for said taxes on purchases for consumption by the Town. If billed, the Town will remit payment less sales tax.
- H. Assignment. The Contractor shall not assign this Contract without the prior written consent of the Town.
- I. Law, Venue and Limitations. This Contract is governed by the laws of the State of Texas and a lawsuit may only be prosecuted on this Contract in a court of competent jurisdiction located in or having jurisdiction in Tarrant County, Texas. Any provision in this Contract that establishes a limitations period that does not run against the Town by law or that is shorter than two years is void. (Sections 16.061 and 16.070, Texas Civil Practice & Remedies Code).
- J. Sovereign Immunity. Any provision of this Contract that seeks to waive the Town's immunity from suit and/or immunity from liability is void unless agreed to by specific acknowledgement of the provision within the Contract.
- K. Entire Contract. This Contract represents the entire Contract between the Town and the Contractor and supersedes all prior negotiations, representations, or contracts, either written or oral. This Contract may be amended only by written instrument signed by both parties.
- L. Independent Contractor. Contractor shall perform the work under this Contract as an independent contractor and not as an employee of the Town. The Town has no right to supervise, direct, or control the Contractor or Contractor's officers or employees in the means, method, or details of the work to be performed by Contractor under this Contract. The Town and Contractor agree that the work performed under this Contract is not inherently dangerous, that Contractor will perform the work in a workmanlike manner, and that Contractor will take proper care and precautions to insure the safety of Contractor's officers and employees.
- M. Dispute Resolution Procedures. The Contractor and Town desire an expeditious means to resolve any disputes that may arise between them regarding this Contract. If either party disputes any matter in relation to this Contract, the parties agree to try in good faith, before bringing any legal action, to settle the dispute by submitting the matter to mediation before a third party who will be selected by agreement of the parties. The parties will each pay one-half of the mediator's fees.
- N. Severability. If a court finds or rules that any part of this Contract is invalid or unlawful, the remainder of the Contract continues to be binding on the parties.

III. Special Terms or Conditions.

- IV. Additional Contract Documents.** The following specified documents attached to this Contract are part of this Contract, except as follows: any provision contained in any of the Contractor's Additional Contract Documents specified below that conflicts with a Contract provision.

- A. Contractor's Additional Contract Document:
 - 1. Insurance Certificate

- B. Town's Additional Contract Documents:
 - 1. Technical Specifications and Bid Documents
 - 2. Policy for Bidding Projects

V. Signatures. By signing below, the parties agree to the terms of this Contract:

TOWN OF PANTEGO:

CONTRACTOR:

Matthew Fielder
City Manager

By: _____

Title: _____

Date: _____

Attest: Town Secretary

**CONFLICT OF INTEREST QUESTIONNAIRE
FORM CIQ**

Required for vendor or other person doing business with a local government entity

This questionnaire is being filed in accordance with Chapter 176 of the Local Government Code by a person doing business with a governmental entity.

By law this questionnaire must be filed with the records administrator of the local government no later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

Attach additional pages to this Form CIQ as necessary.

1. Name of person doing business with local government entity

2. _____ Check here if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority no later than September 1 of the year for which the activity described in Section 176.006(a), Local Government Code, is pending and no later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3. Name of each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.

4. Name of each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.

Conflict of Interest Questionnaire

Form CIQ (Continued)

Required for vendor or other person doing business with a local government entity

5. Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES)

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has an affiliation or other relationship. Attach additional pages to this Form CIQ as necessary. Please circle yes or no.

- A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire? YES NO
- B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity? YES NO
- C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer, or holds an ownership of ten (10) percent or more? YES NO
- D. Describe each affiliation or business relationship

6. Name, title and signature of person doing business with the governmental entity:

Date: _____

ALYSSIAM, INC.

PROPOSAL

2504 W. Park Row Ste. B-5 #120
Arlington, TX 76013
469-226-1125

Invoice Date: 11/7/16
Claim Number: NA

Customer Name:

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

JOB STATUS: pending

Description	Quantity	Units	Unit Price	Total
Remove and dispose of comp. shingles	149.69			
Install GAF HD Hunter Green with synthetic underlayment	172.33			
Install GAF Timbertex ridge in Hunter Green	597.02			
Install ice.&water barrier in valleys	206.05			
R&R heat stacks	15			
R&R power vent covers	5			
R&R pipe jacks	20			
Paint all venting to match shingle color				\$38,800.00
Note: There is no viable reason to remove gutter and drip edge for roof replacement. Should drip edge be desired, add \$500 for galvanized.				
Replace downspout on left side				\$250.00
R&R gable end vent 12"x12" metal				\$350.00
Material sale tax			included	
SUB-TOTAL				\$39,400.00

We appreciate your business!

TOTAL **\$39,400.00**

3C Construction

Proposal for Roof on Town Hall

Description	Quantity	Unit Price	Total
Remove Tear off, haul and dispose of comp. shingles- Laminated	149.69 SQ		
Roofing felt- 15 Lb.	149.69 SQ		
Laminated-comp. shingle roofing- w/out felt- Green	172.33 SQ		
Remove Additional charge for high roof (2 stories or greater)	43.98 SQ		
Additional charge for high roof (2 stories or greater)	43.98 SQ		
Ridge cap- High profile- composition shingles	597.02 LF		
R&R Valley Metal	206.05 LF		
R&R Drip Edge	769.41 LF		
R&R Rain cap- 8"	15.00 EA		
R&R Power attic vent cover only- metal	5.00 EA		
Prime & paint roof vent	20.00 EA		
R&R Flashing- pipe jack	5.00 EA		
Prime & paint roof jack	5.00 EA		
Detach & reset gutter guard/screen- High grade	769.41 LF		
Totals: Town Hall Roof			
Front Elevation			
Description	Quantity	Unit Price	Total
NO VISIBLE STORM RELATED DAMAGE			
Totals: Front Elevation			
Right Elevation			
Description	Quantity	Unit Price	Total
NO VISIBLE STORM RELATED DAMAGE			
Totals: Right Elevation			
Left Elevation			
Description	Quantity	Unit Price	Total
R&R Downspout-aluminum- up to 5"	13.00 LF		
Totals: Left Elevation			

Rear Elevation			
Description	Quantity	Unit Price	Total
Attic Vent- gable end- metal- 12" X 12" (material only)	1.00 EA		
Siding- Labor minimum	1.00 EA		
Totals: Rear Elevation			
Debris Removal			
Description	Quantity	Unit Price	Total
Haul debris- per pickup truck load- including dump fees	1.00 EA		
Totals: Debris Removal			
Total: Town Hall		\$43,369	

RJ Construction Proposal for Roof on Town Hall

Description	Quantity	Unit Price	Total
Remove Tear off, haul and dispose of comp. shingles- Lam	149.69 SQ	45.00 sq	6,736.05
Roofing felt- 15 Lb. (we use synthetic)	149.69 SQ	5.00 sq	784.45
Laminated-comp. shingle roofing- w/out felt- Green	172.33 SQ	\$180.00	31,019.40
Remove Additional charge for high roof (2 stories or greater)	43.98 SQ	10 sq	439.80
Additional charge for high roof (2 stories or greater)	43.98 SQ	10 sq	439.80
Ridge cap- High profile- composition shingles	597.02 LF	6 lf	3,582.12
R&R Valley Metal	206.05 LF	2 lf	412.10
R&R Drip Edge	769.41 LF	.50 lf	384.71
R&R Rain cap- 8"	15.00 EA	2 each	30.00
R&R Power attic vent cover only- metal	5.00 EA	22.50 each	1,237.50
Prime & paint roof vent	20.00 EA	1 each	20.00
R&R Flashing- pipe jack	5.00 EA	16 each	80.00
Prime & paint roof jack	5.00 EA	1 each	5.00
Detach & reset gutter guard/screen- High grade	769.41 LF	2.00 LF	1,538.82

Totals: Town Hall Roof

Front Elevation

Description	Quantity	Unit Price	Total
NO VISIBLE STORM RELATED DAMAGE			

Totals: Front Elevation

Right Elevation

Description	Quantity	Unit Price	Total
NO VISIBLE STORM RELATED DAMAGE			

Totals: Right Elevation

Left Elevation

Description	Quantity	Unit Price	Total
R&R Downspout-aluminum- up to 5"	13.00 LF	labor min	225.00

Totals: Left Elevation

Rear Elevation

Description	Quantity	Unit Price	Total
Attic Vent- gable end- metal- 12" X 12" (material only)	1.00 EA	\$200.00	200.00
Siding- Labor minimum	1.00 EA	\$600.00	600.00

Totals: Rear Elevation

Debris Removal

Description	Quantity	Unit Price	Total
Haul debris- per pickup truck load- including dump fees	1.00 EA		350.00

Totals: Debris Removal

Total: Town Hall 48,084.75

RJ Construction References

James Thomas
Nestle Foods
(817) 233-4257

Matt Moody
ABC Supply District manager
(972) 467-0463

Chance Payne
GAF Area Team Manager
(817) 915-7841



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/24/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
ROY BINGHAM INSURANCE
2108 W PIONEER PKWY,
SUITE 101
ARLINGTON TX 76013

CONTACT NAME: Jerry Smith
PHONE (AG.No. Ext): 662-367-1553 **FAX (AG.No.):** 662-367-1555
E-MAIL ADDRESS: jerry@rbidfw.com

INSURED
ROBERT JORDAN CONSTRUCTION, LLC
DBA RJ CONSTRUCTION
2912 PARK ROW DR, SUITE A
PANTEGO TX 76013

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: CERTAIN UNDERWRITERS AT LLOYDS	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSR. WORD	POLICY NUMBER	POLICY EXP (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	ARKGC48221	11/05/2015	11/05/2016	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
AUTOMOBILE LIABILITY						PRODUCTS - COMPROP AGG \$ 1,000,000
<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/11/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER First Texas Insurance Services, LLC 700 Highlander Blvd, Ste 350 Arlington TX 76015		CONTACT NAME: Kim Taylor PHONE (A/C, No, Ext): (817) 275-2626 FAX (A/C, No): (817) 275-2661 E-MAIL ADDRESS: kim.taylor@firsttexas.com	
		INSURER(S) AFFORDING COVERAGE INSURER A: United Fire and Casualty Co	NAIC # 13021
INSURED Joe Hall Roofing, Inc. 1925 W. Pioneer Pkwy Arlington TX 76013		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 16/17 Renewal CERTS REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		85315792	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER					
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO. JCT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 2,000,000
A	AUTOMOBILE LIABILITY		85315792	1/1/2016	1/1/2017	PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				EMP BEN \$ 1,000,000
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
						BODILY INJURY (Per person) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR					BODILY INJURY (Per accident) \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					PROPERTY DAMAGE (Per accident) \$
	DED <input type="checkbox"/> RETENTION \$					Underinsured motorist \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					EACH OCCURRENCE \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A					AGGREGATE \$
	DESCRIPTION OF OPERATIONS below					WC STATUTORY LIMITS \$
A	Leased/Rented Equipment		85315792	1/01/2016	1/01/2017	E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
						Maximum Item \$145,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Certificate holder is included as an additional insured with respects to general liability (for completed and ongoing operations on a primary and noncontributory basis) and auto liability with a waiver of subrogation in their favor as long as there is a written executed contract with named insured requiring the coverage.

