



TOWN COUNCIL AGENDA

REGULAR SESSION | MONDAY, MARCH 27, 2023 AT 6:30 P.M.
TOWN COUNCIL CHAMBERS | 1614 S BOWEN ROAD, PANTEGO, TX 76013

I. CALL TO ORDER AND WELCOME

Anyone wishing to speak regarding an agenda item, during a public hearing, or as part of the "Open Forum" should submit a Speaker Request form to the City Secretary before the meeting begins. Pursuant to Texas Local Government Code Section 551.071, the Council reserves the right to adjourn into Executive (Closed) Session(s) at any time during the meeting to seek legal advice from the Town Attorney on any item on this agenda.

II. REGULAR SESSION

A. PLEDGE AND INVOCATION, LED BY COUNCILMEMBER KIDD

B. CITY MANAGER'S REPORT

C. STAFF REPORTS AND ANNOUNCEMENTS

- (1) Finance Department
- (2) Fire Department
- (3) Police Department
- (4) Municipal Court
- (5) Public Works

D. MAYOR AND COUNCIL REPORTS AND ANNOUNCEMENTS

In addition to specific items below, at this time, the Mayor and Town Council may give or receive reports regarding items of community interest including - but not limited to - recognition of officials, citizens, staff, or departments; information regarding holiday schedules; and upcoming or attended events. At the request of the Mayor or any member of the Council, staff may also offer similar information at this time.

- (6) Community Relations Board (CRB) Report
- (7) Pantego Economic Development Corporation (PEDC) Report

E. DISCUSSION ITEMS AND REQUESTS FOR CLARIFICATION

In addition to items listed below (if any), at this time, the Council may request discussion or seek clarification regarding items appearing on this agenda; and may deem it appropriate to add or remove items from the Consent Agenda.

F. OPEN FORUM

At this time, anyone may address the Town Council regarding any item (whether it appears on this agenda or not) by submitting a form to the City Secretary. In accordance with the Texas Open Meetings Act, members of the Council cannot comment on nor deliberate except as authorized by Texas Local Government Code Section 551.042.

G. CONSENT AGENDA

Consent items are considered routine and can be approved by a single motion. Approval of the Consent Agenda authorizes the City Manager to implement each item as presented and in accordance with staff recommendations. Public comment may be accepted on Consent items unless a Public Hearing has previously been held and closed. If the Town Council so desires, items may be added to or removed from Consent.

- (8) Approval of Purchase Order Requests and Accounts Payable over \$5,000 and acceptance of those \$1,000 - \$5,000 previously approved by the City Manager
- (9) Approval of minutes from February 27, 2023
- (10) Approval of minutes from March 20, 2023

H. DECISION AND ACTION ITEMS

- (11) Consider approval of RESOLUTION NO. 2023-03, approving a one-year contract extension with Arlington Foodies Farmers Market, LLC, for the use of Bicentennial Park for monthly farmers market events on third Saturdays
- (12) Consider approval of RESOLUTION NO. 2023-04, approving a cooperative purchasing agreement with the City of Lancaster
- (13) Hold a PUBLIC HEARING, discuss, review, and consider action on ZONING CASE Z-271, a proposed preliminary plat for Pantego Business Park Addition, as requested by Chase Bryant for the property located at 2500 Smith Barry Road in the Nathan Smith Survey, Abstract 1432, Tract 9D01, Pantego, Tarrant County, Texas, a site generally located on the south side of West Pioneer Parkway between Ivygreen Court and South Bowen Road
- (14) Discuss and consider adoption of ORDINANCE NO. 2023-904, amending the Code of Ordinances of the Town of Pantego, Texas, by amending Appendix A "Fee Schedule," Article A9.000 "Solid Waste," Section A9.001, "Collection Fees" to provide that the current contract rates will be available for review at Town Hall and on the Town's website and to remove specific references to such solid waste and recycling rates; amending Appendix A "Fee Schedule," Article A1.000 "General Provisions," Section A1.005, "Conflicting Regulations" to allow the latter adopted fees to control when referencing other ordinances
- (15) Consider authorizing the City Manager to enter into an agreement for the cleaning and disinfecting of air ducts in Town Hall, the Fire Department, and Public Works

III. EXECUTIVE SESSION

As authorized by Chapter 551 of the Texas Local Government Code, Town Council reserves the right to adjourn into Executive (Closed) Session(s) at any time during this meeting to discuss specific items listed below (if any) or any other item appearing on this agenda, pursuant to the following sections: (A) §551.071, pending or contemplated litigation or to seek advice from attorney; (B) §551.072, the purchase, exchange, lease, or value of real property; (C) §551.074, the appointment, employment, evaluation, reassignment of duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee; and/or (D) §551.076, security devices.

- (16) Well site update

IV. RECONVENE INTO OPEN SESSION AND TAKE ANY ACTION PURSUANT TO EXECUTIVE DISCUSSION, IF NECESSARY

V. COUNCIL INQUIRY

Spontaneous inquiry regarding subject(s) not on this agenda may be answered with statements of fact or policy information. However, in accordance with Texas Local Government Code Section 551.042, Council can neither deliberate nor act. They may, however, direct staff to research and/or add item(s) to future agendas.

VI. ADJOURNMENT

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THIS MARCH 27, 2023, PANTEGO TOWN COUNCIL AGENDA WAS CONTINUOUSLY POSTED FOR AT LEAST SEVENTY-TWO (72) HOURS BEFORE SAID MEETING CONVENED ON THE NOTICE BOARD LOCATED OUTSIDE THE DOORS OF THE COUNCIL CHAMBERS AT TOWN HALL (1614 S BOWEN ROAD, PANTEGO, TX 76013), A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES, IN ACCORDANCE WITH CHAPTER 551 OF THE TEX. GOV'T CODE.


CITY SECRETARY LESLIE E. GALLOWAY, TRMC

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), ACCOMMODATIONS WILL BE MADE WHEN NECESSARY TO AFFORD AN EQUAL OPPORTUNITY TO PARTICIPATE. PLEASE CALL 817-617-3706 IF YOU HAVE ANY QUESTIONS OR ADDITIONAL NEEDS.



AGENDAS AND SUPPORTING INFORMATION ARE AVAILABLE FOR REVIEW IN THE CITY SECRETARY'S OFFICE OR BY VISITING TOWNOFPANTEGO.COM/AGENDA.

STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM **B. CITY MANAGER'S REPORT**

MEETING DATE **MONDAY, MARCH 27, 2023**

PRESENTER

JOE ASHTON, City Manager

BACKGROUND

FAREWELL TO WARRANT OFFICER JOHN MURPHY

John's last day will be March 31st. We appreciate his years of service and wish him well.

INVITATION FROM DALWORTHINGTON GARDENS

We're still waiting to firm this up. They've asked us for dates in April.

PERSONNEL

We currently have one vacant firefighter position, two vacancies in PD (patrol and dispatch) and will have a vacant warrant officer position in court after John Murphy retires.

UPCOMING EVENTS

- April 14 - Employee Appreciation Banquet
- April 15 - Farmer's Market
- April 27 - Texas Trust Grand Opening

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

No action is needed. Staff will be available to answer any questions the Council may have.

ATTACHMENTS

None

STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL



AGENDA ITEM **01 - 05. STAFF REPORTS AND ANNOUNCEMENTS**

MEETING DATE **MONDAY, MARCH 27, 2023**

PRESENTER

JOE ASHTON, City Manager

BACKGROUND

Attached for the Council's review are monthly reports for the following:

- (1) Finance Department
- (2) Fire Department
- (3) Police Department
- (4) Municipal Court
- (5) Public Works

The financials are available at www.townofpantego.com/financials.

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

No action is needed. Staff will be available to answer any questions the Council may have regarding the attached.

ATTACHMENTS

1. Financials www.townofpantego.com/financials
2. Fire Rescue Monthly Activity Summary
3. Ambulance Billing and Collections
4. PD Monthly Activity Summary
5. Court Collections
6. Court Fees
7. Warrant Report
8. Public Works Report

PANTEGO FIRE RESCUE MONTHLY ACTIVITY SUMMARY FOR

February 2023

ENGINE 49 RESPONSES	PANTEGO FD		ARLINGTON FD	
	Feb-23	2022-23 YTD	Feb-23	2022-23 YTD
EMS RESPONSE	20	118	46	268
FIRE RESPONSE	-	3	4	31
HAZARDOUS CONDITIONS	2	8	4	17
SERVICE CALL	6	56	3	57
GOOD INTENT CALL	6	28	33	211
FALSE ALARM / CALL	2	9	-	17
TOTAL FIRE INCIDENTS	36	222	90	601

CURRENT MONTH TOTAL ENGINE 49 RUNS	126
YTD TOTAL ENGINE 49 RUNS	823

MEDIC RESPONSES	Feb-23	2022-23 YTD
CONTACTS	13	88
TRANSPORTS	2	18
M/A to AMR - CANCELLED	2	12
MUTUAL AID to AMR TOTAL	4	30
TOTAL MEDIC RUNS	17	118

TRAINING HOURS	Feb-23	2022-23 YTD
EMS (MCA, In-House)	0	211
FIRE (TCC, In-House)	0	184
Arlington EMS	0	0
Arlington Fire	36	36
Other (HazMat, Swift Water, Etc.)	0	0
TOTAL	36	431

SPECIAL EVENTS	Feb-23	2022-23 YTD
Station Tour	3	21

BUSINESS INSPECTIONS	Feb-23	2022-23 YTD
Initial	12	42
Re-Inspections	4	11
COs Issued	5	24



2022-2023 EMS/Ambulance Billing and Collections (via Emergicon)

	RESIDENT	NON-RESIDENT	INVOICED	RESIDENT WRITE-OFF	WRITE-OFFS & BAD DEBT	TOTAL WRITTEN-OFF	FEES PAID TO EMERGICON	POSTED	PAID DIRECT	COLLECTED
October	20,964.75	11,847.25	32,812.00	4,114.38	13,027.51	17,141.89	580.15	4,807.25	794.45	5,601.70
November	11,283.00	6,437.00	17,720.00	97.26	5,260.14	5,357.40	869.51	5,311.91	2,393.45	7,705.36
December	18,046.00	10,248.25	28,294.25	1,829.27	8,611.04	10,440.31	307.34	1,910.67	706.49	2,617.16
January	9,338.89	10,959.50	20,298.39	2,201.00	15,033.12	17,234.12	217.37	836.94	494.54	1,331.48
February	25,822.25	15,102.00	40,924.25	1,053.00	6,684.20	7,737.20	1,250.86	5,855.05	3,877.94	9,732.99
March			-			-				-
April			-			-				-
May			-			-				-
June			-			-				-
July			-			-				-
August			-			-				-
September			-			-				-
TOTALS	\$ 85,454.89	\$54,594.00	\$140,048.89	\$ 9,294.91	\$48,616.01	\$57,910.92	\$3,225.23	\$ 18,721.82	\$8,266.87	\$26,988.69

FYTD Res. Write-Off Rate: **6.64%**

FYTD Collection Rate **19.27%**

FYTD Total Write-Off Rate: **41.35%**

FYTD Collection Rate (After Fees) **16.97%**



PANTEGO FIRE DEPARTMENT

1614 S BOWEN ROAD
PANTEGO, TEXAS 76013
TEL. NO. 817.617.3712
FAX NO. 817.861.3173

Mayor and Town Council,

During February, Deputy Chief Franklin prepared and submitted two grant applications:

- **State Firefighters' & Fire Marshals' Association SAFER Grant Program: \$531,810**
Purpose: Funding to hire two additional firefighters for three years
- **FEMA Hazard Mitigation Grant Program: \$970,000**
Purpose: Funding for generators to power critical portions of the water system including well and auxiliary pumps and the SCADA (Supervisory Control and Data Acquisition) monitoring system

At the recommendation of the Texas Department of Emergency Management (TDEM), we opted for natural gas-powered generators rather than diesel. As the Council is aware, our current duty is met via participation in a generator pool but staff continues seeking affordable means of acquiring the equipment necessary to provide safe and uninterrupted water service to our residents by meeting water utility providers' requirements under Senate Bill 3, which is to "ensure the emergency operation of its water system during an extended power outage at a minimum water pressure of 20 pounds per square inch".

A more detailed summary of each grant application is on the following page. We will keep the Council updated regarding these grant applications and potential awards.

Fire Chief Randy Fulton

HMGP: GENERATORS SCOPE OF WORK SUMMARY

The Town's independent water supply system is sourced from five wells – none of which has an auxiliary power supply (back-up generator) to operate the pumps and SCADA. Therefore, any medium- or long-term loss of power could leave customers without water service – potentially resulting in devastating consequences. Based on average daily usage, a six-hour unmitigated loss of power would deplete all water storage tanks. Upon power restoration and a system restart, a mandatory boil water notice and flushing of the system would be necessary – resulting in a loss of 500,000 gallons of water.

The Town's Hazard Mitigation Plan (HMP) identifies the need for generators at critical facilities, specifically the water supply. The Town has applied for hazard mitigation funding to purchase natural gas-powered generators for the two top-producing wells to protect against losses of power. The project would include, for both locations:

- poured concrete pad;
- 500-kW natural gas-powered generator and transfer switch;
- piping and plumbing of appropriately sized natural gas line;
- electrical hook-up by licensed electrician; and
- appropriate permit and inspections (fees waived).