CERTIFICATE HOLDER Insured's Purposes	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jeff Jordan/KT
---	--

JOE HALL ROOFING, INC – COMMERCIAL REFERENCES

Peyco Southwest Realty

Jordan Foster

1703 N Peyco Dr

Arlington, TX 76001

817.467.6803

Glen Lake Camp

Natalie Davidson

1102 N East Barnard St

Glen Rose, TX 76043

254.897.2247

Southcliff Baptist Church

Justin Harris

4100 S. Loop 820

Fort Worth, TX 76109

817.924.2241

Harrison Jet Guns

Doug Harrison

6915 Hudson Village Creek Rd

Kennedale, TX 76060

817.478.9216

Pantego Christian Academy

Mike Cherry

2201 W Park Row

Arlington, TX 76013

817.460.3315

Arlington Classics Academy

Ken Adkins

5200 S Bowen Rd

Arlington, TX 76016

817.274.2008

SVN / Trinity Advisors

Carl Brown

5601 Bridge St, Ste 504

Fort Worth, TX 76112

817.288.5525

State Farm Insurance

J.P. Hadden

214.906.1527

Chubb Insurance Group

Cynthia Morgan

214.906.3345



AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct, and consider actions on Resolution 16-28 of the Town of Pantego, TX, authorizing the City Manager to award a bid for construction and to enter into a contract with Leetech Energy Services, LLC for the Smith Barry Sewer Pipe-bursting Project.

Date: November 14, 2016

PRESENTER:

Scott Williams, Public Works Director

BACKGROUND:

As part of the Town's ongoing Capital Improvements Program, wastewater mains that are in decaying conditions and/or in need of up-sizing, due to undersized capacity, are recommended for replacement by the Public Works staff. The Town contracted with an engineering consultant, Deltatek Engineering, to prepare plans and specifications to replace by pipe-bursting a wastewater main located on Smith Barry Rd between Roosevelt and Nora. The design specifications for the project include: pipe-burst approximately 1,350 linear feet of 8" clay wastewater main (decayed and undersized capacity), and replace with 12" HDPE, SDR21; install (2) six foot diameter manholes; replace and reconnect approximately (10) service connections; (1) manhole adjustment; cured in place liner at (4) existing brick manholes; and approximately 500 square feet of pavement replacement and other miscellaneous related items of work. On October 18, 2016 the Town received five (5) responsive sealed bids for the referenced project. The bids were tabulated, for their content and their correctness was verified. Funding for this project was approved by Council in the FY2016-2017 Water & Wastewater Construction Fund for \$189,950.00.

Leetech Energy Services	Bid Amount: \$170,760.00
Excel 4 Construction	Bid Amount: \$192,440.00
IPR South Central	Bid Amount: \$215,800.00
Horseshoe Construction	Bid Amount: \$302,600.00
SYB Construction	Bid Amount: \$347,440.00

FISCAL IMPACT:

\$170,760.00

RECOMMENDATION:

Staff recommends that this project be awarded to Leetech Energy Services.

ATTACHMENTS:

Resolution 16-28
Bid Recommendation Letter
Bid Tabulations

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

RESOLUTION NO. 16-28

A RESOLUTION OF THE TOWN OF PANTEGO, TEXAS, AUTHORIZING THE CITY MANAGER TO AWARD A BID FOR CONSTRUCTION, TO NEGOTIATE, AND TO ENTER INTO A CONTRACT WITH LEETECH ENERGY SERVICES FOR THE SMITH BARRY SEWER PIPE-BURSTING PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Texas Government Code, Chapter 2269, authorizes the procurement of other Contracting and Delivery Procedures for Construction Projects; and

WHEREAS, the Town, as required by Chapter 2269.052 of the Texas Government Code, has duly published the necessary Notice Requirements in the Fort Worth Commercial Recorder, the official newspaper for the Town of Pantego, on October 11, 2016; and

WHEREAS, the Town certifies all required Competitive Bidding and Selection Methods in accordance with Texas Government Code §2269 have been met; and

WHEREAS, the Town Council has determined it is in the best interest of the Town to enter into a contract with the selected bid recipient for the Smith Barry Sewer Pipe-bursting Project.

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

Section 1: The Town Council hereby authorizes the City Manager to award a bid, negotiate, and enter into a contract with Leetech Energy Services, LLC, the selected bid recipient, for the Smith Barry Sewer Pipe-bursting project.

Section 2: The Town Council has selected Leetech Energy Services, LLC. as the bid recipient from the list of approved bidders provided by Deltatek Engineering (Exhibit I)

Section 3: The City Manager may enter into a contract not to exceed \$170,760.00.

Section 4: This resolution is effective immediately upon passage.

PASSED AND APPROVED this the 14th day of November 2016, at a regular meeting of the Town Council of the Town of Pantego, Texas, by a vote of __ ayes, __ nays and __ abstentions.

Melody Paradise, Mayor

ATTEST:

Julie Arrington, City Secretary

APPROVED AS TO FORM:

Jim Jeffrey, City Attorney



October 24, 2016

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

Reference: Wastewater Improvements by Pipe Bursting
Smith Barry Drive from Nora Drive to Roosevelt Road
Town of Pantego, Texas
Bid Recommendation

Dear Mr. Williams:

On October 18, 2016, the Town of Pantego received five (5) responsive sealed bids for the referenced project. These bids have been tabulated and attached to this correspondence for your use. Deltatek Engineering has reviewed these bid documents and submits the following opinion and recommendation.

Deltatek has no previous experience with the apparent low bidder, Leetech Energy Services, LLC. Our reference checks, and conversation with this bidder, indicate that this firm has operated as both prime and subcontractor performing underground utility work, including pipe bursting, for several years. All of the Owners' references contacted had positive feedback concerning Leetech Energy Services, LLC's ability to perform this type of work.

Based solely on our due diligence, Deltatek Engineering has no objection to the Town of Pantego awarding this project to Leetech Energy Services, LLC for the lump sum price of \$170,760.00.

It should be noted that the Engineers OPC was \$183,950.00.

Should you have any questions, please call me at 972-255-9500.

Sincerely,
DELTA TEK ENGINEERING

Bahram Niknam, P.E.

Attachments: Bid Tabulation
Raw Bid Data
Reference Verification Forms
Bid Opening Attendees
Original Bid Documents

2211 Texas Drive, Irving, Texas 75062
Firm Registration Number F-4419
972-255-9500
Email: bn@deltatekeng.com

Exhibit I



Bid/Project Name: Sewer Line Replacement by Pipe Bursting Smith Barry	
Bid/Project Number	N/A
Bid Opening Date:	October 18, 2016
Bids Issued:	5
Bids Rec'd:	5
1st Addendum:	N/A

Name of Bidder	Leetech Energy Services, LLC.	Excel 4 Construction, LLC	IPR South Central LLC	Horseshoe Construction, Inc.	SYB Construction Co., Inc.
Address	P.O. Box 939	PO Box 4739	131 N. Richey	2309 S. Battleground Rd.	421 Compton Ave.
City, State, Zip	Aledo, Texas 76008	Fort Worth, Texas 76164	Pasadena, Texas 77506	La Porte, TX 77571	Irving, TX 75061
Telephone / Fax	817-805-6405	817-401-1432/817-457-3379	832-252-4800/832-550-2130	281-478-5477/281-478-6436	972-399-1066/972-399-1586
Email	bryanh3874@yahoo.com	conchas_xl4@yahoo.com	cwall@teamipr.com	penny@horseshoe-inc.com	bwood@sybconstruction.com
Contact	Bryan Henderson	Luis Conchas	Chad Wall	Penny Mitchell	Brian Wood

Bid 1

Bid 2

Bid 3

Bid 3

Bid 3

BID SCHEDULE													
#	Item	Qty	Unit	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
1	Mobilization	1	LS	\$5,000.00	\$5,000.00	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00	\$31,350.00	\$31,350.00
2	Traffic Control Plan	1	LS	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$1,000.00	\$1,000.00	\$3,500.00	\$3,500.00	\$7,800.00	\$7,800.00
3	Trench Safety	1	LS	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$1,900.00	\$1,900.00
4	SWPPP	1	LS	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$3,700.00	\$3,700.00
5	Furnish & install 12-inch HDPE wastewater pipe, SDR-21, by pipe bursting method to include cleaning, television inspection (before & after), bypass pumping, and restoration of work areas, complete in place.	1320	LF	\$68.00	\$89,760.00	\$52.00	\$68,640.00	\$85.00	\$112,200.00	\$140.00	\$184,800.00	\$137.00	\$180,840.00
6	Furnish & install 5' Diameter manhole including 30" manhole ring & lid with Town Logo per Town Standard Details. Includes all labor, equipment and materials as required to complete the installation.	2	EA	\$8,500.00	\$17,000.00	\$6,000.00	\$12,000.00	\$5,500.00	\$11,000.00	\$7,000.00	\$14,000.00	\$9,950.00	\$19,900.00
7	Furnish & install Spectra Shield manhole lining on existing manhole. Includes all labor, equipment and materials as required to complete the installation.	5	EA	\$2,200.00	\$11,000.00	\$3,200.00	\$16,000.00	\$2,900.00	\$14,500.00	\$3,100.00	\$15,500.00	\$3,500.00	\$17,500.00
8	Remove existing brick chimney, manhole flat top and manhole ring & lid. Install manhole risers, manhole flat top with new 30" manhole ring & lid with Town Logo. (Center ring & lid between sidewalk and curb). Includes all labor, equipment and materials as required to complete the installation.	1	LS	\$4,500.00	\$4,500.00	\$3,000.00	\$3,000.00	\$3,200.00	\$3,200.00	\$4,000.00	\$4,000.00	\$6,900.00	\$6,900.00
9	Reconnect short sanitary sewer service, by other than open cut method, to new HDPE sewer main by installing 4-inch PVC wastewater service lateral with cleanouts at property line, complete in place.	7	EA	\$600.00	\$4,200.00	\$2,100.00	\$14,700.00	\$1,250.00	\$8,750.00	\$1,000.00	\$7,000.00	\$1,300.00	\$9,100.00

DELTATEK ENGINEERING
 FIRM REGISTRATION NO. F-4419
 2211 TEXAS DRIVE
 IRVING, TEXAS 75062
 972-255-9500
 bn@deltatekeng.com



Bid/Project Name: Sewer Line Replacement by
Pipe Bursting Smith Barry
Bid/Project Number N/A
Bid Opening Date: October 18, 2016
Bids Issued: 5
Bids Rec'd: 5
1st Addendum: N/A



Name of Bidder	Leetech Energy Services, LLC.	Excel 4 Construction, LLC	IPR South Central LLC	Horseshoe Construction, Inc.	SYB Construction Co., Inc.
Address	P.O. Box 939	PO Box 4739	131 N. Richey	2309 S. Battleground Rd.	421 Compton Ave.
City, State, Zip	Aledo, Texas 76008	Fort Worth, Texas 76164	Pasadena, Texas 77506	La Porte, TX 77571	Irving, TX 75061
Telephone / Fax	817-805-6405	817-401-1432/817-457-3379	832-252-4800/832-550-2130	281-478-5477/281-478-6436	972-399-1066/972-399-1586
Email	bryanh3874@yahoo.com	conchas_xl4@yahoo.com	cwall@teamipr.com	penny@horseshoe-inc.com	bwood@sybconstruction.com
Contact	Bryan Henderson	Luis Conchas	Chad Wall	Penny Mitchell	Brian Wood

Bid 1

Bid 2

Bid 3

Bid 3

Bid 3

BID SCHEDULE

#	Item	Qty	Unit	Unit Price	Extended Price								
10	Reconnect long sanitary sewer service, by other than open cut method, to new HDPE sewer main by installing 4-inch PVC wastewater service lateral with cleanout at property lines, complete in place.	7	EA	\$900.00	\$6,300.00	\$2,600.00	\$18,200.00	\$1,750.00	\$12,250.00	\$1,500.00	\$10,500.00	\$1,850.00	\$12,950.00
11	Sidewalk panel replacement (Concrete) from joint to joint where cleanout is installed in sidewalk.	400	SF	\$6.00	\$2,400.00	\$6.00	\$2,400.00	\$12.00	\$4,800.00	\$12.00	\$4,800.00	\$6.50	\$2,600.00
12	Curb and gutter replacement (Concrete) as directed by owner.	300	LF	\$18.00	\$5,400.00	\$21.00	\$6,300.00	\$35.00	\$10,500.00	\$15.00	\$4,500.00	\$65.00	\$19,500.00
13	Remove & Replace concrete pavement.	1000	SF	\$8.00	\$8,000.00	\$11.00	\$11,000.00	\$18.00	\$18,000.00	\$20.00	\$20,000.00	\$13.80	\$13,800.00
14	Furnish labor and materials to replace driveway if damaged by construction activities. As directed by owner.	400	SF	\$3.00	\$1,200.00	\$8.00	\$3,200.00	\$16.00	\$6,400.00	\$17.00	\$6,800.00	\$9.00	\$3,600.00
15	Construct wastewater main point repair for pipe bursting operation to included excavation, backfill (compaction to 95% standard proctor per ASTM D698), and site restoration, complete in place. As directed by owner.	2	EA	\$1,500.00	\$3,000.00	\$5,000.00	\$10,000.00	\$850.00	\$1,700.00	\$100.00	\$200.00	\$3,500.00	\$7,000.00
16	Site restoration includes sod of disturbed areas.	1	LS	\$2,000.00	\$2,000.00	\$7,000.00	\$7,000.00	\$500.00	\$500.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00
17	Construction Contingency to be used only with written permission	1	LS	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00

TOTAL ALL BID ITEMS: \$170,760.00 \$192,440.00 \$215,800.00 \$302,600.00 \$347,440.00

Notes:	Bid Bond Included				
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Low Bid Vendor: Leetech Energy Services, LLC.

DELTATEK ENGINEERING
 FIRM REGISTRATION NO. F-4419
 2211 TEXAS DRIVE
 IRVING, TEXAS 75062
 972-255-9500
 bn@deltatekeng.com



Date: 10/19/16

Time: 1:20 pm

Owner/Company: City of Farmersville

Name: Matt Besley

Phone: 254-624-2261

1. Did Leetech Energy Services LLC perform work for the Owner?
Yes. This year.
2. What size and type of project?
½ mile +/- of 8", 10", & 12" Pipe.
3. Did Leetech Energy Services LLC comply with the Plans/Specs?
Yes. No issues.
4. Did Leetech Energy Services LLC complete the project on time?
Yes.
5. How was the office organization in handling the project?
Good but a little slow.
6. Did Leetech Energy Services LLC pay all subs and suppliers?
No subs. No problem with suppliers.
7. Would you use Leetech Energy Services LLC in the future?
Absolutely would.

Date: 10/19/16

Time: 1:45 pm

Owner/Company: Jacob & Martin

Name: Derrick Turner

Phone: 817-594-9880

1. Did Leetech Energy Services LLC perform work for the Owner?
Yes for City of Dublin.
2. What size and type of project?
3,600' of 8" pipe
3. Did Leetech Energy Services LLC comply with the Plans/Specs?
Yes.
4. Did Leetech Energy Services LLC complete the project on time?
Project still active.
5. How was the office organization in handling the project?
They are Ok but a little slow on paperwork.
6. Did Leetech Energy Services LLC pay all subs and suppliers?
To his knowledge.
7. Would you use Leetech Energy Services LLC in the future?
Most likely but waiting on completion for firm commitement.

Date: 10/24/16
Time: 10:20 am

Owner/Company: Roto Rooter of Fort Worth
Name: Ray Tolbert
Phone: 817-829-1271

1. Did Leetech Energy Services LLC perform work for the Owner?
Leetech was subcontractor to Roto Rooter on FWISD project.
2. What size and type of project?
300' of 8"
3. Did Leetech Energy Services LLC comply with the Plans/Specs?
Yes. No issues.
4. Did Leetech Energy Services LLC complete the project on time?
Yes.
5. How was the office organization in handling the project?
Performed well.
6. Did Leetech Energy Services LLC pay all subs and suppliers?
There was one issue with Pipe Supplier that was resolved.
7. Would you use Leetech Energy Services LLC in the future?
Yes.

Date: 10/24/16
Time: 11:05 am

Owner/Company: Utilivate, LLC.
Name: Bob Allison
Phone: 817-219-2717

1. Did Leetech Energy Services LLC perform work for the Owner?
Subcontractor to Utilivate.
2. What size and type of project?
12" pipe \$500,000.00 project.
3. Did Leetech Energy Services LLC comply with the Plans/Specs?
Yes. No issues.
4. Did Leetech Energy Services LLC complete the project on time?
Yes.
5. How was the office organization in handling the project?
OK. Not a lot other than contract as sub.
6. Did Leetech Energy Services LLC pay all subs and suppliers?
N/A
7. Would you use Leetech Energy Services LLC in the future?
Yes.

Date: October 19, 2016

Time: 9:15 am

Owner/Company: Leetech Energy Services

Name: Bryan Henderson

Address: P.O. Box 939

Address: Aledo, Texas 76008

Phone: 817-805-6405

1. Who is Leetech Energy Services LLC and what experience do you have in pipe bursting?
Bryan was formerly with Crown Valley performing pipe bursting projects. Leetech was formed when the oilfield industry was going strong. As that slowed, he started back performing pipeline work including pipe bursting.
2. Are you pleased with your bid?
Yes.
3. How long have you been in business?
10 years as Leetech.
3. Will you be subcontracting a major portion of this project?
No. We have all of our own equipment and crews to perform this project.
4. Are you ready to begin as soon as the project is awarded?
We could start earlier but if possible, would prefer to start following the Holidays.



AGENDA BACKGROUND

AGENDA ITEM: Discuss, direct, and consider action on Resolution 16-29 a resolution of the Town of Pantego, Texas, in support of the application by Cirrus Associates, LLC on behalf of SWC Arkansas & Cooper, LTD to the Texas Commission on Environmental Quality (TCEQ) for a Municipal Settings Designation (MSD) for the properties located at 1000 and 1030 W. Arkansas Lane, Arlington, Texas.

Date: November 14, 2016

PRESENTER:

Matt Fielder, City Manager

BACKGROUND:

Cirrus Associates, LLC, on behalf of SWC Arkansas & Cooper, LTD, has submitted an application for a resolution of support from the Town Council for a Municipal Settings Designation (MSD) for a property located in Arlington near the intersection of Cooper and Arkansas. The property is a former dry cleaner. The Town Engineer has reviewed the data included with the application, and recommends that the Council approve Resolution 16-29.

FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends the approval of Resolution 16-29

ATTACHMENTS:

Resolution 16-29
City of Arlington Ordinance 16-048
MSD Application
Letter from Joyce Stanton, Town Engineer

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

RESOLUTION NO. 16-29

A RESOLUTION OF THE TOWN OF PANTEGO, TEXAS, IN SUPPORT OF THE APPLICATION BY CIRRUS ASSOCIATES, LLC ON BEHALF OF SWC ARKANSAS & COOPER, LTD TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) FOR A MUNICIPAL SETTING DESIGNATION (MSD) FOR THE PROPERTIES LOCATED AT 1000 AND 1030 W. ARKANSAS LANE, SUITE 214, ARLINGTON, TEXAS 76013.

WHEREAS, Texas Health and Safety Code Chapter 361, Subchapter W authorizes the Texas Commission on Environmental Quality (“TCEQ”) to certify Municipal Setting Designations for properties upon receipt and approval of a properly submitted application to TCEQ; and

WHEREAS, as a part of the application to TCEQ for a Municipal Setting Designation, the applicant is required to provide documentation that the application is supported by: (1) the city council of the municipality in which the Site is located, (2) the city council of each municipality with a boundary located not more than one-half mile from the Site, (3) the city council of each municipality that owns or operates groundwater supply well located not more than five miles from Site, and (4) the governing body of each retail public utility, as defined by Section 13.002, Texas Water Code, that owns or operates a groundwater supply well located not more than five miles from the Site; and

WHEREAS, MSD for Cirrus Associates, LLC (the “Applicant”) has approached the City of Arlington (the “City”), Texas, for the City’s support of a Municipal Setting Designation for the property located at 1000 and 1030 W. Arkansas Lane as approved by the City of Arlington in their Ordinance 16-048 (attached); and

WHEREAS, the Town of Pantego owns or operates a groundwater supply well located not more than five miles from the Site; and

WHEREAS, following the adoption of an ordinance by the City of Arlington and each additional municipality and retail public utility for which approval is required, Applicant will submit to TCEQ an application for certification of a Municipal Setting Designation for the Site pursuant to Texas Health and Safety Code, Chapter 361, Subchapter W; and

WHEREAS, Applicant’s environmental consultant has concluded that based on the lateral distance and the presence of regional aquitards between the shallow perched groundwater and potable aquifers, all concentrations are below the adjusted PCLs with an MSD in place.