SAFER GRANT APPLICATION SUMMARY

Pantego is an incorporated community surrounded by the City of Arlington with approximately 25% of the southern border shared with the City of Dalworthington Gardens. We are a suburban residential community with a moderate amount of retail, light commercial, and light industrial businesses. Our career department cross-staffs an engine and ambulance on a 24/48 schedule with a minimum of three members per tour. The current staffing of three per shift provides no buffer for absences or leaves. If anyone is unable to report, the engine is potentially out of service until filled. Fortunately, the department recently received a budget allocation for an additional floating position, which leadership is now in the process of filling via an active hiring list. In the meantime, we address shift absences or vacancies via a small part-time cadre, overtime shifts for full-time members, or by having the Chief or Deputy Chief on duty.

The majority of our station's calls are engine responses under a mutual aid agreement with the City of Arlington. This partnership affords our department the opportunity to train and operate alongside a progressive organization and allows for seamless operations when incidents occur within our own jurisdiction. This auto-aid agreement is critical to the protection of our community as Arlington views us – for all intents and purposes – as one of their stations. Adequate and dependable staffing numbers are, of course, essential to maintaining this deeply valued relationship. Our goal is to fund two additional positions via this grant, so that each shift has four members assigned, affording us the luxury of one member being on leave without significant impacts.



PANTEGO POLICE DEPARTMENT

MONTHLY ACTIVITY SUMMARY- FEB 2023

Personnel

We currently have one opening in dispatch and one opening in the Police department.

Operations

Nothing to report for the month of February.

Training

Officer Stokes attended a Low Light Shooting Class at TCC. He also attended a Performance Marksmanship Class and a Hasty React Class.

Officer Wiggins and Officer Khepri both attended the Hasty React Class.

Dispatcher White took an In-Service class on Spanish.

Public Relations

Nothing to report for the month of February.

Respectfully submitted,

Jon C. Coulter

Chief of Police

Pantego Police Department

Officer Activity Report - Feb 2023

	Dispatch Call	Self-Init	Total Calls	Arrests	YTD Arrest
Cpt Nance #601	11	6	17	<u>0</u>	<u>0</u>
Sgt Adams #620	11	9	20	<u>0</u>	<u>0</u>
Det/Cpl Rife #603	48	33	81	<u>0</u>	<u>4</u>
Ofc Khepri #609	125	112	237	<u>0</u>	<u>21</u>
Ofc Kiser #608	158	137	295	<u>2</u>	<u>14</u>
Ofc H Versey III #614	323	304	627	<u>2</u>	<u>9</u>
Ofc Vega #605	168	148	316	<u>2</u>	<u>46</u>
Ofc Bullard #604	92	64	156	<u>0</u>	<u>13</u>
Ofc Wiggins #602	177	139	316	<u>1</u>	<u>11</u>
Ofc. Stokes #607	263	246	509	<u>0</u>	<u>9</u>
Ofc Allison #611	0	0	0	<u>0</u>	<u>22</u>
Ofc J. Adams #612 (RESV)	67	60	127	<u>0</u>	<u>2</u>
Total	1443	1258	2701	7	<u>151</u>

Pantego Police Department

Officer Traffic Activity Report - Feb 2023

	Citations	Stops	YTD STOPS
Cpt Nance #601	0	0	<u>0</u>
Sgt Adams #620	0	0	<u>0</u>
Det/Cpl Rife #603	1	1	<u>139</u>
Ofc Khepri #609	25	13	<u>734</u>
Ofc Kiser #608	40	28	<u>1000</u>
Ofc Versey III #614	49	34	<u>144</u>
Ofc Vega #605	63	39	<u>1797</u>
Ofc Bullard #604	38	18	<u>888</u>
Ofc Wiggins #602	52	45	<u>1513</u>
Ofc Stokes #607	30	25	<u>355</u>
Ofc Allison #611	0	0	<u>457</u>
Ofc J. Adams #612 (RESV)	9	7	<u>183</u>
Total	307	210	<u>7210</u>

Vehicle Accidents	Quantity	YTD
Minor	5	64
Major	2	65
Hit and Run	1	33
Totals	8	162
Accident Reported to state	7	136

PANTEGO POLICE DEPARTMENT

CRIMINAL INVESTIGATIONS REPORT

FISCAL Year October 1, 2022 to September 30, 2023



Offenses	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	TOTAL
Assault		1		2									3
Agg Assault W/ Weapon					1								1
Assault F.V.				1									1
Interfear with 911													0
Sex type crimes													0
Sexual Assault				1									1
Burg Building	1	3	1		1								6
Burg Vehicle	1	2	1	1									5
Burg Residence													0
Burg Coin Machine													0
Theft	5	6	2	3	3								19
Theft Vehicle	3		1	1									5
U.U.M.V.			1										1
Robbery													0
Fraud/Forgery	4	2			1								7
Credit Card Abuse		1	2										3
Griffiti													0
Criminal Mischief	1	4		1	1								7
Harassment/Threat	1	1		2									4
Evading	2		2		1								5
Criminal Tresspass	1		3		1								5
Resisting / Interfere			1		1								2
Fail to ID			1	1									2
Hit & Run		1	1		1								3
Drugs, Cont. Subst.					3								3
Marijuana	5	2	5		2								14
Unlawful Carry Weapon	3												3
Other	1	1	1		1								4
Public Intox	1												1
DWI	3	2	3	3	4								15
Total	32	26	25	16	21	0	0	0	0	0	0	0	120
	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	

Note:

PANTEGO POLICE DEPARTMENT



CRIMINAL INVESTIGATIONS FISCAL YEAR REPORT 2023

Case Disposition & Status & Cases Filed TCDA and Disposition
Arrest Warrants, Search Warrants, Subpoenas and Status

Case Disposition	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	TOTAL
Open	22	8	8	7	6								
Closed / Clear	15	6	14	13	15								63
Pended	4	14	9	6	4								37
Dropped	1	1		1									3
Refer to other Agency		1											1
Tresspass Warning Issued	1		2	1	1								5
Mental Detention	1	1											2

Warrants / Subpoenas	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	TOTAL
Arrest Warr. Felony Issued	1	1	1	3	3								9
Arrest Warr. MISD Issued			1	1	2								4
Warrant Arrest other Dept.	12	7	9	4									32
Pantego Class C Arrest	19		2	1									22
CID Outstanding Warrants	10	12	14	11	10								57
Search Warr. Residence													0
Search Warr. Building					1								1
Search Warr. Vehicle					1								1
Search Warr. Device				1	1								2
Search Warrant DNA					1								1
Class "C" Issued CID			2		1								3
(Theft, Simple Assault & ETC)				2									

TCDA Office	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	TOTAL
Cases Accepted	15	6	8	7	12								48
Cases Pending	1	8	2	2	2								

	Total												
Pantego Back-Up DWG	23	11	22	10									66
DWG Back-Up Pantego	31	13	3	5									52



MUNICIPAL COURT

☆

Municipal Court Collections / February 2023

On-Time Citations

Fines- \$30,536.86
Fees- \$20,332.36
 Total- \$50,869.22

Warrants

Fines- \$19,164.65
Fees- \$ 6,443.67
 Total- \$25,608.32

Court Security Fund- \$1,337.30

Court Technology Fund- \$1,116.10

Accident Reports- \$0

Collection Fees- \$2,134.34

Gross Total Revenue- \$76,477.54
Less State Fee's- \$26,776.03
 Net Revenue- \$49,701.51

Non Collectables	Total #	Value Amount
Jail Credit	3	\$1202.20
Over 15 YOA	0	\$0
Indigent	4	\$1,793.42
Deceased	5	\$2,527.30
Community Service	0	\$0
<u>Judicial Reduction</u>	<u>2</u>	<u>\$54.20</u>
Total Value	14	\$5,577.12

Presented by: Thressa Householder



**Report for fees collected:
2/01/2023 - 2/28/2023**

Fee		Citation Violation	Amount	Posting Date	Docket
COLAGY	COLLECTIONS FEE	145837F 01	91.50	2/08/2023	145837F01
COLAGY	COLLECTIONS FEE	146826 01	54.00	2/23/2023	146826 01
COLAGY	COLLECTIONS FEE	146826V 01	91.50	2/23/2023	146826V01
COLAGY	COLLECTIONS FEE	E003580 02	54.30	2/28/2023	E003580 02
COLAGY	COLLECTIONS FEE	E015393 01	139.80	2/22/2023	E015393 01
COLAGY	COLLECTIONS FEE	E015393 02	54.60	2/22/2023	E015393 02
COLAGY	COLLECTIONS FEE	E015393F 01	92.10	2/22/2023	E015393F01
COLAGY	COLLECTIONS FEE	E015393F 02	92.10	2/22/2023	E015393F02
COLAGY	COLLECTIONS FEE	E023014 02	53.10	2/28/2023	E023014 02
COLAGY	COLLECTIONS FEE	E023014F 03	83.10-	2/02/2023	E023014F03
COLAGY	COLLECTIONS FEE	E024509F 02	12.58	2/28/2023	E024509F02
COLAGY	COLLECTIONS FEE	E030631 02	47.00	2/08/2023	E030631 02
COLAGY	COLLECTIONS FEE	E031360 03	39.30	2/16/2023	E031360 03
COLAGY	COLLECTIONS FEE	E031692 01	30.00	2/14/2023	E031692 01
COLAGY	COLLECTIONS FEE	E031692 02	30.00	2/14/2023	E031692 02
COLAGY	COLLECTIONS FEE	E031692 03	30.00	2/14/2023	E031692 03
COLAGY	COLLECTIONS FEE	E031692 04	30.00	2/14/2023	E031692 04
COLAGY	COLLECTIONS FEE	E032047 01	77.13	2/23/2023	E032047 01
COLAGY	COLLECTIONS FEE	E032047 02	137.10	2/23/2023	E032047 02
COLAGY	COLLECTIONS FEE	E032047 03	92.10	2/23/2023	E032047 03
COLAGY	COLLECTIONS FEE	E032526 01	105.60	2/23/2023	E032526 01
COLAGY	COLLECTIONS FEE	E032526 02	92.10	2/23/2023	E032526 02
COLAGY	COLLECTIONS FEE	E032917 02	45.60	2/16/2023	E032917 02
COLAGY	COLLECTIONS FEE	E033138 02	36.50	2/22/2023	E033138 02
COLAGY	COLLECTIONS FEE	E035114 03	90.00	2/21/2023	E035114 03
COLAGY	COLLECTIONS FEE	E035225 01	93.63	2/21/2023	E035225 01
COLAGY	COLLECTIONS FEE	E035930 02	69.60	2/22/2023	E035930 02
COLAGY	COLLECTIONS FEE	E036166V 01	99.60	2/27/2023	E036166V01
COLAGY	COLLECTIONS FEE	E036822 01	16.25	2/28/2023	E036822 01
COLAGY	COLLECTIONS FEE	E036822 01	16.25	2/28/2023	E036822 01
COLAGY	COLLECTIONS FEE	E036822 01	13.10	2/28/2023	E036822 01
COLAGY	COLLECTIONS FEE	E038695 01	13.00	2/21/2023	E038695 01
COLAGY	COLLECTIONS FEE	E045461 02	138.30	2/22/2023	E045461 02
COLAGY	COLLECTIONS FEE	E048295 01	10.00	2/22/2023	E048295 01
COLAGY	COLLECTIONS FEE	E048295 02	10.00	2/22/2023	E048295 02
COLAGY	COLLECTIONS FEE	E049557 01	53.10	2/22/2023	E049557 01
COLAGY	COLLECTIONS FEE	E049557 02	66.60	2/22/2023	E049557 02

Report for fees collected: 35 COLAGY COLLECTIONS FEE TOTAL: 2,134.34



Pantego Warrant Division



DATE: MARCH 3, 2023
REF: WARRANT REPORT FOR FEBRUARY 2023
FROM: JOHN MURPHY
WARRANT OFFICER

TOTAL OUTSTANDING WARRANT VALUE:		\$ 4,577,258.28
TOTAL OUTSTANDING WARRANTS:		11,896
TOTAL WARRANTS VALUE CLEARED:		\$33,856.56
	FYTD:	\$121,482.48
TOTAL PAYMENTS COLLECTED:		\$28,357.44
	FYTD:	\$95,676.06
TOTAL NON-CASH CLEARED:		\$5,499.12
	FYTD:	\$25,049.42
WARRANT FEES COLLECTED:		\$4,410.42
	FYTD:	\$13,461.92
BONDS/FORFEITURES:		\$0.00
	FYTD:	\$757.00