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

Section 1. the Town Council Supports the Applicant’s application to the TCEQ for certification of a Municipal Setting Designation for the Site.

PASSED AND APPROVED this the 14th day of November 2016, at a regular meeting of the Town Council of the Town of Pantego, Texas, by a vote of __ ayes, __ nays and __ abstentions.

APPROVED:

Melody Paradise, Mayor

ATTEST:

Julie Arrington, Town Secretary

APPROVED AS TO FORM:

James T. Jeffrey, Jr., City Attorney

Ordinance Number 16-048

An ordinance prohibiting the use of and contact with designated groundwater from beneath certain property known as 1000 and 1030 West Arkansas Lane within the City of Arlington, Texas, to facilitate certification of a Municipal Setting Designation of the property by the Texas Commission on Environmental Quality pursuant to the Texas Health and Safety Code; providing for a fine of up to \$2,000 for each violation of the ordinance; providing this ordinance be cumulative; providing for severability, governmental immunity, injunctions, publication and an effective date

WHEREAS, Texas Health and Safety Code Chapter 361, Subchapter W (the “MSD Legislation”) authorizes the Texas Commission on Environmental Quality (TCEQ) to certify Municipal Setting Designations for properties upon receipt and approval of a properly submitted application to TCEQ;

WHEREAS, the Texas Legislature, in enacting the MSD Legislation, found that an action by a municipality to restrict access to or the use of groundwater in support of or to facilitate a Municipal Setting Designation (MSD) advances a substantial and legitimate state interest where the quality of the groundwater subject to the designation is an actual or potential threat to human health;

WHEREAS, as a part of the application process for an MSD, the applicant is required to provide documentation that the property for which designation is sought is subject to an ordinance that prohibits the use of designated groundwater from beneath the property as potable water and that appropriately restricts other uses of and contact with that groundwater;

WHEREAS, as a part of the application process for an MSD, the applicant is required to provide documentation that the property for which designation is sought is supported by an ordinance adopted by this City Council;

WHEREAS, SWC Arkansas & Cooper, Ltd. (the “Applicant”) submitted an application for the City Council to adopt an Ordinance supporting the certification of an MSD for property at 1000 & 1030 West Arkansas Lane and the City staff have reviewed and evaluated the subject MSD application;

WHEREAS, Applicant will submit an application to TCEQ for certification of an MSD for property within the city limits of the City, commonly known as 1000 & 1030 West Arkansas Lane, the legal description of which is set forth in Exhibit “A”, attached hereto and made a part hereof, the “MSD Property”, provided that the ordinance being considered herein is passed;

WHEREAS, the Applicant has certified that:

- 1) the purpose of its application is to conduct environmental investigation, cleanup and restoration activities in a more efficient and cost-effective manner;
- 2) it will seek to obtain a determination from TCEQ that regulatory closure is attained at the MSD Property;
- 3) as part of such application, the Applicant has submitted a statement to TCEQ regarding the type of known contamination in the groundwater beneath the MSD Property; and
- 4) notice of the application for the certification of MSD Property has been provided to each owner of a registered private water well that is located not more than five miles from the boundary of the MSD Property;

WHEREAS, a public drinking water supply system exists that satisfies the requirements of Texas Health and Safety Code Chapter 341 for the MSD Property and property within one-half mile of the MSD Property; and

WHEREAS, after public hearing, the City Council believes that it is in the best interest of the public and the City to facilitate the efforts to secure an MSD and TCEQ closure documentation from the TCEQ by passage of this Ordinance; NOW THEREFORE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ARLINGTON, TEXAS:

1.

THAT all of the declarations and findings contained in the preambles of this Ordinance are made a part hereof and shall be fully effective as a part of the ordained subject matter of this Ordinance.

2.

The City Council finds that it is in the best interest and welfare of the public to facilitate TCEQ's certification of an MSD for the MSD Property, as well as TCEQ closure documentation.

3.

That, upon and after the effective date of this Ordinance, the drilling of wells and the use of designated groundwater for any purpose, including but not limited to any potable purpose, excepting only: (i) wells used as monitoring wells for the collection of groundwater samples for chemical or biological laboratory analysis; and (ii) wells used for the purpose of remediation of soil or groundwater contamination, is hereby prohibited on or from any portion of the MSD Property.

(2)

4.

Within 60 days after receipt of the municipal setting designation certificate from the TCEQ, the Director of the Community Development and Planning shall file a certified copy of this Municipal Setting Designation Ordinance in the deed records of Tarrant County.

5.

Any person, firm, corporation, agent or employee thereof who violates any of the provisions of this ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined an amount not to exceed Two Thousand and No/100 Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

6.

This ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Arlington, and this ordinance shall not operate to repeal or affect any of such other 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 other ordinance or ordinances are hereby repealed.

7.

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional, such holding shall not affect the validity of the remaining portions of this ordinance.

8.

All of the regulations provided in this ordinance are hereby declared to be governmental and for the health, safety and welfare of the general public. Any member of the City Council or any City official or employee charged with the enforcement of this ordinance, acting for the City of Arlington in the discharge of his/her duties, shall not thereby render himself/herself personally liable; and he/she is hereby relieved from all personal liability for any damage that might accrue to persons or property as a result of any act required or permitted in the discharge of his/her said duties.

9.

Any violation of this ordinance can be enjoined by a suit filed in the name of the City of Arlington in a court of competent jurisdiction, and this remedy shall be in addition to any penal provision in this ordinance or in the Code of the City of Arlington.

10.

The caption and penalty clause of this ordinance shall be published in a newspaper of general circulation in the City of Arlington, in compliance with the provisions of Article VII, Section 15, of the City Charter. Further, this ordinance may be published in pamphlet form and shall be admissible in such form in any court, as provided by law.

11.

This ordinance shall become effective immediately upon second publication.

PRESENTED AND GIVEN FIRST READING on the 6th day of September, 2016, at a regular meeting of the City Council of the City of Arlington, Texas; and GIVEN SECOND READING, passed and approved on the 20th day of September, 2016, by a vote of 9 ayes and 0 nays at a regular meeting of the City Council of the City of Arlington, Texas.


W. JEFF WILLIAMS, Mayor

ATTEST:


MARY W. SUPINO, City Secretary

APPROVED AS TO FORM:
TERIS SOLIS, City Attorney

BY 

MSD16-1

EXHIBIT "A"
PROPERTY DESCRIPTION

BEING ALL THAT CERTAIN LOT, TRACT OR PARCEL OF LAND SITUATED IN THE CITY OF ARLINGTON, TARRANT COUNTY, TEXAS AND BEING LOT 96R-3 OF LOTS 96R-1, 96R-2 AND 96R-3 OF THE A. NEWTON ADDITION, ACCORDING TO THE REVISED PLAT THEREOF RECORDED IN CABINET A AT PAGE 472 OF THE PLAT RECORDS OF TARRANT COUNTY, TEXAS AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT 5/8" IRON ROD FOUND IN THE SOUTH LINE OF ARKANSAS LANE (100 FOOT RIGHT-OF-WAY), SAME BEING THE MOST NORTHERLY NORTHEAST CORNER OF SAID LOT 96R-3;

THENCE SOUTH 39° 05' 22" EAST ALONG THE CUT-OFF LINE FOR COOPER STREET (F.M. ROAD NO. 157) FOR A DISTANCE OF 45.06 FEET TO A 5/8" IRON ROD FOUND FOR CORNER IN THE NORTHWESTERLY LINE OF COOPER STREET (F.M. ROAD NO. 157, A 110 FOOT RIGHT-OF-WAY AT THIS POINT);

THENCE SOUTH 31° 58' 10" WEST ALONG THE NORTHWESTERLY LINE OF SAID COOPER STREET FOR A DISTANCE OF 87.00 FEET TO A 5/8" IRON ROD FOUND FOR CORNER;

THENCE 58° 01' 50" WEST AND CONTINUING ALONG SAID NORTHWESTERLY LINE OF SAID COOPER STREET FOR A DISTANCE OF 5.00 FEET TO A 5/8" IRON ROD FOUND FOR CORNER;

THENCE SOUTH 31° 58' 10" WEST AND CONTINUING ALONG SAID NORTHWESTERLY LINE OF COOPER STREET FOR A DISTANCE OF 419.23 FEET TO A 5/8" IRON ROD FOUND FOR CORNER, SAME BEING NORTH 89° 44' 40" WEST A DISTANCE OF 5.88 FEET FROM THE NORTHEASTERLY CORNER OF LOT 51 OF THE A. NEWTON ADDITION AS RECORDED IN VOLUME 388-127 AT PAGE 12 OF THE MAP RECORDS OF TARRANT COUNTY, TEXAS;

THENCE NORTH 89° 44' 40" WEST ALONG THE SOUTH LINE OF SAID LOT 96R-3 AND BEING COMMON TO THE NORTH LINE OF SAID LOT 51 FOR A DISTANCE OF 237.77 FEET TO A 5/8" IRON ROD FOUND FOR THE SOUTHWEST CORNER OF LOT 96R-3, SAME BEING THE SOUTHEAST CORNER OF LOT 96R-1 OF LOTS 96R-1, 96R-2 AND 96R-3 OF THE A. NEWTON ADDITION;

THENCE NORTH 00° 00' 40" EAST AND ALONG THE COMMON LINE OF LOTS 96R-3 AND 96R-1 FOR A DISTANCE OF 134.12 FEET TO THE CORNER OF BUILDING FOR CORNER;

THENCE NORTH 89° 59' 20" WEST AND CONTINUING ALONG THE COMMON LINE OF LOTS 96R-3 AND 96R-1 FOR A DISTANCE OF 46.39 FEET TO AN "X" IN CONCRETE FOUND FOR CORNER;