Pantego Warrant Division



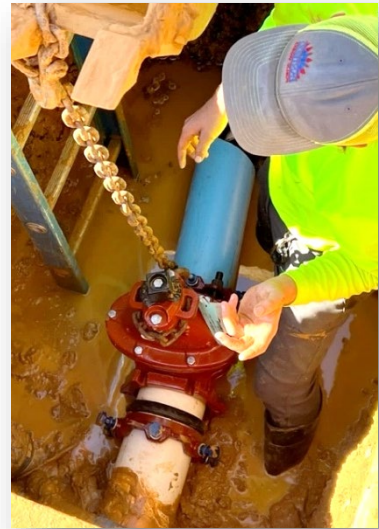
Phone Calls:	Out – 245 In – 179
Post Cards:	114
Personal Stops / Attempts:	0
Contacts:	0
Door Hangers:	0
Arrest:	0
Pay Plans:	9
Bonds / Court Dates:	15
Bonds Collected:	\$6,360.73
Letters:	136
Warrants Contacted:	118
Warrants Cleared:	105
Total Value:	\$39,713.24
Total Amount Collected:	\$21,203.56
Future Revenue:	\$15,514.06
Indigent / Time Served / Deceased:	\$2,995.62
Other Warrants Cleared:	24
Address Researched:	236
Arraignments:	0
Prisoner Transfers:	0
Prisoner Service calls:	0
Assist Patrol:	0
Out of the Office:	1
Vacation/Sick/Training/Holiday	



MONTHLY REPORT
February 2023

ADMINISTRATIVE, PROJECTS, AND ENGINEERING

- Repairs to Fire Hydrants, Water services, and Water meters
- Monthly sewer main cleaning
- Monthly meter reading (auto and manual)
- Monthly Bac-T water samples and fire hydrant flushing completed for the month.
- Parts for automated meter reading have started to arrive, replacement ongoing
- Lane booster pump is out of service; parts are on order
- Public Works has openings for a part-time Building Official
- Repair water main at Bicentennial Park

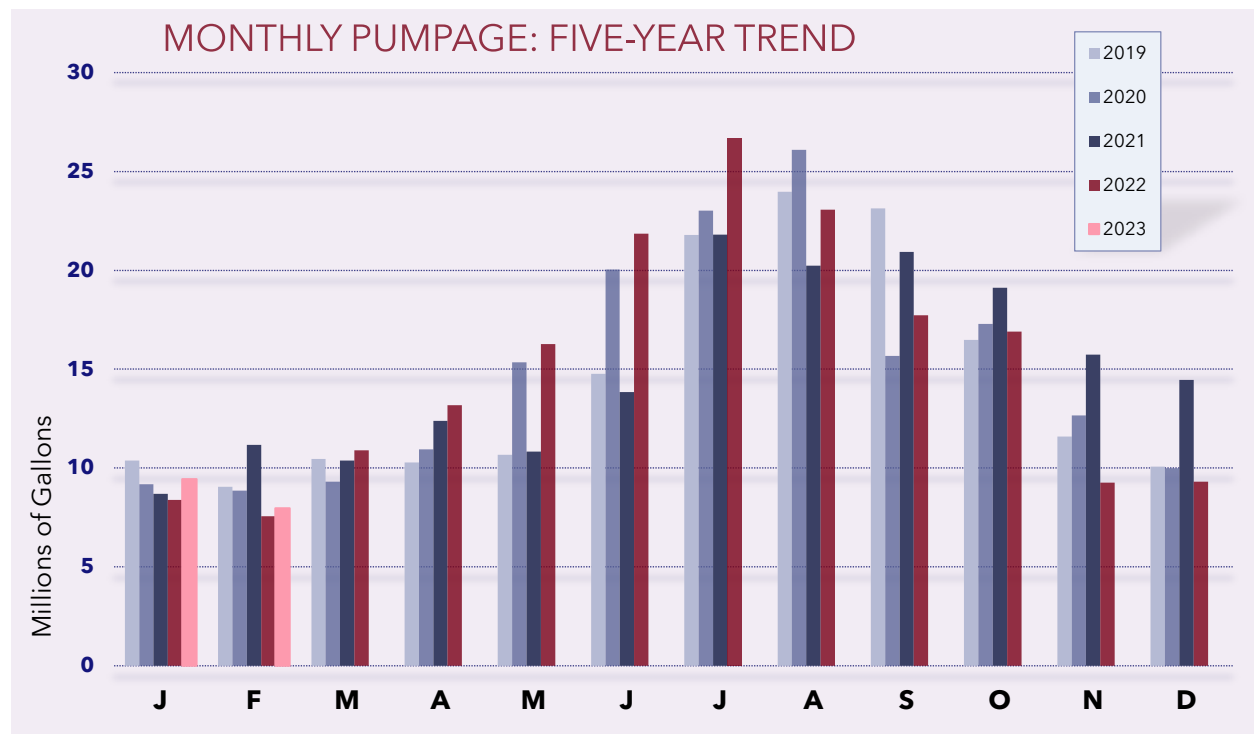


CERTIFICATES OF OCCUPANCY (CO)

FIRE INSPECTION	BUSINESS TYPE	ADDRESS	NAME
2/3/2023	Automotive	3620 Graves Blvd Ste 5	Far Beyond Automotive
2/23/2023	Retail	1543 S Bowen Rd	Oak Season
2/23/2023	Automotive	2103 W Pioneer Pkwy Ste 321	Uncle Bucks Automotive

UTILITY BILLING

	ACCOUNTS	WATER SEWER	SOLID WASTE	RECYCLING	PAST DUE
22-FEB	1,208	\$124,012.80	\$9,252.34	\$3,656.80	\$10,331.38
22-MAR	1,208	\$134,334.18	\$9,252.34	\$3,656.80	\$4,201.73
22-APR	1,212	\$129,973.28	\$9,180.24	\$3,605.40	\$5,850.27
22-MAY	1,212	\$129,973.28	\$9,180.24	\$3,605.40	\$5,850.27
22-JUN	1,212	\$144,987.56	\$9,180.24	\$3,605.40	\$9,454.06
22-JUL	1,217	\$181,533.95	\$10,311.09	\$3,093.49	\$47,585.73
22-AUG	1,217	\$172,175.89	\$10,311.09	\$3,093.49	\$47,585.73
22-SEP	1,217	\$163,593.75	\$9,984.86	\$2,944.91	\$45,180.47
22-OCT	1,211	\$146,697.51	\$9,969.30	\$2,954.45	\$46,532.64
22-NOV	1,209	\$139,538.58	\$9,688.19	\$2,909.52	\$52,439.15
22-DEC	1210	\$118,711.34	\$9,717.62	\$2,919.52	\$46,794.22
23-JAN	1226	\$122,236.17	\$9,792.20	\$2,811.12	\$46,233.29
23-FEB	1224	\$122,525.03	\$9,807.92	\$2,938.14	\$45,782.12



CAPITAL IMPROVEMENT PLAN (CIP) PROGRESS

STREET IMPROVEMENT FUND				
PROJECT	STATUS	BUDGETED	YTD	REMAINING
COUNTY MILL & OVERLAY	AWAITING CONTRACT	\$ 125,000.00	\$ 0.00	\$ 125,000.00
LED TRAFFIC LIGHTS BOWEN & PARK ROW	WORK IN PROGRESS	\$ 75,000.00	\$ 0.00	\$ 75,000.00
WATER INFRASTRUCTURE FUND				
CHLORAMINE TRANSITION STUDY	KIMLEY HORN DRAFTING REPORT	\$ 25,000.00	\$ 306.99	\$24,693.01
PANTEGO ECONOMIC DEVELOPMENT CORPORATION (PEDC) FUND				
PARK ROW CROSSWALKS	PRELIMINARY DISCUSSIONS	TBD	TBD	TBD
GATEWAY SIGNAGE	Awaiting quotes	TBD	TBD	TBD
MEDIAN ENDCAPS	Awaiting quotes	TBD	TBD	TBD

RECENTLY COMPLETED PROJECTS

TOWN OF PANTEGO			
PROJECT	BUDGETED	YTD	REMAINING
16" WATER LINE REPLACEMENT	\$ 728,570.00	\$728,570.00	0.00
2019 Bond Project	\$3,093,134.00	2,874,784.34	\$218,349.66
Bowen @ Superior Project	14,000.00	31,452.00	[17,452.00]
Water Transition Study	40,700.00	40,700.00	0.00
Completed Project Totals	\$ 3,876,404.00	\$3,675,506.34	200,897.66

PANTEGO ECONOMIC DEVELOPMENT CORPORATION (PEDC)			
PROJECT	BUDGETED	YTD	REMAINING
CENTRAL PARK SWING SET TURF	14,164.00	14,164.00	0.00
ARCHWAY LIGHTING	13,560.00	13,560.00	0.00
ILLUMINATED STREET SIGNS	51,065.00	51,065.00	0.00
SPLASH PAD TURFING	22,915.20	20,832.00	2,083.20
EXERCISE AREA TURFING	12,046.10	14,494.62	[2,448.52]
SIGNAL POLE PAINTING BY BEAN ELECTRIC	27,225.00	27,225.00	0.00
Completed Project Totals	\$ 140,975.30	\$ 141,340.62	[\$ 365.32]

PHOTOS FROM THE FIELD







PUBLIC WORKS MEMO

Date: March 23, 2023
To: Joe Ashton, City Manager
From: Dale Alexander, Public Works Operations Manager
Subject: Wagonwheel Bridge Damage

During the storm on March 16th the bridge on Wagonwheel was damaged by high water running through the creek. The north bound lane remains closed until repairs can be made. We have reached out to TXDOT to attempt and have one of their engineers come out and assess the damage and stability of that part of the bridge. Once we have the damage assessment and are sure that it is only the asphalt road that needs to be repaired, we will be contracting out the asphalt repair.

A handwritten signature in black ink, appearing to be "Dale Alexander", written over a horizontal line.

Dale Alexander, Public Works Operations Manager

STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM **06 - 07. MAYOR & COUNCIL REPORTS AND ANNOUNCEMENTS**

MEETING DATE **MONDAY, MARCH 27, 2023**

PRESENTER

JOE ASHTON, City Manager

BACKGROUND

The following items are listed on this portion of the agenda:

- (6)** Community Relations Board (CRB) Report
- (7)** Pantego Economic Development Corporation (PEDC) Report

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

No action is needed. Staff will be available to answer any questions the Council may have regarding the attached.

ATTACHMENTS

1. PEDC Coordinator's Report
2. Brandera Analytics and Assets



FEBRUARY 2023 ECONOMIC DEVELOPMENT REPORT

UPCOMING EVENTS shoppantego.com/events | townofpantego.com/calendar

- **Eggcellent Easter:** Saturday, April 8, from 2:00 to 4:00 p.m.
- **Dine, Drink & Discover:** Friday, May 12, 2023
- **The Cookie Farmer's Market** featuring Court Hoang in the gazebo: Saturday, March 18, from 5:00 to 8:00 p.m.

RIBBON CUTTINGS & OPEN HOUSES

For sponsored ribbon cuttings, PEDC sends flowers and provides ribbon and ceremonial scissors. The Mayor, Council, PEDC Board, City Manager, directors, and staff are all encouraged to attend. You can subscribe to the Shop Pantego calendar at shoppantego.com/events. We continue efforts to establish this calendar as the "go to" place for all Pantego events and appreciate each of you encouraging businesses to add their items.

- **UPCOMING:** Texas Trust Credit Union (at Bowen and Pioneer): Rescheduled to Thursday, April 27 from 11:00 a.m. to 1:00 p.m.



MEETINGS

- No PEDC or PBA Meeting due to vacation

CO'S ISSUED OR CHANGED

2/17/2023	Beauty/Nail Salon	2576 W Pioneer Pkwy	C Best Cuts and Threading
2/21/2023	Automotive	2026 W Pioneer Pkwy Ste B-6	Campos Auto Repair
2/24/2023	Office	2407 W Arkansas Ln Ste D	City Contractors Group
2/27/2023	Locksmith	2003 W Arkansas Ln	Metroplex Recovery, LLC DBA Metroplex Locksmith

BRANDERA ACTIVITIES

- Dine Drink Discover approvals for rack cards, number of businesses in Town, Communication to sign up Businesses, Constant Contact, PBA communication to businesses to sign up all undertaking happening to finalize participation by February 24. I directly am trying to communicate to the restaurants to sign up. It seems as of 2-22-2023, we had 14 sign up and only La Isla as a restaurant. Marco at Cajun Corner

CATHY S. ALLEN
Economic Development Coordinator
callen@shoppantego.com

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referred a VW Car Show he wanted included in DDD. Verified with Becky Sparks that the Jeep Club would participate and referred info to BrandEra. Will get contact info for Lakewood Shopping Center to hopefully participate

- Shop Pantego Analytics
- Social Media for March
- Blog
- Video Shoot scheduled with

BrandEra - All Day except separate one for Farmers Market to be presented for approval at the actual market. Businesses involved and script approved.

- "Guy Experience" - LRM, Arlington Scuba, Mountain Sports, Dr. J, Jo Ed's Bomber
- "Experience a New Kind of Lifestyle" - Camp Thurman, Art Smart, Farmers Market, Juic'd
- "Pamper Yourself" - Ash + Co, AM Graphics, My Bobo Tea
- "Pursue Your Passion" - Arlington Coins, Stitch Niche, Arlington Strings, Creative Hands



ACTIVITIES & CONTACTS

- Linden Todd regarding Towing Yard on Arkansas Property owned by Todd Tarver
- Deb Little and warehouse needs - referred to Rob Walker
- Four Seasons Market seeking weekly venue in Bicentennial Park
- Sent flowers for David's Barbecue 113th Anniversary
- Rescheduled Texas Trust Opening and Ribbon Cutting
- Blog for Chamber
- Chamber Women's Alliance Luncheon (March 3): Larissa Peterson nominated as a Rising Star. John Valentine, Amy Wade, Mary Davis, Leslie Galloway, Sandra Overstreet, Joe Ashton, Erin Bergin, Zoe, Larissa, and Cathy Allen will be seated at PEDC/Town table. Mayor Brewster, Councilmember Roemmich, and PEDC Board member Tommy Teasdale to sit at BrandEra's table. Pantego Business Grant award will also be announced. We are excited that a Pantego business was chosen.
- Ray Givens (State Farm) will be utilizing the Shop Pantego table at the March Farmer's Market. The one-year extension of the Farmer's Market is on this PEDC agenda.
- Forwarded Economic Development and information from NCTCOG to Joe
- Sandra Overstreet hosting Women of the World luncheon for staff on March 8 - International Women's Day

CATHY S. ALLEN
Economic Development Coordinator
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- Debbie Roach - Business All Stars Voting starts with the Arlington Today
- Erin Bergin - 20 years in Real Estate
- The Shell Station is remodeling and expected to apply for a variance for tobacco sales. We look forward to this location re-opening.
- Reached out to the new owners of Lakewood Shopping Center and have a meeting scheduled to discuss Dine, Drink & Discover and their plans for the center. They are considering applying for Storefront in Pantego matching funds for updates and landscaping. They are coordinating to block access on May 12 for the event. Gave them handouts and information and demographics of Pantego and very impressed with our commitment to economic development and community.
- Was introduced by Tommy Teasdale to John Doney with Symphony Arlington
- Reached out to Carol and Mike Stephens (Mad Mike's) after Mike was injured. The popcorn shop is temporarily closed but they are attempting to keep the ice cream shop running.
- Reached out via email to new CO's
- Chamber General Motors Tour rescheduled
- Chamber - Governor in Town

Have you signed up to participate in the second annual Dine, Drink & Discover?

We're excited to build on the energy from last year's inaugural event, which was a huge success despite high temperatures. This year, we've moved the event up and extended it by one hour so that guests and merchants can enjoy cooler weather and linger later into the evening. **The second annual Dine, Drink & Discover Pantego will be Friday, May 12, from 5:00 to 10:00 p.m. And it wouldn't be the same without you!**



Sign up today for this walkable experience that invites attendees to stroll along Park Row enjoying small bites and beverages as they peruse our wonderful local shops. We'd encourage retail partners to showcase specialties, stay open later than usual, set up sidewalk sales, and offer in-store promotions.

Shop Pantego will handle the rest including:

- Ticket sales for the \$1-\$5 tasting menus at participating restaurants
- Tables and benches to encourage guests to gather as they dine
- Live music and other interactive and engaging features to build atmosphere
- Marketing and promotion via all Shop Pantego channels as well as the creation and distribution of marketing assets to participating retail partners

Think of this as a community-wide block party that you can invite all your friends and customers to enjoy! The more restaurants and shops we have partnering together, the more residents and visitors will have the opportunity to be introduced to each of your locally-owned restaurants, boutiques, non-profits, and service-oriented businesses. The event centers around the Lakewood, Village Park, and Park Row West shopping centers on Park Row Drive just east of Bowen. For Pantego businesses in other locations, we'll happily reserve a pop-up spot so you can be in the center of the crowds.

Keep in mind that the information provided on the sign-up form will be used to showcase and promote what guests can expect during this event. Help us promote your business or restaurant by including as much detail as possible. We received great feedback from participating businesses and restaurants last year and we know this year will be an even bigger success.

CATHY S. ALLEN

Economic Development Coordinator
callen@shoppantego.com

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Savor the Flavors of Pantego!

Dine, Drink & Discover Pantego is back for 2023. We're excited to showcase:

- Delicious food and tasty drinks
- Pop-up sales
- Drawings for chances to win
- Live music
- Photo ops
- A Car, Motorcycle and Custom-build Jeep Show!

Come experience all the hidden gems that make Pantego feel like home!

Conveniently Located

3 miles to 

2 miles to 

 1 square mile in size

 5 miles to Arlington Entertainment District



Scan for a listing of participating restaurants and retail

572 businesses call it home!



shoppantego.com



/shoppantego

Powered by Pantego Economic Development Corporation

Dine, Drink & DISCOVER PANTEGO

When?

Friday, May 12

5 PM - 10 PM

Where?

On Park Row, east of Bowen Road



Dining...

Dine, Drink & Discover Pantego is a walkable tasting event with small bites and flights of beverages. Come discover delicious eateries serving up everything from Mediterranean, Italian and Mexican dishes to classic American, BBQ, Cajun specialties, sweet treats and more!



Shopping...

Discover Pantego's hidden gems! Pantego's locally-owned boutiques will offer special promotions, pop-up sales and in-store drawings for the chance to win prizes!



& More...

This Pantego block party has it all! Come check out our Car, Motorcycle and Custom-build Jeep Show! Then, experience live music while mingling with neighbors. There will be many photo ops, too!



shoppantego.com







/shoppantego

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Shop Pantego Social Media March 2023

Date	Image	Facebook	Instagram
28-Feb	*Photos from businesses	As we wrap up Black History Month, we'd like to highlight and celebrate some of the amazing black-owned businesses that call Pantego home! Be sure to check out @Kraft'NRUs @Bissy's Meat Pies @Main Event Boutique @Shindigz by Nette, LLC	As we wrap up Black History Month, we always support our black-owned businesses that call Pantego home! Check out @Kraft'NRUs @Bissy's Meat Pies and @Main Event Boutique @Shindigz by Nette, LLC
3-Mar		Spring Break is right around the corner! No need for a road trip when all the fun is conveniently located right here in DFW! Make plans to spend the day at @SixFlags, @EpicWaters, @Fort Worth Zoo, @Ripley's Believe it or Not or @Alley Cats for some exciting family FUN! Afterwards, head to Pantego to enjoy shopping and dining at some our amazing small businesses. #ShopPantego	With Spring Break right around the corner, no need for a road trip when all the fun is right here in DFW! Gather the family and spend the day at @SixFlags, @EpicWaters, @Fort Worth Zoo, @Ripley's Believe it or Not or @Alley Cats for some exciting family FUN! Afterwards, spend your evening in Patengo to dine and shop at some of our amazing small businesses! #ShopPantego
5-Mar	*Pair with event photos	Recently, @ShopPantego attended the Inspired Women's Luncheon at @Live! By Loews with @Greater Arlington Chamber of Commerce and @Women's Alliance where @Larissa Peterson, Rising Star nominee was in attendance.	(Tag)ShopPantego recently attended the Inspired Women's Luncheon at @Live! By Loews with @Greater Arlington Chamber of Commerce and @Women's Alliance where Rising Star nominee, @Larissa Peterson, was in attendance.
9-Mar	*Call Sacha for images/special deals	If you're trying to stay healthy this year, make @Juic'd your new go-to place! Juic'd focuses on connecting real people with real food. Dive into the world of good health with delicious weight loss meal plans, wellness shots, pre-work out juices, granola bars and more! Check out their website here: (Link)	If you're on a health kick this year, make @Juic'd your new best friend! Juic'd focuses on connecting real people with real food. With delicious weight loss meal plans, wellness shots, pre-work out juices, granola bars and more, being healthy can be easy!
12-Mar		It's time to "Spring forward!" Where do you plan to spend your time now that there's more daylight? Here's an idea: get active with a walk or a bike ride at @Bicentennial Park. It's the perfect place to enjoy the beautiful weather! (sunshine emoji)	Let's "Spring forward" together! Take advantage of the longer days at @Bicentennial Park! Here you can take a walk or a bike ride on the trails. It's the perfect place to enjoy the sunshine! (sunshine emoji)
15-Mar		This Saturday, March 18, Pantego's Farmer's Market is open from 5-8 PM! Come shop the freshest and cleanest food available in the Greater Arlington and @Town of Pantego area from 95 different vendors at @Bicentennial Park. You're sure to find something for the whole family!	Pantego's Farmer's Market is open this Saturday, March 18, from 5-8 PM! Shop some of the freshest and cleanest food available in the Greater Arlington @Town of Pantego area from 95 different vendors at @Bicentennial Park. You're sure to find something for the whole family!
16-Mar		March 16 marks "Absolutely Incredible Kid Day!" This holiday was founded in 1997 to encourage and inspire young people around the world. Is there someone specific you have in mind? Let him or her know how incredible he or she is today! (Smiley face)	Today is National "Absolutely Incredible Kid Day!" This holiday began in 1997 to encourage and inspire young people around the world. If you have someone in mind, let him or her know how incredible he or she are today! (Smiley face)

17-Mar		Happy St. Patrick's Day! Are you wearing green today? Feel free to share below! (4 leaf clover emoji)	Happy St. Patrick's Day from ShopPantego! We hope you're wearing green so you don't get pinched! (four leaf clover emoji)
20-Mar	*Alexis to create an image with business	Staycations can be fun! Post your Spring Break photos from around town with the hashtag #PantegoSpringBreak by (x) date. The photo with the most likes will win a gift card from one of our amazing Pantego small businesses! #ShopPantego #ShopSmall #ShopLocal #GiftCardGiveaway	If you stayed home for Spring Break this year, post your fun photos with the hashtag #PantegoSpringBreak by (x) date. The photo with the most likes will win a gift card from one of our amazing Pantego businesses! #ShopPantego #ShopSmall #ShopLocal #GiftCardGiveaway
24-Mar		It's time for the next Ladies Night Out! Come on, you know what to do. Gather your best gal pals and get ready for a night of shopping, food and drinks, ladies! (waiting for date) @Hank&Ellie @AnythingGoes @UrbanCountryFlowerCo @ChicaPowerFitness @Nu2UResale @TwistedChicksBoutique @FancyThat @Perfectly Imperfect?	It's time for the next Ladies Night Out! Gather your best gal pals and get ready for a night of shopping, food and drinks! (waiting for date) @Hank&Ellie @AnythingGoes @UrbanCountryFlowerCo @ChicaPowerFitness @Nu2UResale @TwistedChicksBoutique @FancyThat @Perfectly Imperfect?
27-Mar		Save the Date! On May 12, @ShopPantego is hosting its second annual Dine, Drink & Discover Pantego event! With tasty samples, live music, pop-up sales, drawings for prizes plus, a car and custom-build Jeep show, you won't want to miss out on this neighborhood block party. #ShopPantego #ShopSmall #ShopLocal #DDD #DineDrinkDiscoverPantego	Get ready to SAVE THE DATE! ShopPantego is hosting its second annual Dine, Drink & Discover Pantego event on May 12! Come mingle with your neighbors while enjoying tasty samples, live music, pop-up sales, drawings for prizes plus, a car and custom-build Jeep show! This will be a neighborhood block party for the books! #ShopPantego #ShopSmall #ShopLocal #DDD #DineDrinkDiscoverPantego
30-Mar	*Pair with photos of event and winner	Congratulations to (name) for being the winner of the 2023 Women-Owned Business grant funded by the @Greater Arlington Chamber of Commerce!	Congratulations to (name) for being the winner of the 2023 Women-Owned Business grant funded by the @Greater Arlington Chamber of Commerce!

PAN
2/8/23

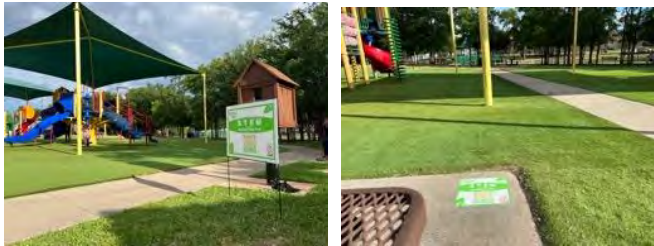
March Blog – Spring Happenings

[Headline] **Spring Happenings in Pantego!**

(Image of kids having fun)

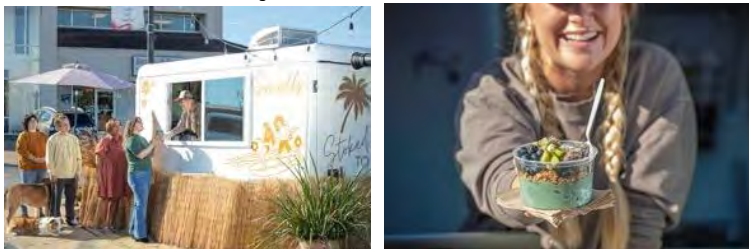
Spring break is around the corner and all the fun activities you're looking for are conveniently located right here in Pantego.

[Subhead] **STEM Interactive Play at Bicentennial Park**



Looking for more ways to stay interactive around town? Our beloved and bustling Bicentennial Park is getting a little busier now that the weather is warming up with activities for families that make learning FUN! The Pantego Economic Development Corporation and Shop Pantego teamed up with **EdOut Learning** to bring a growing collection of PreK through 2nd grade science, technology, engineering and math (STEM) activities to the park. All you have to do is scan the QR code, follow the instructions and most importantly...have FUN! 😊

[Subhead] **Smalls Açai Bowls**



Looking for a new place to enjoy some tasty food with friends? **Smalls Açai Bowls** is known for its delicious avocado toast and flavorful açai bowls. It's the perfect place for a quick midday snack! Did we mention it's pet friendly, too? Bring your furry friend along and enjoy some healthy foods in the sunshine!