THENCE NORTH 00° 00' 40" EAST AND CONTINUING ALONG THE COMMON LINE OF LOTS 96R-3 AND 96R-1 FOR A DISTANCE OF 46.39 FEET TO AN "X" IN CONCRETE FOUND FOR CORNER;

THENCE NORTH 89° 59' 20" EAST FOR A DISTANCE OF 211.88 FEET AND CONTINUING ALONG THE COMMON LINE OF LOTS 96R-3 AND 96R-1 TO AN "X" IN CONCRETE FOUND FOR CORNER;

THENCE NORTH 00° 00' 40" EAST AND CONTINUING ALONG THE COMMON LINE OF LOTS 96R-3 AND 96R-1 FOR A DISTANCE OF 279.04 FEET TO A 5/8" FOUND FOR THE NORTHWEST CORNER OF SAID LOT 96R-3 AND BEING IN THE SOUTH LINE OF THE AFORESAID ARKANSAS LANE;

THENCE NORTH 89° 44' 50" EAST ALONG THE SOUTH LINE OF SAID ARKANSAS LANE FOR A DISTANCE OF 274.43 FEET TO THE **PLACE OF BEGINNING AND CONTAINING 2.7080 ACRES OF LAND, MORE OR LESS.**



CIRRUS ASSOCIATES, LLC

PHONE 972-680-8555
FAX 972-680-9455

600 S. SHERMAN STREET, SUITE 102
RICHARDSON, TEXAS 75081

July 13, 2016

Ms. Sarah Stubblefield
Strategic Planner
City of Arlington, Community Development & Planning
101 West Abram Street
Arlington, Texas 76010
Email: Sarah.stubblefield@arlingtontx.gov

RE: MSD Application

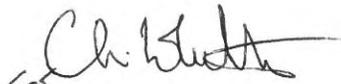
1000 and 1030 W. Arkansas Lane, Suite 214
Arlington, Texas 76013

Dear Ms. Stubblefield:

Please find enclosed three (3) hard copies and one (1) electronic copy on CD of the municipal settings designation (MSD) application for the above referenced property and a check for \$1,000.00 for the application fee. Also included are a set of printed mailing labels and electronic file with the names and addresses of persons listed in Subsection B(7) of the MSD Application.

We appreciate your assistance with this project. Please contact us in the office at 972-680-8555 with any questions.

Sincerely,
Cirrus Associates, LLC



Dick Record, P.G.
Senior Environmental Geologist



Chris Whittington
Environmental Geologist

cc: SWC Arkansas & Cooper, LTD
Jill A. Kotvis, P.C.

Municipal Setting Designation Application

**1000 and 1030 W. Arkansas Lane
Arlington, Texas, 76013**

Cirrus Project No. 02-003012

PREPARED FOR:

City of Arlington
101 W. Abram Street
Arlington, Texas 76010

July 2016



Cirrus Associates, LLC™

*Texas Registered
GeoScience Firm No. 50149*

Project No. 02-003012

Dallas Office
600 S. Sherman St.
Suite 102
Richardson, Texas 75081
(972) 680-8555

Houston Office
11757 Katy Freeway
Suite 101
Houston, Texas 77079
(281) 854-2383



APPLICATION FOR MUNICIPAL SETTING DESIGNATION (MSD)

MSD applications are submitted to:
Community Development and Planning
101 West Abram Street ★ Arlington, Texas 76010
(Phone) 817-459-6502 ★ (Fax) 817-459-6671
PlanningDevelopment@arlingtontx.gov

Date of Application: _____

Site Address(es): _____

APPLICANT INFORMATION

Applicant Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ - _____

Work Phone: (____) _____ Mobile Phone: (____) _____ E-mail: _____

Licensed Professional Preparing the Application: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ - _____

Work Phone: (____) _____ Mobile Phone: (____) _____ E-mail: _____

Type of License Held: _____

PROPERTY OWNER INFORMATION

Property Owner Name(s): _____

Corporation / Partnership

Company Agent to Receive Notice: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ - _____

Work Phone: (____) _____ Mobile Phone: (____) _____ E-mail: _____

FOR MULTIPLE OWNERS OR APPLICANTS; ATTACH ADDITIONAL PAGE(S) TO THIS APPLICATION.

MUNICIPAL SETTING DESIGNATION APPLICATION CHECKLIST (per Ord. No. 06-089):

Applicant must submit three (3) complete copies of the following at the time of filing this application. Submit two printed copies and one in an acceptable electronic format. Exhibits shall be labeled and saved individually on the electronic copies.

- Exhibit A:** Identification of the person(s) responsible for the groundwater contamination, if known.
- Exhibit B:** Statement as to whether a public drinking water supply system exists that satisfies the requirements of Texas Health and Safety Code Chapter 341 and supplies, or is capable of supplying, drinking water to the area for which the MSD is sought, to include property within one-half mile of the proposed MSD.
- Exhibit C:** Description of groundwater to be restricted, including the identified Chemical(s) of Concern (COC) therein and their levels, as known to the applicant. Also, identify the vertical and horizontal extent of the contamination. If the application has not documented groundwater contamination off-site that originates from the proposed MSD, the application shall include a statement as to whether contamination more likely than not exceeds a residential assessment level off-site and the basis for that statement.
- Exhibit D:** A drawing where the COC plume is in relation to surface property lines.
- Exhibit E:** A site map, drawn to scale, including a metes and bounds description of the proposed MSD area, the boundary of the proposed MSD area, the location of groundwater on the proposed MSD area, and the extent of groundwater contamination to the limits that it has been defined. The map shall include a statement by a professional land surveyor registered by the Texas Board of Professional Surveying attesting to the accuracy of the metes and bounds description.
- Exhibit F:** A listing of:
 - a. All state registered private water wells within five (5) miles from the boundary of the area for which the designation is sought, including a notation of those wells that are used for potable water purposes (if known), and a statement as to whether the application has provided the owners with notice as provided in Texas Health and Safety Code Section 361.805.
 - b. Each retail public utility, as that term is defined in the Texas Water Code, that owns or operates a groundwater supply well located not more than five (5) miles from the proposed MSD, and a statement as to whether the applicant has provided the retail public utilities with notice as provided in Texas Health and Safety Code Section 361.805.
 - c. Each municipality, other than the City of Arlington, with a boundary located not more than one-half (1/2) mile from the area for which the MSD is sought; or that owns or operates a groundwater supply well located not more than five (5) miles from the area for which the MSD is sought; and a statement as to whether the application has provided the municipalities with notice as provided in Texas Health and Safety Code Section 361.805.
- Exhibit G (if applicable):** Any other information that the Director deems pertinent.
- All applications shall be accompanied by:**
 - a. A set of printed mailing labels with the names and addresses of persons listed in Subsection (B) (7) of the Ordinance.
 - b. An electronic file of the names and addresses of persons listed in Subsection (B) (7) of the Ordinance, in a format acceptable to the Director and compatible with City information systems.
 - c. A nonrefundable application \$1,000 fee and any applicable Tarrant County recording fees.

AN APPLICANT MAY WITHDRAW AN APPLICATION ONLY IN WRITING BY LETTER SENT CERTIFIED MAIL, RETURN RECEIPT REQUESTED, TO THE DIRECTOR, AND SHALL FORFEIT APPLICATION FEES. IF PUBLIC NOTICE IS NOT ISSUED PRIOR TO THE RECEIPT OF THE LETTER, THE APPLICANT MAY REAPPLY AT ANY TIME. IF PUBLIC NOTICE WAS ISSUED, A NEW APPLICATION IS SUBJECT TO THE LIMITATIONS OF SECTION 11.09 OF THE ORDINANCE.

Exhibit A

“Identification of the person(s) responsible for the groundwater contamination, if known.”

The soil and groundwater impacts at the Site are the result of the operations associated with the former Park Avenue Cleaners and Wright Nice Cleaners dry cleaning facilities that operated at 1030 W. Arkansas Lane, Suite 214 in Arlington, Texas from 1988 to circa 2003 and 1985 to 1988, respectively. Park Avenue Cleaners was identified on the Texas Commission on Environmental Quality’s (TCEQ) central registry database as customer number CN600402192 and was listed in the industrial hazardous waste (IHW) database (inactive).



Exhibit B

“Statement as to whether a public drinking water supply system exists that satisfies the requirements of Texas Health and Safety Code Chapter 341 and that supplies, or is capable of supplying drinking water to the area for which the MSD is sought, to include property within one-half mile of the proposed MSD.”

The City of Arlington has confirmed that the site and residences and businesses within 0.5-mile of the site are supplied or capable of supplying with city water. A Water Availability Letter dated June 22, 2016 from the City of Arlington is included as Attachment B for reference.



Chris Whittington

From: City of Arlington - Open Records <ArlingtonTX@mycusthelp.net>
Sent: Wednesday, June 22, 2016 4:50 PM
To: Chris Whittington
Subject: Open Records Request :: W027821-062116

--- Please respond above this line ---

06/22/2016

Chris Whittington
600 S. Sherman Street
Richardson, TX 75081

RE: Water Availability Letter (1000 W. Arkansas - MSD)