[Subhead] **Innovative Dance Inc.**

(Image)

If you have a child who loves the performance arts, check out **Innovative Dance Inc.** This family-friendly dance studio focuses on fun with quality instruction. The instructors encourage students with enthusiasm and push them to excel while staying committed to the philosophy of encouragement with affirmation. Innovative Dance enrolls ages 3 and up, and it offers classes

in ballet, tap, jazz, modern, contemporary, pointe, tumbling and competition teams. There is something for everyone to enjoy! Register your child today at:

<https://www.ididance.com/register-recreational>

[Subhead] **Texas Trust CU is Opening Soon!**

(Images)

Later this month, Texas Trust Credit Union will have its ribbon cutting ceremony at its Bowen/Pioneer Pkwy location in Pantego. If you're looking for a bank that operates with small-town, friendly service, make Texas Trust CU the place for all your banking! Texas Trust offers services such as checking & savings accounts, credit cards, loans, investments, online banking and more.

[Subhead] **Farmer's Market**



Every third Saturday of the month, Pantego's Farmer's Market is open from 5 – 8 PM. On March 18, come shop the freshest and cleanest food available in the Greater Arlington/Pantego area from 95 different vendors. Happening at Bicentennial Park, you're sure to find something for the whole family at this market! There will be alcohol sold at the Dr. Jekyll's Beer Lab booth and Copper Sky craft beverages in the covered area. To see the current vendor list or to see what else is being offered, click here: <https://arlingtonfoodies.com/index.php?page=farmers-market>

As you can see, there are plenty of interactive activities/programs for your family this Spring Break! Make it a much needed "getaway" for the whole family... without the road trip! Everything you need is right here in your backyard and it's all in Pantego!

[Subhead] **Camp Thurman**

(Image)

While we're talking about FUN things to do in Pantego, **Camp Thurman** will be open this summer and ready for your little ones! **Camp Thurman** is a nonprofit, ministry-minded summer camp dedicated to sharing God's love and helping people pursue their identity in Christ. It's also been a local tradition for many families in Pantego for 50 years! Parents have been bringing their children to Camp Thurman for generations to experience this interactive and exciting day-camp! And now it's time to pass the torch to the next generation to witness all the adventure and excitement!

Give your child the chance to experience a new kind of adventure! At Camp Thurman, your child will be placed in a small group with a counselor whose purpose is to teach him or her the love of God through Bible study and safe, fun activities like rope courses, pools and so much more – all within 14 acres of trees! Spots are already going fast! Register your child for summer camp here: <https://campthurman.org/register/>

PAN
2/9/23

Shop Pantego Social Media Video Campaign (Spring Break)

[Headline] **It's a Spring Break Getaway in Pantego!**

Video:



<https://vimeo.com/manage/videos/752317924/6be8cb5943>

Copy:

Spring Break is around the corner and all the fun activities you're looking for are right here in Pantego! Enjoy the beautiful weather with family at @Bicentennial Park. Then, cool off with some delicious ice cream from @Mad Mikes Ice Cream Shop. Show off your creativity at @Creative Hands! Pantego is a "getaway" for the whole family... without the road trip!
#ShopPantego #ShopLocal #ShopSmall #SpringBreak #PantegoTx

Social Media Video Campaign Analytics for Shop Pantego



Developed by



BRANDERA

January 5-18, 2023

Facebook/Instagram Video Ad



Goal: ThruPlays
15,854 Impressions
6,364 Reach
12,970 ThruPlays



Social Media Analytics for Shop Pantego



Developed by



BRANDERA

January 2023

Facebook

2,135 Followers

69,936 People Reached

2,914 Engagements

27 Posts



Top Performing Facebook Post

 **Shop Pantego**
January 9 at 4:25 PM · 🌐

We'd like to congratulate [Kraft'n R Us](#) on its grand opening and becoming a part of Pantego's small business community this past weekend! There was a ribbon-cutting ceremony where Economic Development Coordinator, Cathy Allen, and City Councilman, Gregg Kidd, were in attendance, as well as friends and vendors who helped make this possible. This custom apparel and craft store is officially open for business! So gather your friends and get ready to get creative! 🧑‍🎨 🛠️ (Location: 3610 Smith Barry Rd Suite 102, Pantego, TX 76013)



📣 Boost this post to reach up to 330 more people if you spend \$14. [Boost post](#)

  Tommy Nolan-Teasdale, Brad Rupay and 41 others 2 comments 9 shares

3,314 People Reached
888 Engagements
117 Reactions
9 Shares



Facebook Ad



Goal: Reach
150,277 Impressions
86,417 Reach



Instagram

675 Followers

3,483 People Reached

474 Engagement (Likes & Reactions)

19 Posts



Top Performing Post



shop_pantego
Original audio

shop_pantego We're happy to celebrate such an outstanding academic institution that calls Pantego home. Congratulations @pantegochristian on the sensational new "Next Level" high school and for achieving 60 years of educating children who will go on to make a difference!
#PantegoProud
2w

drjekyllsbeerlab Y'all rock! Way to take it to the "Next Level!"

Boost post

Liked by drjekyllsbeerlab and 72 others

JANUARY 24

Add a comment... Post

Instagram Reel
1,347 People Reached
78 Engagements
(Likes & Reactions)



Social Media Video Campaign Analytics for Shop Pantego



Developed by



BRANDERA

January 23-February 5, 2023

Facebook/Instagram Video Ad



Goal: ThruPlays
16,002 Impressions
7,036 Reach
13,114 ThruPlays



STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM **08 - 10. CONSENT AGENDA**

MEETING DATE **MONDAY, MARCH 27, 2023**

PRESENTER

JOE ASHTON, City Manager

BACKGROUND

The following items are listed on this portion of the agenda:

- (8) Approval of Purchase Order Requests and Accounts Payable over \$5,000 and acceptance of those \$1,000 - \$5,000 previously approved by the City Manager
- (9) Approval of minutes from February 27, 2023
- (10) Approval of minutes from March 20, 2023

Payables are available at www.townofpantego.com/payables.

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Staff would recommend approval of the Consent Agenda as presented.

ATTACHMENTS

1. Payables www.townofpantego.com/payables
2. Minutes - February 27, 2023
3. Minutes - March 20, 2023 - Special Meeting

MAYOR RUSSELL BREWSTER
MAYOR PRO TEM JEFF BROWN, PLACE 5
TORI ROEMMICH, PLACE 1
TYLER LOE, PLACE 2
MIKE DUNCAN, PLACE 3
GREGG KIDD, PLACE 4
CITY MANAGER JOE ASHTON



TOWN COUNCIL MINUTES

REGULAR SESSION | MONDAY, FEBRUARY 27, 2023 AT 6:30 P.M.
TOWN COUNCIL CHAMBERS | 1614 S BOWEN ROAD, PANTEGO, TX 76013

Constituting a quorum, the following members of the Town Council were present:

	PRESENT	ABSENT
Mayor Russell Brewster	X	
Place 5 Mayor Pro Tem Jeff Brown	X	
Place 1 Councilmember Tori Roemmich	X	
Place 2 Councilmember Tyler Loe	X	
Place 3 Councilmember Mike Duncan	X	
Place 4 Councilmember Gregg Kidd	X	

Staff and consultants present at the meeting included:

	PRESENT	ABSENT
City Manager Joe Ashton	X	
City Secretary Leslie E. Galloway	X	
Finance Director Sean Smith	X	
Police Chief John Coulter	X	
Fire Chief Randy Fulton	X	
Public Works Director Bob Neal	X	
Court Administrator Thressa Householder	X	
Human Resources Director Sandra Overstreet	X	

I. CALL TO ORDER AND WELCOME

Mayor Brewster called the meeting to order at 6:30 p.m.

II. REGULAR SESSION

A. PLEDGE AND INVOCATION, LED BY COUNCILMEMBER DUNCAN

B. CITY MANAGER'S REPORT

City Manager Joe Ashton announced that he expected to meet with Dalworthington Gardens on February 28 and reminded Council of the Texas Trust Ribbon cutting and the Greater Arlington Chamber of Commerce Women's Luncheon. PEDC President Tori Roemmich, Place 6 noted that a Pantego business would receive a grant during the luncheon.

C. STAFF REPORTS AND ANNOUNCEMENTS

- (1) Finance Department
There was no discussion at this time.
- (2) Fire Department
There was no discussion at this time.
- (3) Police Department
Mayor Brewster thanked the public safety departments for their service.
- (4) Municipal Court
There was no discussion at this time.
- (5) Public Works
In response to a question from Councilmember Duncan, City Manager Joe Ashton stated that staff expected to discuss the reverse osmosis (RO) system during a special meeting in March and would plan to update residents afterwards. In response to a question from Councilmember Kidd, Public Works

Director Bob Neal stated that fire hydrant parts were on order, that staff had received three full hydrants thus far, but that there was no update on when the parts needed for other hydrant repairs would arrive.

D. MAYOR AND COUNCIL REPORTS AND ANNOUNCEMENTS

- **Mayor Pro Tem Jeff Brown** thanked attendees, staff, and public safety.
 - **Councilmember Kidd, Place 4**, thanked attendees, staff, and public safety.
 - **Councilmember Duncan, Place 3**, thanked attendees, staff, and public safety.
 - **Councilmember Loe, Place 2**, thanked attendees, staff, and public safety.
 - **Councilmember Roemmich, Place 1**, thanked attendees, staff, and public safety.
 - **Mayor Brewster** thanked attendees, staff, and public safety.
- (6) Community Relations Board (CRB) Report
Councilmember Kidd noted that CRB Chair Angie Vickerman was present before announcing that CRB met this month and set the dates for this year's events, with the first - "Eggcellent Easter" - scheduled for Saturday, April 8.
- (7) Pantego Economic Development Corporation (PEDC) Report
Councilmember Roemmich stated that staff planned to repair the splash pad this spring, that benches are delayed, that trees and plantings were planned for Bicentennial Park, and that staff was evaluating options for replacing the large Christmas tree in coming years. She added that staff was also working on irrigation, plants, and trees on Pioneer Parkway (Spur 303) and obtaining bids for monument and marquee signs, that Town Engineer Stuart Williams continued working on the TxDOT grant process, and staff scheduled a contractor to evaluate the light poles on Park Row. She closed by reminding the Council of Dine, Drink & Discover on May 12, from 5:00 to 10:00 p.m.

E. OPEN FORUM

- René Günter, 1611 Wagonwheel Trail, spoke of concerns with feral cats.
- Susan Thomas, 12 Los Colinas Court, spoke of concerns with planned park improvements.
- Anne Farrell, 1704 Nora Lane, spoke of concerns with feral cats.
- Joyce Stanton, 1905 Ivygreen Court, announced a neighborhood meeting about planned development at Smith Barry and Bowen.

F. PRESENTATIONS, DISCUSSION ITEMS, AND REQUESTS FOR CLARIFICATION

- (8) Presentation by Lieutenant Konstantin of the Salvation Army North Texas regarding participation in the Mayoral Red Kettle Challenge
Lt. Konstantin congratulated Mayor Brewster for raising more money than ever before during the 14th annual Mayoral Red Kettle Challenge, noting that funds stayed local. Mayor Brewster thanked the community for their support.

G. CONSENT AGENDA

- (9) Approval of Purchase Order Requests and Accounts Payable over \$5,000 and acceptance of those \$1,000 - \$5,000 previously approved by the City Manager
- (10) Approval of minutes from January 23, 2023

MOTION TO APPROVE. ACTION APPROVE CONSENT AGENDA. MOVED BY MAYOR PRO TEM BROWN. SECONDED BY KIDD. MOTION PASSED UNANIMOUSLY (5-0-0).

H. DECISION AND ACTION ITEMS

- (11) Certification of Unopposed Candidates by the City Secretary

MOTION TO APPROVE. ACTION ACCEPT CERTIFICATION OF UNOPPOSED CANDIDATES BY THE CITY SECRETARY. MOVED BY ROEMMICH. SECONDED BY DUNCAN. MOTION PASSED UNANIMOUSLY (5-0-0).

- (12) Approval of Ordinance No. 2023-903, accepting Certificate of Unopposed Candidates for the offices of Mayor, Town Council Place 4, and Town Council Place 5; declaring the May 6, 2023 general election cancelled for these three seats and declaring the unopposed candidates elected to office

MOTION TO APPROVE. ACTION ADOPTION OF ORDINANCE NO. 2023-903, ACCEPTING CERTIFICATE OF UNOPPOSED CANDIDATES FOR THE OFFICES OF MAYOR, TOWN COUNCIL PLACE 4, AND TOWN COUNCIL PLACE 5; DECLARING THE MAY 6, 2023 GENERAL ELECTION CANCELLED FOR THESE THREE SEATS AND DECLARING THE UNOPPOSED CANDIDATES ELECTED TO OFFICE. **MOVED BY DUNCAN. SECONDED BY LOE. MOTION PASSED UNANIMOUSLY (5-0-0).**

- (13) Consider approval of Resolution No. 2023-02, authorizing the City Manager to execute and submit global opioid settlement documents relating to the Allergan, Walmart, CVS, Walgreens, Janssen, Distributors, Endo, and Teva settlements and any future opioid settlements negotiated by the State Attorney General; and adopting the Texas Term Sheet
City Manager Joe Ashton stated that the state negotiated settlements with these corporation who contributed to the opioid epidemic and staff expected to receive about \$77,000, which would be earmarked for specific expenses. Ashton noted that this would allow the Town to participate in all past, current, and future similar settlements.

MOTION TO APPROVE. ACTION ADOPTION OF RESOLUTION NO. 2023-02, AUTHORIZING THE CITY MANAGER TO EXECUTE AND SUBMIT GLOBAL OPIOID SETTLEMENT DOCUMENTS RELATING TO THE ALLERGAN, WALMART, CVS, WALGREENS, JANSSEN, DISTRIBUTORS, ENDO, AND TEVA SETTLEMENTS AND ANY FUTURE OPIOID SETTLEMENTS NEGOTIATED BY THE STATE ATTORNEY GENERAL; AND ADOPTING THE TEXAS TERM SHEET. **MOVED BY MAYOR PRO TEM BROWN. SECONDED BY ROEMMICH. MOTION PASSED UNANIMOUSLY (5-0-0).**

- (14) Consider approval of a bid for tree trimming at the Police Station
Police Chief Jon Coulter stated that staff recommended the lowest bid. Councilmember Loe noted that another bid was from a Pantego business. Following discussion, Council directed staff to negotiate with the local business if possible but to approve the lower bid if necessary.

MOTION TO APPROVE. ACTION APPROVAL OF BID FOR TREE TRIMMING NOT TO EXCEED \$5,800. **MOVED BY MAYOR PRO TEM BROWN. SECONDED BY ROEMMICH. MOTION PASSED UNANIMOUSLY (5-0-0).**

- (15) Presentation of the 2022 Racial Profiling Report
Chief Jon Coulter stated this was required annual reporting that had been submitted to TCOLE and was now being presented to Council. There was neither discussion nor action on this item.

III. EXECUTIVE SESSION

The Council did not recess into Executive Session during this meeting.

IV. RECONVENE INTO OPEN SESSION AND TAKE ANY ACTION PURSUANT TO EXECUTIVE DISCUSSION, IF NECESSARY

V. COUNCIL INQUIRY

There was no discussion at this time.

VI. ADJOURNMENT

Mayor Brewster adjourned the meeting at 7:15 p.m.

ATTEST:

APPROVED:

CITY SECRETARY LESLIE E. GALLOWAY, TRMC

RUSS BREWSTER, MAYOR BREWSTER

MAYOR RUSSELL BREWSTER
MAYOR PRO TEM JEFF BROWN, PLACE 5
TORI ROEMMICH, PLACE 1
TYLER LOE, PLACE 2
MIKE DUNCAN, PLACE 3
GREGG KIDD, PLACE 4
CITY MANAGER JOE ASHTON



TOWN COUNCIL MINUTES

SPECIAL SESSION | MONDAY, MARCH 20, 2023 AT 6:00 P.M.

TOWN COUNCIL CHAMBERS | 1614 S BOWEN ROAD, PANTEGO, TX 76013

Constituting a quorum, the following members of the Town Council were present:

		PRESENT	ABSENT
	Mayor Russell Brewster	X	
Place 5	Mayor Pro Tem Jeff Brown	X	
Place 1	Councilmember Tori Roemmich	X	
Place 2	Councilmember Tyler Loe	X	
Place 3	Councilmember Mike Duncan	X	
Place 4	Councilmember Gregg Kidd	X	

Staff and consultants present at or dialing into the meeting included:

		PRESENT	ABSENT
City Manager	Joe Ashton	X	
City Secretary	Leslie E. Galloway	X	
Finance Director	Sean Smith	X	
Public Works Director	Bob Neal	X	
City Attorney	Carvan Adkins of TOASE (left at 7:43 p.m.)	X	
City Engineer	Stuart Williams of Kimley Horn	X	
Financial Advisor	Andre Ayala of Hilltop	X	

I. CALL TO ORDER AND WELCOME

Mayor Brewster called the meeting to order at 6:00 p.m., welcomed attendees, and asked if there were requests to speak. Hearing none, he moved to the first item.

II. SPECIAL SESSION

A. MAYOR AND COUNCIL REPORTS AND ANNOUNCEMENTS

In response to a question from Mayor Pro Tem Brown, Public Works Director Bob Neal discussed sewer line issues, washouts, and damage to the bridge in Bicentennial Park that had resulted from a recent storm event.

B. DISCUSSION, DECISION, AND ACTION ITEMS

- (1) Discuss and consider adoption of Resolution No. 2023-02 Directing Publication of Notice of Intention to Issue Combination Tax and Revenue Certificates of Obligation

Finance Director Sean Smith stated that Hilltop Managing Director Andre Ayala was present to provide updated figures. Mr. Ayala discussed three scenarios (with 20, 25, and 30 year amortizations), stated that combination COs were the recommended instrument as they can be repaid from utility or ad valorem revenues, and that approval of this item would direct staff to complete the required noticing of intent of the Council to consider issuance of up to \$18.5 million during their May 22 regular meeting.

There was some discussion of interest rates, that CO issuance was not subject to election, the Town's bond rating of AA, and the timing of the debt issuance

process. Councilmember Duncan noted a desire to minimize the amortization period as much as the existing budget and revenues would allow.

Finance Director Sean Smith presented to the Council the projected impact of each of the three amortization periods if they were fully funded from either ad valorem or utility revenues. Smith noted that the current tax year had included a more significant increase in property valuations than was usual or expected and, therefore, might result in more property owners challenging those valuations before the coming tax year. Therefore, he presented calculations based on two different total taxable values - the current 2022 tax year valuations versus an average of the prior three years.

There was discussion of the projected impacts on the tax and/or utility rates, how the Town's tax and utility rates compared to other municipalities in the region, the advantages and disadvantages of shorter amortization, and other utility projects that would need separate funding.

Councilmember Duncan requested that staff provide a proposed ratio for dividing the debt burden between property tax and utility rates, keeping in mind not only residents but also commercial customers. There was also discussion amongst the Council of reducing the issuance amount, critical pressure and capacity issues, needed rehabilitation of storage tanks, lifetime maintenance costs of steel-supported versus concrete pedestal towers, and the redundancy that would be provided by an additional elevated storage tank. Following Executive Session, the following action was taken:

MOTION TO APPROVE. ACTION APPROVE RESOLUTION NO. 2023-02 DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION. MOVED BY DUNCAN. SECONDED BY ROEMMICH. MOTION PASSED UNANIMOUSLY (5-0-0).

(2) Water system improvements and updates

Town Engineer Stuart Williams of Kimley-Horn stated that TCEQ had granted full regulatory approval for the reverse osmosis (RO) system and that he and staff were now working on plans and specifications for chemical storage options and coordinating with the Town Attorney on contracts. Williams added that staff expected this item to be ready to send for bid as early as the first of April and that the last item needed was a funding source. In response to Councilmember Kidd, Williams stated that Fort Worth had informally approved the wastewater element.

III. EXECUTIVE SESSION

Mayor Brewster and the Council recessed to Executive from 6:02 to 7:41 p.m., pursuant to §551.071 and §551.072. No action was taken pursuant to Executive. However, the Council did wait until after Executive to make a motion on item 1. Following action on item 1, item 2 was presented and discussed.

IV. RECONVENE INTO OPEN SESSION AND TAKE ANY ACTION PURSUANT TO EXECUTIVE DISCUSSION, IF NECESSARY

V. ADJOURNMENT

Mayor Brewster adjourned the meeting at 7:46 p.m.

ATTEST:

APPROVED:

CITY SECRETARY LESLIE E. GALLOWAY, TRMC

RUSS BREWSTER, MAYOR BREWSTER

STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM

11. CONSIDER APPROVAL OF RESOLUTION NO. 2023-03, APPROVING A ONE-YEAR CONTRACT EXTENSION WITH ARLINGTON FOODIES FARMERS MARKET, LLC, FOR THE USE OF BICENTENNIAL PARK FOR MONTHLY FARMERS MARKET EVENTS ON THE THIRD SATURDAYS

MEETING DATE

MONDAY, MARCH 27, 2023

PRESENTER

JOE ASHTON, City Manager

BACKGROUND

The current agreement expires following the May 20, 2023 event. The proposed agreement (attached) does not include any changes to the existing terms. It is simply a one-year extension that defines the dates and times of each monthly market (third Saturdays of June 2023 through May 2024), as required for such events by the Town's Code of Ordinances.

During a regular meeting on Wednesday, March 8, the PEDC Board voted unanimously to recommend to the Council approval of this item as presented. PEDC did have a concern regarding whether or not the Town was being charged by Republic for an extra emptying of our dumpster due to the Market and whether the Market should pay for that charge; Republic does not charge us for that so it's not a charge we need to pass through.

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Staff would recommend approval as presented. Arlington Foodies have been a great partner and the market is a significant asset in the community.

ATTACHMENTS

1. Resolution 2023-03
2. Attachment A: One-Year Farmers Market Agreement with Arlington Foodies (2023-2024)

RESOLUTION NO. 2023-03

A RESOLUTION OF THE TOWN OF PANTEGO, TEXAS, APPROVING AN AGREEMENT FOR THE SPECIFIC TIMES AND DATES, FROM JUNE 2023 THROUGH MAY 2024, THAT MONTHLY FARMERS MARKET EVENTS ARE HEREBY APPROVED TO BE OPERATED BY ARLINGTON FOODIES FARMERS MARKET, LLC, IN BICENTENNIAL PARK.

WHEREAS, a “Farmers Market” is defined by Section 1.11.071 of the Code of Ordinances as “Events approved by the Town Council, which are the subject of a farmers market agreement in a form adopted by a resolution of the Town Council, to take place during specified dates and times, and which are available to the public. At least 30% of the vendors participating in a farmers market must sell produce or food items or beverages or consumable items.”; and

WHEREAS, Section 1.11.076 of the Code of Ordinances outlines requirements of farmers market events in Bicentennial Park including that “A farmers market shall be operated only after a farmers market agreement has been entered ... in a form approved by the Town Council on dates and pursuant to a site plan and operational plan approved by the Town Council.”,

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

SECTION 1.

The Town Council hereby approves the “Town of Pantego Farmers Market Agreement (Allowing Sales of Beer and Wine)” attached hereto as “Exhibit A”. No Farmers Market event shall be allowed to be operated in the Town of Pantego’s Bicentennial Park outside of the terms set forth in this agreement or another such agreement approved by the Town Council.

SECTION 2:

This Resolution is effective immediately upon passage.

SIGNED AND SEALED THE 27TH DAY OF MARCH 2023.

MAYOR RUSSELL BREWSTER

ATTEST:

CITY SECRETARY LESLIE E. GALLOWAY

(SEAL)

**RESOLUTION NO. 2023-03
"EXHIBIT A"**

**TOWN OF PANTEGO
FARMERS MARKET AGREEMENT
(allowing sales of beer and wine)**

THIS AGREEMENT applies to use of the Town of Pantego’s Bicentennial Park (hereinafter “Park”) for use as a Farmers Market in accordance with Town of Pantego Code of Ordinance Article 1.11 § 1.11.076. This Farmers Market Agreement is between the Town of Pantego and the Operator of the Farmers Market.

Operator Information

Organization Name: Arlington Foodies Farmers Market, LLC
 Address: 208 N. Oak St Arlington, TX 76011 - Mailing Address
3206 Smith Barry Rd - Bicentennial Park - Event Location
 Phone: 817-793-2636
 Email: arlingtonfoodiesfarmersmarket@gmail.com
 Contact Name: Jennifer Hurley

Farmers Market dates and times:

<u>Date(s)</u>	<u>Times</u>	<u>Date(s)</u>	<u>Times</u>
June 17, 2023	5-8PM	December 16, 2023	5-8PM
July 15, 2023	5-8PM	January 20, 2024	5-8PM
August 19, 2023	5-8PM	February 17, 2024	5-8PM
September 16, 2023	5-8PM	March 16, 2024	5-8PM
October 21, 2023	5-8PM	April 20, 2024	5-8PM
November 18, 2023	5-8PM	May 18, 2024	5-8PM

In accordance with Town of Pantego Code § 1.11.076(e), the Town reserves the right upon reasonable notification to require cancellation or rescheduling of any Farmers Market date and time. Additionally, upon mutual written consent between the Operator and the City Manager or Park Superintendent, or their designee, the date and time of any of the Farmers Market events stated above may be changed provided that in addition to mutual written agreement, reasonable advance notice to the public and to vendors can be provided.

ADDITIONAL TERMS CONDITIONS AND REQUIREMENTS:

Damage Deposit: The reservation of the Town Park Facilities is hereby made by payment herewith of a reservation/damage deposit in the amount of N/A. The damage deposit shall be retained until conclusion of all scheduled Farmers Markets listed above and shall be used to reimburse the Town for damage, if any, caused by the Farmers Market.

Site Plan Requirements: Operator shall provide a site plan map to include the location of vendors, any additional dumpsters or trash or waste receptacles, and the locations of any port-a-let. Such site plan is subject to reasonable review and approval by public safety officials of the Town.