Dear Chris Whittington,

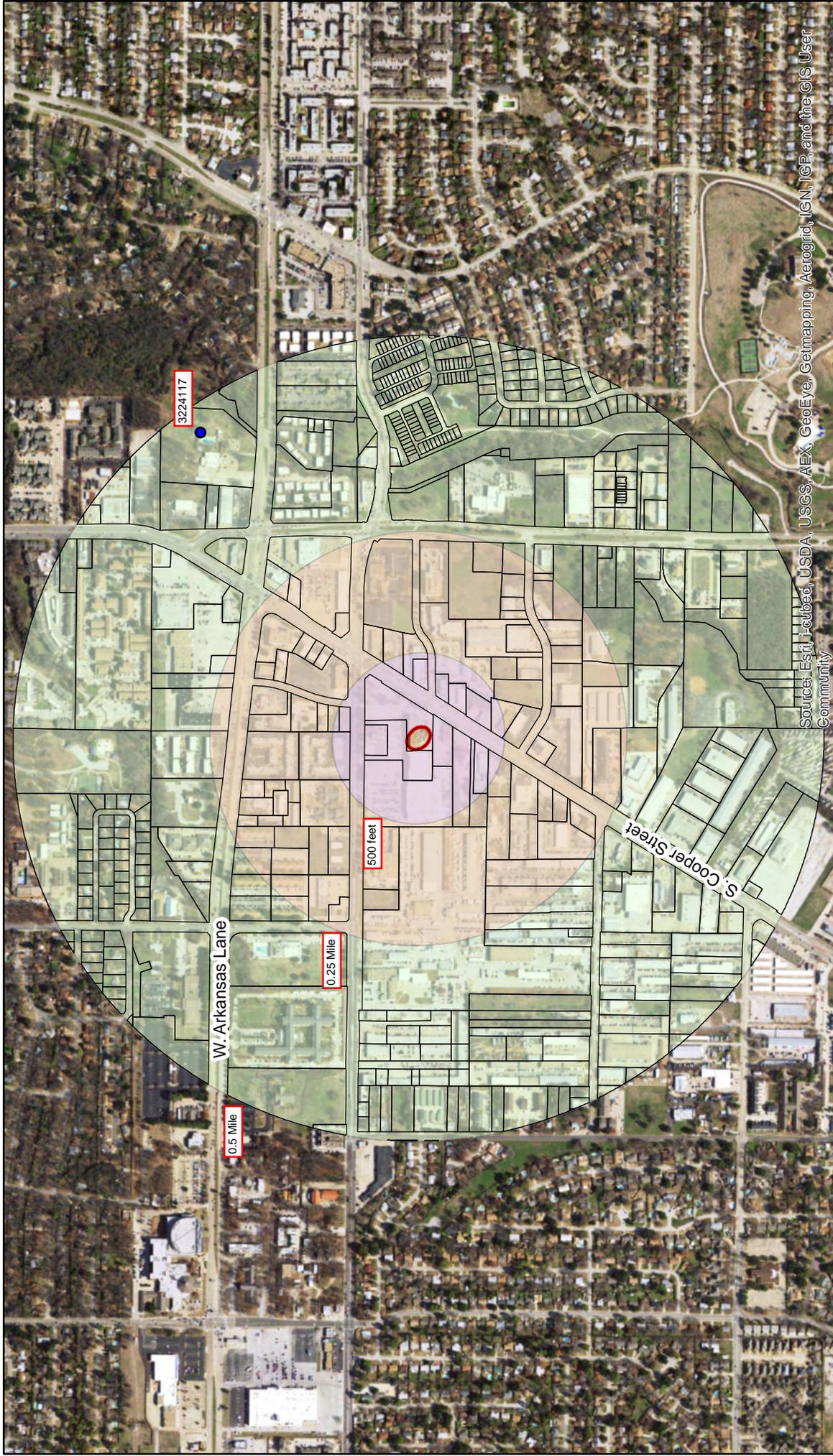
The City of Arlington has a public drinking water supply system that meets the Texas Commission on Environmental Quality's requirements that "supplies or is capable of supplying drinking water" to the above referenced proposed MSD property and all properties within one-half mile of the proposed MSD property. This does not include properties outside the City of Arlington limits. Please feel free to contact me with any additional questions.

Sincerely,

Joe Gildersleeve
Water Utilities

Under the Texas Public Information Act you have the right to request access for inspection or copies of the requested records. Failure to make

arrangements for inspection or payment for copies by the 30th day after notice of their availability will result in the closure of your request.



Source: Esri, i-cubed, USDA, USGS, AEX, GeoEye, Getmapping, Aerogrid, IGN, IGP, and the GIS User Community

Source

Water Well



1000 & 1030 W. Arkansas Lane
Arlington, TX

Project No. 02-003012 June 2016

Figure 1
0.5-Mile Buffer Map



Cirrus Associates, LLC
600 South Sherman Street, Suite 102
Richardson, Texas 75081

Exhibit C

“Description of the groundwater to be restricted, including the identified chemicals of concern therein and the levels of contamination known to the applicant, and the identified vertical and horizontal extent of the contamination. If the application has not documented groundwater contamination offsite that originates from the proposed MSD, the application shall include a statement as to whether contamination more likely than not exceeds a residential assessment level offsite and the basis for the statement.”

The groundwater beneath the site in the upper 50 feet is to be restricted. The affected groundwater beneath the site is the shallow groundwater bearing unit which extends from near surface to approximately 30 feet beneath the site. Hard gray clay and gray weathered shale initially encountered at approximately 23 feet to 28 feet beneath ground surface (bgs) is acting as an aquitard and preventing vertical migration of groundwater contaminants.

The groundwater has dissolved tetrachloroethene (PCE), trichloroethene (TCE), cis-1,2-dichloroethene (cis-1,2-DCE), trans-1,2-dichloroethene (trans-1,2-DCE) and/or vinyl chloride above Tier 1 ^{GW}GW_{ING} PCLs in monitoring wells MW-1, MW-3, MW-6 and MW-10 within and southeast of the former cleaners. Wells outside of this area are below the residential PCLs and provide lateral delineation.

All concentrations are below the adjusted PCLs with an MSD in place.



*1000 and 1030 W. Arkansas Lane
Arlington, Texas 76013*

Exhibit D

“Drawing where plume is in relation to property lines.”

Please see attached Figure 2.





Source: Esri, DeLubed, USDA, USGS, AEX, GeoEye, Getmapping, Aerogrid, IGN, IGP, and the GIS User Community

Source

- Monitor Well Location
- Plugged and Abandoned Monitor Well Location
- Affected Groundwater above Texas Risk Reduction Program (TRRP) Tier 1 Residential $^{gw}GW_{ing}$ PCLs



1000 & 1030 W. Arkansas Lane
Arlington, Texas

Project No. 02-003012 June 2016

Figure 2
Affected Groundwater Map



Cirrus Associates, LLC
600 South Sherman Street, Suite 102
Richardson, Texas 75081

Exhibit E

“A site map, drawn to scale, including a metes and bounds description of the proposed MSD area, the boundary of the Proposed MSD area, the location of groundwater on the proposed MSD area and the extent of groundwater contamination to the limits that it has been defined. The map shall include a statement by a professional land surveyor registered by the Texas Board of Professional Surveying attesting to the accuracy of the metes and bounds description.”

Please see attached Survey.



Exhibit F

a. “All state registered private wells within five (5) mile from the boundary of the area for which the designation is sought, including a notation of those well that are used for potable water purposes (if known), and a statement as to whether the application (sic) has provided the owners with notice as provided in Texas Health and Safety Code Section 361.805. “

See the attached *5-mile MSD Report, 1000 and 1030 W. Arkansas Lane, Arlington, Tarrant County, Texas 76011, Geosearch, 6/20/2016*. This 5-mile report includes a listing of all the state registered private wells within 5-miles of the site.

See the attached Table 1-Registered Water Wells within a 5-Mile Radius, which is a listing of all state registered private wells within a 5-mile radius of the proposed MSD area. This table provides the well identification number, database from which the well was identified, the GPS location, distance to proposed MSD area, registered well use, and the current well owner name and address.

The City of Arlington MSD Program specifies that notice will be provided by the City utilizing the mailing labels provided by the applicants as part of this application. In concurrence with the MSD submittal to the City of Arlington, Cirrus will provide notifications to registered well owners listed in Table 1.

b. “Each retail public utility, as that term is defined in the Texas Water Code, that owns or operates a groundwater supply well located not more than five miles from the proposed MSD, and a statement as to whether the applicant has provided the retail public utilities with notice as provided in Texas Health and Safety Code Section 361.805.”

See the attached the *Water Utility Database (WUD) Report of Groundwater Wells, 1000 and 1030 W. Arkansas Lane, Arlington, Tarrant County, Texas 76011, GeoSearch, 6/20/2016*. This report lists three (3) retail public utilities with a total of nine (9) operable groundwater wells within five (5) miles of the Site. Cirrus will provide notifications to registered Retail Public Utilities listed in Table 2.

c. “Each municipality, other than the City of Arlington with a boundary located not more than one-half (1/2) mile from the area for which the MSD is sought; or that owns or operates a groundwater supply well located not more than five (5) miles from the area for which the MSD is sought; and a statement as to whether the application has provided the municipalities with notice as provided in Texas Health and Safety Code Section 361.805.

There are no municipalities located within ½ mile of the MSD area. The following municipalities operate a groundwater supply well within five (5) miles of the MSD property: Dalworthington Gardens, Town of Pantego, and City of Grand Prairie. These entities are being notified under “Item b.” above.



**5-MILE WATER WELL DATABASE NOT
INCLUDED IN THIS REPORT DUE TO
SIZE**





Water Utility Database (WUD) Report of Groundwater Wells

<http://www.geo-search.net/QuickMap/index.htm?DataID=Standard0000146996>

Click on link above to access the map and satellite view of current property

Target Property:

***Former Park Avenue Cleaners
1000 W Arkansas Ln
Arlington, Tarrant County, Texas 76013***

Prepared For:

Cirrus Associates-Richardson

Order #: 67631

Job #: 146996

Project #: 02-003012

Date: 06/20/2016

TARGET PROPERTY SUMMARY

Former Park Avenue Cleaners
1000 W Arkansas Ln
Arlington, Tarrant County, Texas 76013

USGS Quadrangle: **Arlington, TX**
Target Property Geometry: **Area**

Target Property Longitude(s)/Latitude(s):
(-97.117768, 32.706246), (-97.117869, 32.706336), (-97.122475, 32.706373), (-97.122489, 32.705716),
(-97.121107, 32.705706), (-97.121112, 32.705095), (-97.120096, 32.705097), (-97.118639, 32.705085),
(-97.117768, 32.706246)

County/Parish Covered:
Dallas (TX), Tarrant (TX)

Zipcode(s) Covered:
Arlington TX: 76001, 76002, 76006, 76010, 76011, 76012, 76013, 76014, 76015, 76016, 76017, 76018, 76019
Fort Worth TX: 76112, 76118, 76119, 76120
Grand Prairie TX: 75050, 75051, 75052

State(s) Covered:
TX

***Target property is located in Radon Zone 3.**
Zone 3 areas have a predicted average indoor radon screening level less than 2 pCi/L
(picocuries per liter).

Disclaimer - The information provided in this report was obtained from a variety of public sources. GeoSearch cannot ensure and makes no warranty or representation as to the accuracy, reliability, quality, errors occurring from data conversion or the customer's interpretation of this report. This report was made by GeoSearch for exclusive use by its clients only. Therefore, this report may not contain sufficient information for other purposes or parties. GeoSearch and its partners, employees, officers and independent contractors cannot be held liable for actual, incidental, consequential, special or exemplary damages suffered by a customer resulting directly or indirectly from any information provided by GeoSearch.