Sound Amplification Prohibited: This Agreement does not allow amplification of sound.

Damage: Operator shall use the Park in a safe, prudent, and responsible manner and only for the usual and intended purpose. Operator shall be liable for any damage resulting to the Park and caused by either the Operator or the persons he or she is responsible for supervising.

General Prohibitions:

No smoking or vaping allowed in the Park.

No gambling or fighting permitted.

No private attractions, bounce houses, water slides, dunk tanks, mechanical bulls, etc. are permitted in the Park.

No improper use of facilities permitted.

All Town and State laws must be followed.

Sales of Alcohol: In connection with any scheduled Farmers Market date listed above involving the sale of alcoholic beverages (limited to beer and wine), the Operator shall at least 7 calendar days before the date provide the following to the Town: (1) Identification of and contact information for each vendor of alcoholic beverages; (2) Copies of insurance binders or other appropriate documentation to demonstrate each vendor of alcoholic beverages (limited to beer and wine) has appropriate insurance coverage; (3) Copies of all licenses and permits issued by the State of Texas or any governmental entity authorizing each such vendor to sell alcoholic beverages at events including the Farmers Market; and (4) a site plan showing the area of allowable alcohol possession.

Acceptance of Premises as Is: By signing below, Operator affirms that it has had the opportunity to inspect the premises and Operator accepts said premises in the current condition. The Town assumes no liability for injury to, or damage to property of persons using the Park pursuant to this Agreement.

Compliance with Regulations: Operator shall obey all directions and instructions from authorized Town personnel and all applicable rules and regulations of the Town regarding the use of the Park.

Cleanup: Operator shall leave the Facilities in a clean and orderly condition. All trash shall be disposed of properly and all equipment shall be returned to its designated location. Failure to properly clean the Park after use will result in a forfeiture of cleaning deposit and potentially the perpetual suspension of reservation privileges in the future. Operator shall be responsible for providing or arranging to provide adequate trash and waste receptacles.

Limitation of Liability. Indemnification: Operator agrees that, in the absence of gross negligence by the Town, the Town shall have no liability for damage to or loss of property of its affiliates while such property is on the premises of the Park. Operator further agrees, in the absence of gross negligence by the Town, to indemnify the Town and hold it harmless from any and all claims arising from any injury, including death, to any agent, employee or guest of Operator or its affiliates in connection with any activity hereunder at the Park. Operator further agrees to indemnify the Town and hold it harmless from any and all claims for any damage or injury to persons or property caused by any agent or employee of Operator or its affiliates in or on the Park premises.

Insurance: The Farmers Market Operator must carry property, bodily injury and liability insurance of ONE MILLION DOLLARS (\$1 Million) per occurrence. The Town of Pantego must be shown as an additional named insured on the insurance declaration.

Signage: The Farmers Market Operator must erect at least 5 signs indicating the area where alcohol possession is allowed.

Miscellaneous: Reasonable rules and standards of conduct prescribed by the Town of Pantego shall be applicable to all persons present in the Park and all such persons shall be subject to the governmental powers of the Town of Pantego. **Please see attached Town of Pantego Code of Ordinances Article 1.11 Sections 1.11.071 through 1.11.076 adopted by the Town of Pantego.**

Assignment: Any amendment, modification, termination, or rescission affecting this Agreement shall be made in writing, signed by the parties and attached hereto. Operator shall not assign or transfer any rights under this Agreement.

Integration Clause: This Agreement contains the entire understanding between parties with respect to the subject matter herein and supersedes all prior written and oral agreements and representations pertaining hereto.

Severance Clause: The invalidity or unenforceability of any part of this Agreement shall not invalidate or affect the remainder, which shall continue to govern the relative rights and duties of the parties as though the invalid or unenforceable part were not a part hereof.

Authorized Signature: On behalf of the Operator, I represent that I am authorized to represent the above-named Operator organization and that my signature is binding upon the organization.

EXECUTED THIS 27TH **DAY OF** MARCH, **2023.**



ARLINGTON FOODIES FARMERS MARKET
CO-OWNER JENNIFER HURLEY

PANTEGO CITY MANAGER
JOE ASHTON

3RD SATURDAY PANTEGO FARMERS MARKET SPACING MAP



- CONE FOR TENT PLACEMENT
- NO TENT SPACE
- C1-C10 - COVERED, NO TENT & TABLE W/ CONCRETE OR ASTRO TURF FLOORING FOR HOT FOOD.
- FT1-FT10 - FOOD TRUCK SPACE, 2 PARKING SPACES PER FOOD TRUCK.
- 1-46 - 10' X 10' SPACE, W/TENT
- C1-C10, 57-60 RESERVED FOR TIME & TEMP
- 44-45 RESERVED FOR FARMERS' MARKET

POSSIBLE MAXIMUM SPACE LAYOUT WITH 7' FIRE BREAK BETWEEN TENTS.
ARLINGTONFOODIES.COM | PH. 682.800.1632 | ARLINGTONFOODIESFARMERSMARKET@GMAIL.COM



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/15/2023

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 have ADDITIONAL INSURED provisions or 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 The Jenkins Agency Inc Po Box 1186 Arlington TX 760041186		CONTACT NAME: SHARPE-JENKINS, DALE PHONE (A/C, No, Ext): +1-817-2264311 FAX (A/C, No): E-MAIL ADDRESS:																						
INSURED Arlington Foodies Farmer's Market, Llc 208 N Oak St Arlington TX 760117552		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>General Insurance Company of America</td> <td>24732</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	General Insurance Company of America	24732	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER E:																								
INSURER F:																								

COVERAGES **CERTIFICATE NUMBER:** 0203379069 **REVISION NUMBER:** 2016-03

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	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Businessowners GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER			BWG63541849	07/16/2022	07/16/2023	EACH OCCURRENCE \$ 1,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000.00 MED EXP (Any one person) \$ 15,000.00 PERSONAL & ADV INJURY \$ 1,000,000.00 GENERAL AGGREGATE \$ 2,000,000.00 PRODUCTS - COM/POP AGG \$ 2,000,000.00 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>			BWG63541849	07/16/2022	07/16/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000.00 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Proof of Insurance

CERTIFICATE HOLDER Arlington Foodies Farmer's Market, Llc 208 N Oak St Arlington TX 760117552	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  Curtis Luken
---	--

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ACORD 25 (2016/03)

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STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM **12. CONSIDER APPROVAL OF RESOLUTION NO. 2023-04, APPROVING A COOPERATIVE PURCHASING AGREEMENT WITH THE CITY OF LANCASTER**

MEETING DATE **MONDAY, MARCH 27, 2023**

PRESENTER

BOB NEAL, Public Works Director

BACKGROUND

The attached cooperative purchasing agreement and related Resolution would allow the Town to utilize contracts awarded by the City of Lancaster via the competitive bidding process, without our staff having to take the projects to bid separately. We are specifically interested in having a formal agreement in place to contract with C&M Concrete but this generic agreement would give us access to all available agreements that Lancaster has in place now or in the future.

If the Council should approve this item, it will then be sent to Lancaster staff for consideration by their Council.

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Staff would recommend approval as presented.

ATTACHMENTS

1. Resolution 2023-04
2. Cooperative Purchasing Agreement - Lancaster

RESOLUTION NO. 2023-04

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH AND BETWEEN THE CITY OF LANCASTER FOR PARTICIPATION IN CONTRACTS FOR GOODS AND SERVICES FOR EACH MUNICIPALITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Government Code, Chapter 791, authorizes the formulation of interlocal cooperation agreements between and among local governments; and

WHEREAS, the Town of Pantego (the "Town") and the City of Lancaster (the "City") desire to enter into this agreement for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, programs, and services; and

WHEREAS, the Town and the City represent that each are independently authorized to perform the functions or services contemplated by this Agreement; and

WHEREAS, it is deemed in the best interest of all participating governments that said governments do enter into a mutually satisfactory agreement for the purchase of necessary equipment, supplies, and service; and

WHEREAS, the participating governments are of the opinion that cooperation in the purchasing of equipment, supplies, services, and auctions will be beneficial to the taxpayers of the governments through the efficiencies and potential savings to be realized,

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 enter into an Interlocal Agreement with the City of White Settlement for participation in contracts for goods and services for each municipality.

SECTION 2.

This Resolution is effective immediately upon passage.

SIGNED AND SEALED THE 27TH DAY OF MARCH 2023.

MAYOR RUSSELL BREWSTER

ATTEST:

CITY SECRETARY LESLIE E. GALLOWAY

**RESOLUTION NO. 2023-04
EXHIBIT A**

**COOPERATIVE PURCHASING AGREEMENT BETWEEN
TOWN OF LANCASTER AND TOWN OF PANTEGO**

This Cooperative Purchasing Agreement ("Agreement"), is made and entered into by and between the City of Lancaster, Texas ("Lancaster"), and the Town of Pantego, Texas ("Pantego").

Lancaster and Pantego desire to enter into this Agreement for the purchase of goods and services from vendors selected through the competitive bidding process. Pursuant to the authority granted by Chapter 271 of the Texas Local Government Code, providing for the cooperation between local governmental bodies, the parties hereto, in consideration of the premises and mutual promises contained herein, agree as follows:

I. LANCASTER.

- A. Lancaster shall be allowed to purchase goods and services from vendors who have been selected by Pantego through the competitive bidding process. Lancaster will place orders directly with and pay directly to the selected vendor for goods and services purchased through a contract.
- B. All purchases will be within the specifications and under the terms and conditions that have been agreed to by the parties. Lancaster shall be responsible for the vendors' compliance with all conditions of delivery, price, and quality of the purchased goods or services.
- C. Lancaster's Purchasing Agent shall be designated as the official representative to act for Lancaster in all matters relating to this cooperative purchasing agreement.

II. PANTEGO.

- D. Pantego shall be allowed to purchase goods and services from vendors who have been selected by Lancaster through the competitive bidding process. Pantego will place orders directly with and pay directly to the selected vendor for goods and services purchased through a contract.
- E. All purchases will be within the specifications and under the terms and conditions that have been agreed to by the parties. Pantego shall be responsible for the vendors' compliance with all conditions of delivery, price, and quality of the purchased goods or services.
- F. Pantego's Purchasing Agent shall be designated as the official representative to act for Pantego in all matters relating to this cooperative purchasing agreement.

This Agreement shall take effect upon execution by the signatories and shall be in effect from date of execution until terminated by either party with thirty (30) days' advance written notice.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their authorized officers.

CITY OF LANCASTER

TOWN OF PANTEGO

BY: _____
OPAL MAULDIN-JONES, CITY MANAGER

BY: _____
JOE ASHTON, CITY MANAGER

DATE: _____

DATE: _____

ATTEST: _____
SORANGEL O. ARENAS, CITY SECRETARY

ATTEST: _____
LESLIE E. GALLOWAY, CITY SECRETARY

STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM

13. HOLD A PUBLIC HEARING, DISCUSS, REVIEW, AND CONSIDER ACTION ON ZONING CASE Z-271, A PROPOSED PRELIMINARY PLAT FOR PANTEGO BUSINESS PARK ADDITION, AS REQUESTED BY CHASE BRYANT FOR THE PROPERTY LOCATED AT 2500 SMITH BARRY ROAD IN THE NATHAN SMITH SURVEY, ABSTRACT 1432, TRACT 9D01, PANTEGO, TARRANT COUNTY, TEXAS, A SITE GENERALLY LOCATED ON THE SOUTH SIDE OF WEST PIONEER PARKWAY BETWEEN IVYGREEN COURT AND SOUTH BOWEN ROAD

MEETING DATE **MONDAY, MARCH 27, 2023**

PRESENTER

JOE ASHTON, City Manager

BACKGROUND

This is a vacant parcel at the southwest corner of Smith Barry Road and Bowen. The adjacent property to the north and south is commercial - with a dental office to the north and an Oncor service center to the south. The properties to the east and west are residential.

The applicant plans to develop the property as commercial office space, which would be in accordance with the existing C-1 zoning category. The land has not previously been platted, which, as the Council is aware, is necessary before any site plans or construction documents can be submitted for review. Therefore, this preliminary plat is being submitted for Council's consideration.

Staff including Town Engineer Stuart Williams of Kimley-Horn provided comments on the initial submittal and are now comfortable that all concerns have been addressed. Those comments are included in your packet for reference. However, only the most recent preliminary plat submittal is included here.

The Planning and Zoning (P&Z) Commissioners, during a regular meeting on Monday, March 6, voted unanimously to recommend request, with a vote of 4-0, with the following conditions:



STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

- 1) That the rear walls do not have windows facing the adjacent residences. The applicant has agreed and amended their renderings.
- 2) That the fencing between the property and the adjacent residences be taller than the normally allowed 8 feet. The applicant has agreed to this and our ordinance allows P&Z/Council the authority to allow taller fencing as an exception to the height requirement.
- 3) A traffic study be conducted. Staff has not conducted this study yet as P&Z is a recommending body but will do so at Council's direction prior to the consideration of a Final Plat.
- 4) That the applicant provide a three-year performance bond with regard to the underground detention.