DATABASE FINDINGS SUMMARY

DATABASE	ACRONYM	LOCA- TABLE	UNLOCA- TABLE	SEARCH RADIUS (miles)
STATE (TX)				
WATER UTILITY DATABASE	WUD	9	0	5.0000
SUB-TOTAL		9	0	

TOTAL		9	0	
-------	--	---	---	--



www.geo-search.com · phone: 888-396-0042 · fax: 512-472-9967

LOCATABLE DATABASE FINDINGS

ACRONYM	SEARCH RADIUS (miles)	TP/AP (0 - 0.02)	1/8 Mile (> TP/AP)	1/4 Mile (> 1/8)	1/2 Mile (> 1/4)	1 Mile (> 1/2)	> 1 Mile	Total
STATE (TX)								
WUD	5.000	0	0	0	0	0	9	9
SUB-TOTAL		0	0	0	0	0	9	9

TOTAL		0	0	0	0	0	9	9
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NOTES:

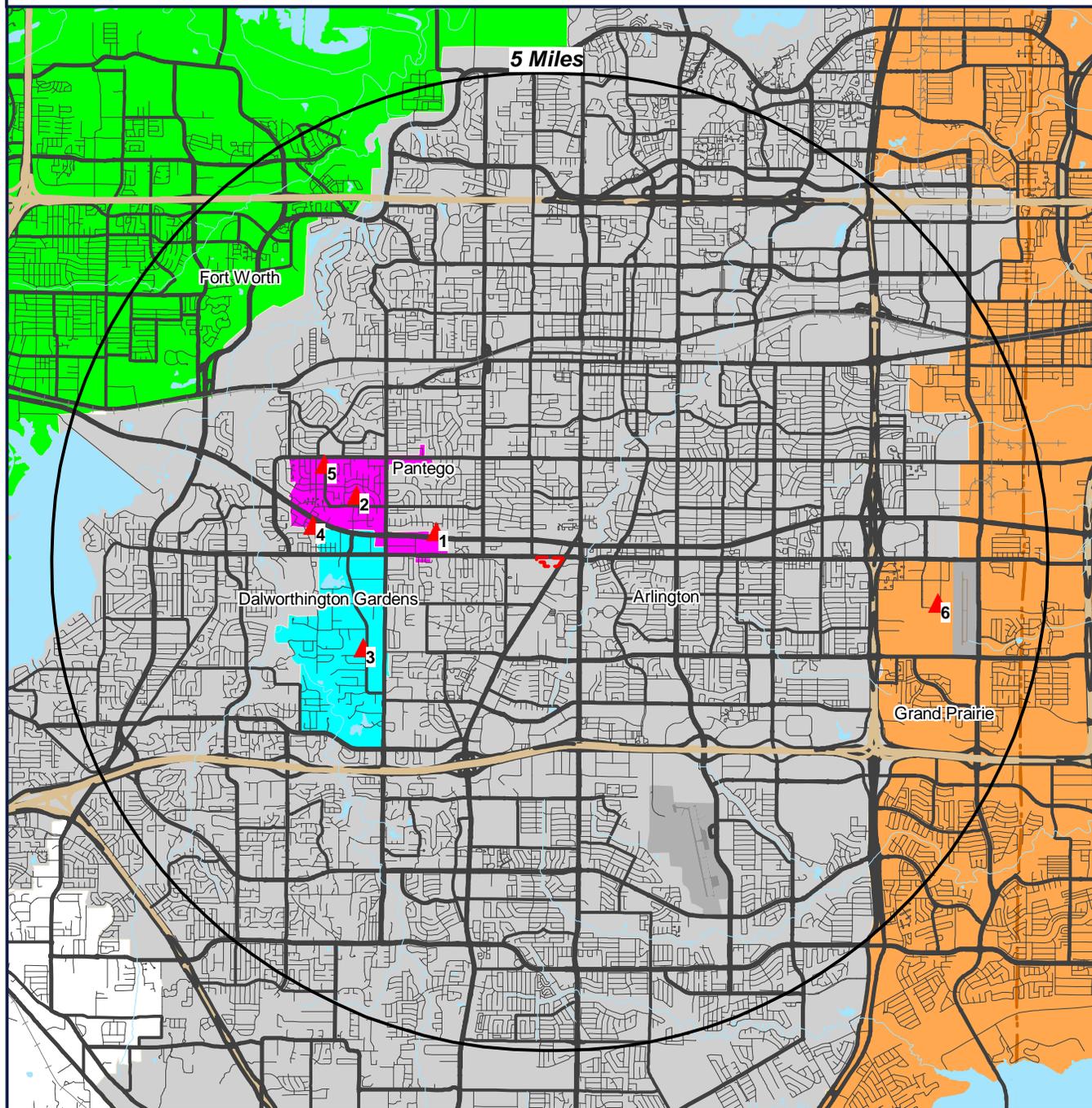
NS = NOT SEARCHED

TP/AP = TARGET PROPERTY/ADJACENT PROPERTY



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WATER UTILITY DATABASE (WUD) SITE MAP



 Target Property (TP)
 WUD

Former Park Avenue Cleaners
1000 W Arkansas Ln
Arlington, Texas
76013



0' 4250' 8500' 12750'
SCALE: 1" = 8500'

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REPORT SUMMARY OF LOCATABLE SITES

MAP ID#	DATABASE NAME	SITE ID#	DISTANCE FROM SITE	SITE NAME	ADDRESS	CITY, ZIP CODE	PAGE #
1	WUD	13565	1.080 W	TOWN OF PANTEGO	W PIONEER PKWY	PANTEGO, 76013	1
2	WUD	13564	1.970 W	TOWN OF PANTEGO	1702 DICKERSON	PANTEGO, 76013	2
2	WUD	13563	1.970 W	TOWN OF PANTEGO	1702 DICKERSON	PANTEGO, 76013	3
3	WUD	13546	2.030 SW	CITY OF DALWORTHINGTON GARDENS	2600 ROOSEVELT DR	ARLINGTON, 76016	4
3	WUD	13545	2.030 SW	CITY OF DALWORTHINGTON GARDENS	2600 ROOSEVELT DR	ARLINGTON, 76016	5
4	WUD	13566	2.360 W	TOWN OF PANTEGO	3524 SMITH BARRY RD	PANTEGO, 76013	6
4	WUD	13568	2.360 W	TOWN OF PANTEGO	3524 SMITH BARRY RD	PANTEGO, 76013	7
5	WUD	13567	2.410 W	TOWN OF PANTEGO	NORA DR	PANTEGO, 76013	8
6	WUD	3808	3.950 E	CITY OF GRAND PRAIRIE	2810 SAFRAN DR	GRAND PRAIRIE, 75052	9



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WATER UTILITY DATABASE (WUD)

MAP ID# 1

Distance from Property: 1.08 mi. W

PWSID: 2200066
SOURCE ID: G2200066C
UTILITY NAME: TOWN OF PANTEGO
DATE DRILLED: 03/00/1966
SCREEN BOTTOM: 1,653.00'
SCREEN TOP: 1,533.00'

GALLONS
PER MINUTE: 293
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10070
LONGITUDE: -97.140278000
LATITUDE: 32.709983000

OWNER'S NAME: TOWN OF PANTEGO
ADDRESS: 1614 S BOWEN RD
CITY: PANTEGO STATE: TX ZIP CODE: 760133336

WATER UTILITY DATABASE (WUD)

MAP ID# 2

Distance from Property: 1.97 mi. W

PWSID: 2200066
SOURCE ID: G2200066B
UTILITY NAME: TOWN OF PANTEGO
DATE DRILLED: 04/30/1959
SCREEN BOTTOM: 1,551.00'
SCREEN TOP: 1,471.00'

GALLONS
PER MINUTE: 99
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10070
LONGITUDE: -97.154422000
LATITUDE: 32.715597000

OWNER'S NAME: TOWN OF PANTEGO
ADDRESS: 1614 S BOWEN RD
CITY: PANTEGO STATE: TX ZIP CODE: 760133336

WATER UTILITY DATABASE (WUD)

MAP ID# 2

Distance from Property: 1.97 mi. W

PWSID: 2200066
SOURCE ID: G2200066A
UTILITY NAME: TOWN OF PANTEGO
DATE DRILLED: 00/00/1956
SCREEN BOTTOM: 803.00'
SCREEN TOP: 747.00'

GALLONS
PER MINUTE: 43
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10070
LONGITUDE: -97.154311000
LATITUDE: 32.715595000

OWNER'S NAME: TOWN OF PANTEGO
ADDRESS: 1614 S BOWEN RD
CITY: PANTEGO STATE: TX ZIP CODE: 760133336

WATER UTILITY DATABASE (WUD)

MAP ID# 3

Distance from Property: 2.03 mi. SW

PWSID: 2200047
SOURCE ID: G2200047C
UTILITY NAME: CITY OF DALWORTHINGTON GARDENS
DATE DRILLED: 06/24/2003
SCREEN BOTTOM: 790.00'
SCREEN TOP: 670.00'

GALLONS
PER MINUTE: 100
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10078
LONGITUDE: -97.153175000
LATITUDE: 32.692616000

OWNER'S NAME: CITY OF DALWORTHINGTON GARDENS
ADDRESS: 2600 ROOSEVELT DR
CITY: ARLINGTON STATE: TX ZIP CODE: 760165809



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WATER UTILITY DATABASE (WUD)

MAP ID# 3

Distance from Property: 2.03 mi. SW

PWSID: 2200047
SOURCE ID: G2200047B
UTILITY NAME: CITY OF DALWORTHINGTON GARDENS
DATE DRILLED: 11/00/1965
SCREEN BOTTOM: 1,630.00'
SCREEN TOP: 1,460.00'

GALLONS
PER MINUTE: 250
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10078
LONGITUDE: -97.153259000
LATITUDE: 32.692680000

OWNER'S NAME: CITY OF DALWORTHINGTON GARDENS
ADDRESS: 2600 ROOSEVELT DR
CITY: ARLINGTON STATE: TX ZIP CODE: 760165809

WATER UTILITY DATABASE (WUD)

MAP ID# 4

Distance from Property: 2.36 mi. W

PWSID: 2200066
SOURCE ID: G2200066D
UTILITY NAME: TOWN OF PANTEGO
DATE DRILLED: 06/07/1969
SCREEN BOTTOM: 1,560.00'
SCREEN TOP: 1,374.00'

GALLONS
PER MINUTE: 295
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10070
LONGITUDE: -97.162122000
LATITUDE: 32.710967000

OWNER'S NAME: TOWN OF PANTEGO
ADDRESS: 1614 S BOWEN RD
CITY: PANTEGO STATE: TX ZIP CODE: 760133336

WATER UTILITY DATABASE (WUD)

MAP ID# 4

Distance from Property: 2.36 mi. W

PWSID: 2200066
SOURCE ID: G2200066F
UTILITY NAME: TOWN OF PANTEGO
DATE DRILLED: 09/00/1982
SCREEN BOTTOM: 762.00'
SCREEN TOP: 630.00'

GALLONS
PER MINUTE: 45
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10070
LONGITUDE: -97.162292000
LATITUDE: 32.710875000

OWNER'S NAME: TOWN OF PANTEGO
ADDRESS: 1614 S BOWEN RD
CITY: PANTEGO STATE: TX ZIP CODE: 760133336

WATER UTILITY DATABASE (WUD)

MAP ID# 5

Distance from Property: 2.41 mi. W

PWSID: 2200066
SOURCE ID: G2200066E
UTILITY NAME: TOWN OF PANTEGO
DATE DRILLED: 07/00/1982
SCREEN BOTTOM: 778.00'
SCREEN TOP: 670.00'

GALLONS
PER MINUTE: 111
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - PERMANENT
CCN: 10070
LONGITUDE: -97.160058000
LATITUDE: 32.719989000

OWNER'S NAME: TOWN OF PANTEGO
ADDRESS: 1614 S BOWEN RD
CITY: PANTEGO STATE: TX ZIP CODE: 760133336



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WATER UTILITY DATABASE (WUD)

MAP ID# 6

Distance from Property: 3.95 mi. E

PWSID: 0570048
SOURCE ID: G0570048I
UTILITY NAME: CITY OF GRAND PRAIRIE
DATE DRILLED: 01/01/1974
SCREEN BOTTOM: 1,948.00'
SCREEN TOP: 1,795.00'

GALLONS
PER MINUTE: 800
WELL STATUS: ACTIVE
WATER USAGE: ACTIVE - SEASONAL
CCN: 10105
LONGITUDE: -97.051460000
LATITUDE: 32.699711000

OWNER'S NAME: CITY OF GRAND PRAIRIE
ADDRESS: PO BOX 534045
CITY: GRAND PRAIRIE STATE: TX ZIP CODE: 750534045



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ENVIRONMENTAL RECORDS DEFINITIONS - STATE (TX)

WUD Water Utility Database

VERSION DATE: 2/2011

The Water Utility Database is defined as a collection of data from Texas Water Districts, Public Drinking Water Systems and Water and Sewer Utilities who submit information to the TCEQ. This database is an integrated database designed and developed to replace over 160 stand alone legacy systems representing over 5 million records of the former Texas Water Commission and the Texas Department of Health.



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Table 2

Reclabel	Well Identification Number	Longitude	Latitude	Distance to Site	Direction to Site	Current Owner	Mailing Address	City	State	Zip	Source	Water Usage
TXWUD	13565	-97.140278	32.709983	1.08	W	TOWN OF PANTEGO	1614 S BOWEN RD	PANTEGO	TX	760133336	WUD	ACTIVE - PERMANENT
TXWUD	13564	-97.15435	32.71551	1.97	W	TOWN OF PANTEGO	1614 S BOWEN RD	PANTEGO	TX	760133336	WUD	ACTIVE - PERMANENT
TXWUD	13563	-97.15434	32.71551	1.97	W	TOWN OF PANTEGO	1614 S BOWEN RD	PANTEGO	TX	760133336	WUD	ACTIVE - PERMANENT
TXWUD	13546	-97.153175	32.692616	2.03	SW	CITY OF DALWORTHINGTON GARDENS	2600 ROOSEVELT DR	ARLINGTON	TX	760165809	WUD	ACTIVE - PERMANENT
TXWUD	13545	-97.153175	32.692616	2.03	SW	CITY OF DALWORTHINGTON GARDENS	2600 ROOSEVELT DR	ARLINGTON	TX	760165809	WUD	ACTIVE - PERMANENT
TXWUD	13566	-97.162122	32.710967	2.36	W	TOWN OF PANTEGO	1614 S BOWEN RD	PANTEGO	TX	760133336	WUD	ACTIVE - PERMANENT
TXWUD	13568	-97.162122	32.710967	2.36	W	TOWN OF PANTEGO	1614 S BOWEN RD	PANTEGO	TX	760133336	WUD	ACTIVE - PERMANENT
TXWUD	13567	-97.160058	32.719989	2.41	W	TOWN OF PANTEGO	1614 S BOWEN RD	PANTEGO	TX	760133336	WUD	ACTIVE - PERMANENT
TXWUD	3808	-97.051269	32.699267	3.95	E	CITY OF GRAND PRAIRIE	PO BOX 534045	GRAND PRAIRIE	TX	750534045	WUD	ACTIVE - SEASONAL



October 27, 2016

Mr. Matt Fielder
City Manager
Town of Pantego
1614 S. Bowen Road
Pantego, Texas 76013

Re: **Municipal Settings Designation**
1000 and 1030 W Arkansas Lane
Arlington, Texas 76011

Dear Mr. Fielder,

The Municipal Settings Designation (MSD) application submitted by Cirrus Associate, LLC has been reviewed for recommendation on whether to issue a Resolution of Support for designating the subject site as an MSD in the City of Arlington, thus restricting the use of ground water from the site. The application identifies six wells located in the Town of Pantego as identified in the table below. The application does not identify the many private wells that are located in the Town.

Map ID #		Well Site Location	Distance From Property	Well Type
1	G2200066C/ TWD 32-23-306	2009 W Pioneer Pkwy	1.08 mi. W	Public Supply
2 (2 wells)	G2200066A/B TWD 32-23-304/305	1702 Dickerson Drive	1.97 mi. W	Public Supply
4 (2 wells)	G2200066F	3524 Smith Barry Rd	2.36 mi. W	Public Supply
5	G2200066E TWD 32-23-313	Nora Drive	2.41 mi. W	Public Supply

The report presented in the application states that there is no concern of ground water contamination to Town of Pantego due to naturally occurring hard clay and shale aquitards which prevent the migration of ground water contaminants. Based on this information presented by the environmental geologists of record and the location of this MSD, I recommend issuance of a Resolution of Support for City of Arlington Ordinance Number 16-048 which was approved September 20, 2016. Feel free to contact me at 817-275-3361 or via email at jstanton@dterry.com with any questions or concerns.

Sincerely,
Di Sciullo-Terry, Stanton & Associates, Inc.



Joyce P. Stanton, P.E., RPLS



AGENDA BACKGROUND

AGENDA ITEM: Consider action on the first and final reading on an ordinance amending the Fiscal Year 2015-2016 Adopted Budget; and declaring an effective date.

DATE: November 14, 2016

PRESENTERS: Matthew Fielder, City Manager
Karen Hollingsworth, Finance Director

BACKGROUND:

Certain material assets and project expenditures in the Fiscal Year 2015-2016 Adopted Budget need to be recognized. In addition, transfers between certain funds need to be recognized in the budget to reflect actual activity. These changes are considered material and should be reflected in the fiscal year budget through a budget amendment.

FISCAL IMPACT:

A detail of expenditure increases and transfers amending the budget are listed as follows:

<u>Capital Projects/Equipment Replacement Fund:</u>	
Police Department Vehicles	\$ 73,600
Fire Department Vehicles	34,250
Total Expenditures Increase	<u>\$107,850</u>
<u>Water Infrastructure Improvements Fund:</u>	
Pioneer Parkway Water Line	<u>\$ 15,850</u>
Total Expense Increase	<u>\$ 15,850</u>
<u>Court Security Fund:</u>	
Bailiff Expenditures	\$ 360
Miscellaneous-Body Cameras	1,400
Total Expenditures Increase	<u>\$ 1,760</u>
<u>FSA/HRA Administration Fund:</u>	
Miscellaneous-Refund	<u>\$ 500</u>
Total Expenditures Increase	<u>\$ 500</u>
<u>Shamburger Fund:</u>	
Miscellaneous-Animal Care	<u>\$ 3,010</u>
Total Expenditures Increase	<u>\$ 3,010</u>
<u>Cartwright Library Fund:</u>	
Miscellaneous-Web Site Development	<u>\$ 150</u>
Total Expenditures Increase	<u>\$ 150</u>

Transfers:

From	To
General Fund	Equipment Replacement Fund \$98,000 Vehicle Purchases
General Fund	Pantegofest Fund \$30,000 Pantegofest
PEDC Sales Tax Rev Fund	PEDC Debt Service Fund \$50,775 PEDC Debt Payments
PEDC Sales Tax Rev Fund	PEDC Operating Fund \$117,020 PEDC Operations

RECOMMENDATION:

Staff recommends approval of the budget amendments as indicated above.

ATTACHMENTS:

Ordinance 16-795 Amending the Fiscal Year 2015-2016 Budget.

ORDINANCE NO. 16-795

AN ORDINANCE OF THE TOWN OF PANTEGO, TEXAS, AUTHORIZING AMENDMENTS TO THE ADOPTED BUDGET FOR FISCAL YEAR 2015/2016; AND DECLARING AN EFFECTIVE DATE

WHEREAS, the Town Council for the Town of Pantego, Texas, has duly adopted a budget for the fiscal year 2015-2016 as provided by law and;

WHEREAS, unusual and unforeseeable conditions have arisen which could not, by reasonable diligent thought, have been included nor considered prior to or at the time of the adoption of said budget; and

WHEREAS, to insure proper allocation of revenues and expenditures needed to maintain a balanced budget, it is necessary to make appropriate changes to the Town of Pantego's Annual Budget for fiscal year 2015-2016;

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

Section 1 That the Annual Budget for Fiscal Year 2015-2016 is hereby amended to reflect the changes as shown:

Increase Capital Projects/Equipment Replacement Fund Expenditures by \$107,850.

Increase Water Infrastructure Improvement Fund Expenditures by \$15,850.

Increase Court Security Fund Expenditures by \$1,760.

Increase FSA/HRA Administration Fund Expenditures by \$500.

Increase Shamburger Fund Expenditures by \$3,010.

Increase Cartwright Library fund Expenditures by \$150.

Transfers:

From	To	
General Fund	Equipment Replacement Fund	\$98,000 Vehicle Purchases
General Fund	Pantegofest Fund	\$30,000 Pantegofest
PEDC Sales Tax Rev Fund	PEDC Debt Service Fund	\$50,775 PEDC Debt Payments
PEDC Sales Tax Rev Fund	PEDC Operating Fund	\$117,020 PEDC Operations

Section 2 This ordinance will become effective immediately following its final passage.

PASSED AND APPROVED THIS THE 14th DAY OF NOVEMBER 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 TO FORM:

Jim Jeffrey, City Attorney