P&Z also had concerns over the exterior color of the proposed buildings; while that's not something we can require, the applicants have revised their rendering to reflect that input.

THE PROPOSED DEVELOPMENT

Though this item does not include any consideration, evaluation, or approval of proposed development of the site, staff is aware that there have been some concerns expressed within community and is, therefore, including renderings provided by the property owner of the various facades of the potential structure, a traffic generation study, and a letter addressing pavement capacity within the site.

As the Council will notice, Buildings 2 and 3 have no westward facing windows (the side of the building abutting residential lots). The owner has also agreed to include in the plans a 10' fence along the property line to offer privacy and buffering for those neighboring residential lots.

Again, such concerns should not affect any consideration of the preliminary plat that is before you now as they will be formally addressed during any potential plan submittal and review process. Staff did want to take this opportunity to assure Council and residents that it does appear that the property owner is prepared to be responsive to concerns of the community and surrounding property owners.

In response to an inquiry from Chief Fulton, a letter regarding pavement capacity has been provided by the applicant's engineers. A Trip Generation Study is also attached for the Council's review.



STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL



FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Assuming the preliminary plat, as presented, meets all legal requirements, approval by the Council is a ministerial task.

ATTACHMENTS

1. Preliminary Plat for Pantego Business Park
2. Memo Addressing Pavement Capacity Questions from Staff
3. Trip Generation Report Related to the Proposed Development on this Site



PRELIMINARY PLAT APPLICATION

APPLICANT INFORMATION

NAME: Chase Bryant DATE: 11/8/2022
 ADDRESS: 3426 Augusta Blvd, Rockwall, Texas 75087
 PHONE: [REDACTED] FAX: _____

* IF APPLICANT IS NOT PROPERTY OWNER, AGENT AUTHORIZATION FORM MUST BE COMPLETED*

Developer: <u>Pantego Development LLC</u> Address: <u>3426 Augusta Blvd</u> City / State / Zip: <u>Rockwall, TX 75087</u> Phone / Fax: [REDACTED]	Agent: _____ Address: _____ City / State / Zip: _____ Phone / Fax: _____
Surveyor: <u>Joyce P. Stanton</u> Address: <u>908 W. Main Street</u> City / State / Zip: <u>Arlington, TX 76013</u> Phone / Fax: [REDACTED]	Engineer: <u>Joyce P. Stanton</u> Address: <u>908 W. Main Street</u> City / State / Zip: <u>Arlington, TX 76013</u> Phone / Fax: [REDACTED]

PROPERTY INFORMATION

ADDRESS OF LOCATION: 2500 Smith Barry Road
 SUBDIVISION NAME: Pantego Business Park Addition LOT: 1 BLOCK: 1
 PRESENT ZONING: C-1 ZONING CHANGE REQUESTED: YES NO *if Yes* CASE#: _____
 TOTAL ACREAGE: 3.357 TOTAL NUMBER OF LOTS: 1

DEVELOPMENT INFORMATION

PRESENT USE OF PROPERTY: Single Family Duplex Apartments
 Commercial Industrial Other

PROPOSED USE OF PROPERTY: Commercial-Office

DEVELOPER OF PROPERTY WILL BE: Present Owner Purchaser Unknown

CONTINUED

please be aware that the Town does not enforce deed restrictions

- Are there deed restriction pertaining to the intended use of the property? Yes (if so, attach copy) No
- Does this application comply with the Town's master plan? Yes No
- Is any portion of this plat / subdivision subject to floodplain / floodway? Yes No
- Do all lots have access to public streets? Yes No
- Do all lots meet minimum standards? Yes No
- Do street sizes and dimensions meet standards? Yes No

ACKNOWLEDGMENTS

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now or will be fully prepared to present the above proposal at the Planning and Zoning Commission hearing thereon. I understand that if any of the above information is found to be wrong or inaccurate that my application may be removed from consideration prior to the time the application is voted upon by the governing body of the Town. I further acknowledge that attesting to inaccurate or false information on this zoning application can result in conviction of a misdemeanor and fine not to exceed \$2,000.

I understand that in the event the undersigned is not present or represented at the public hearing the Planning and Zoning Commission shall have the power to dismiss this proposal either at the call of the case or after hearing, and such dismissal shall constitute a denial by both the Planning and Zoning Commission and the Town Council.

I reserve the right to withdraw this proposal at any time, except during notice periods, upon written request filed with the City Secretary, and such withdrawal shall immediately stop all proceedings thereon; provided, however, withdrawal filed at any time after the giving of notice of the Planning and Zoning Commission hearing shall constitute a denial by the Commission and the Town Council. I understand that the filing fee is not refundable upon withdrawal of the proposal.

Signature(s):

Owner: Matthew Chase Bryant Date: 11/28/22

Applicant: Matthew Chase Bryant Date: 11/28/22

TOWN OFFICE USE ONLY

INITIAL SUBMISSION:	PRIOR TO P&Z AGENDA
<input checked="" type="checkbox"/> Completed Application <input checked="" type="checkbox"/> Fee (amount: \$ <u>1500</u> receipt#: <u>227088</u>) <input type="checkbox"/> Six(6) 24"x 36" copies of preliminary plan <input type="checkbox"/> Six(6) 24"x 36" copies of drainage plan <input type="checkbox"/> Six(6) 24"x 36" copies of water plan <input type="checkbox"/> Six(6) 24"x 36" copies of sewer plan	<input type="checkbox"/> Utility Approval plan <input type="checkbox"/> Twenty (15) 24"x 36" copies of preliminary plat <input checked="" type="checkbox"/> Tax Certificate
Accepted By: <u>Alex Russell-bere</u> Date: <u>1/13/23</u>	Submitted to Agenda by: _____ Date: _____

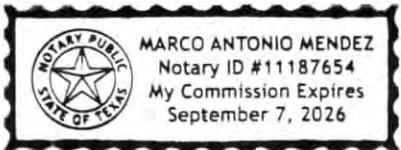


Agent Authorization Form – to be used if Owner is not Applicant

Date: 1/6/23

This letter shall serve as authorization for Joyce Stanton-Disurillo-Terry to file this application for the property described herein.

Owner: Pantego Development LLC
 Address: 3426 Augusta Blvd
 City / State / Zip: Rockwall TX 75087
 Phone / Fax: 972 839 0067
 Recorded in Volume _____, Page _____, Tarrant County Deed Records
Matthew Chua
 Owner's Signature
 State of Texas)
 County of Collin
 Sworn and subscribed before me the undersigned notary public this the 9th day of January 2023.
Marco Antonio Mendez
 Notary Public
 Commission Expires:
 Seal:





TARRANT COUNTY TAX OFFICE

100 E. Weatherford, Room 105 • Fort Worth, Texas 76196-0301 • 817-884-1100
taxoffice@tarrantcounty.com
In God We Trust

WENDY BURGESS
Tax Assessor-Collector

TAX CERTIFICATE FOR ACCOUNT : 00004185935
AD NUMBER: A1432 9D01
CERTIFICATE NO : 91651719

DATE : 1/9/2023
FEE : \$10.00

PAGE 1 OF 1

COLLECTING AGENCY

WENDY BURGESS
PO BOX 961018
FORT WORTH TX 76161-0018

PROPERTY DESCRIPTION

SMITH, NATHAN SURVEY ABSTRAC
T 1432 TRACT 9D01

0002500 SMITH BARRY RD
3.358 ACRES

REQUESTED BY

PANTEGO DEVELOPMENT LLC

PROPERTY OWNER

PANTEGO DEVELOPMENT LLC

3426 AUGUSTA BLVD
ROCKWALL TX 75087

3426 AUGUSTA BLVD
ROCKWALL TX 75087

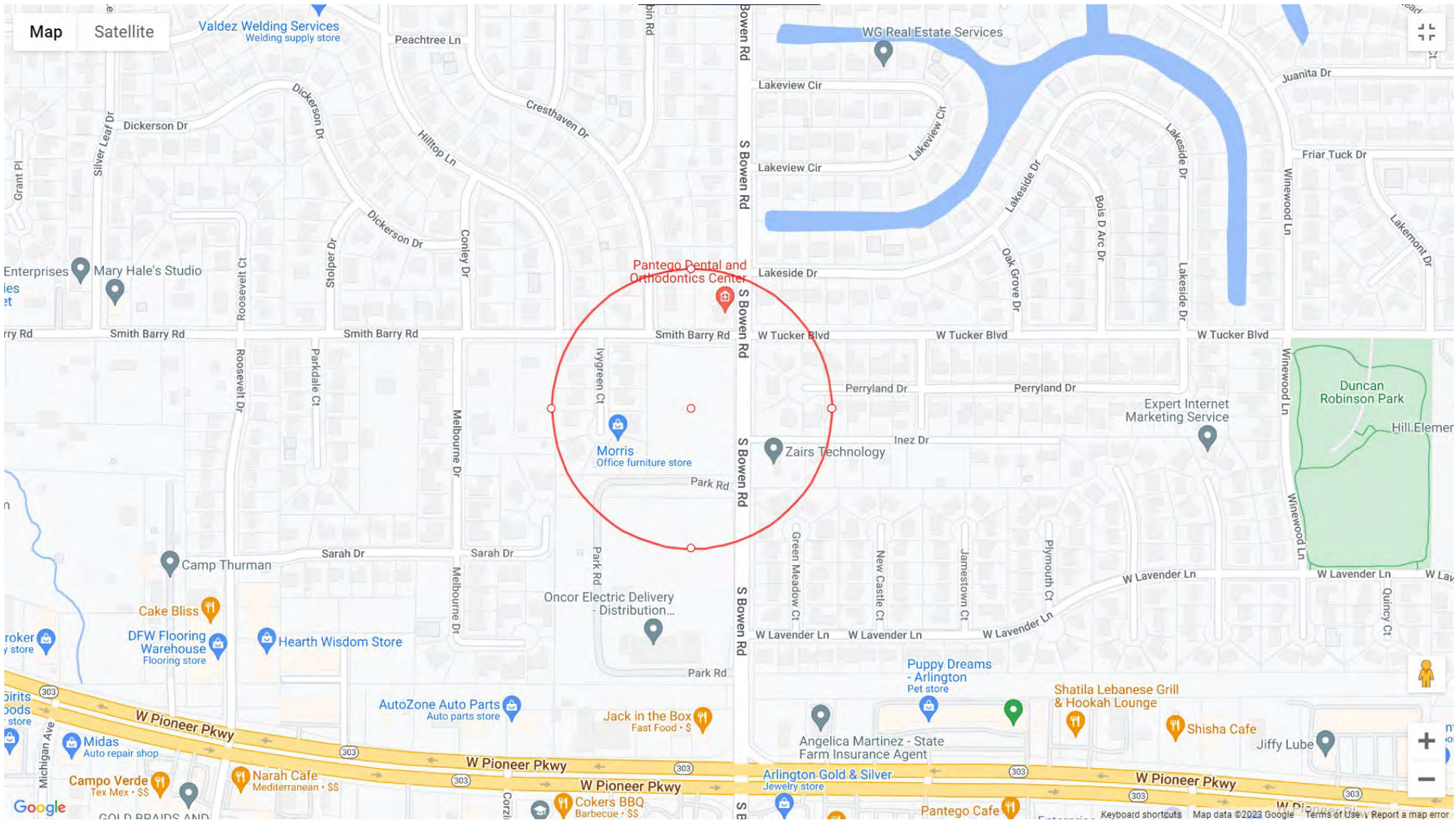
Table with 3 columns: YEAR, TAX UNIT, AMOUNT DUE. Rows include 2022 taxes for TOWN OF PANTEGO, Tarrant County, JPS HEALTH NETWORK, TARRANT COUNTY COLLEGE, and ARLINGTON ISD, with a TOTAL row showing \$0.00.

ISSUED TO : PANTEGO DEVELOPMENT LLC
ACCOUNT NUMBER: 00004185935
TOTAL CERTIFIED TAX: \$0.00

As Deputy Tax Assessor/Collector for Tarrant County , I do hereby certify pursuant to Texas Property Tax Code Section 31.08 that the delinquent taxes, penalties and attorney fees due for only the above described property are as listed below according to the current tax records. Additional taxes may become due on the described property, which are not reflected herein, if the said described property has or is receiving any special statutory valuations that may trigger tax rollback provisions and other changes to the appraisal roll made subsequent to the issuance of this certificate.

This certificate applies to ad valorem taxes only and does not apply to any special assessment levies.

[Signature] Deputy



LEGAL DESCRIPTION

BEING that certain lot, tract, or parcel of land located in the Nathan Smith Survey, Abstract No. 1432, in the Town of Pantego, Tarrant County, Texas, and being all of that certain tract of land described in deed to PNTG LLC, a Texas limited liability company, as recorded in Instrument Number D215173917, of the Deed Records of Tarrant County, Texas (DRTCT), subject tract being more particularly described as follows;

BEGINNING at a 1/2 inch iron rod found with a yellow plastic cap stamped "DiSciullo & Terry", said iron rod being located at the intersection of the west right-of-way line of South Bowen Road (County Road 2013 - variable width R.O.W.), and the south right-of-way line of Smith Barry Road (County Road 2109 - variable width R.O.W.);

THENCE South 00°29'18" East, with the said west right-of-way line of South Bowen Road, a distance of 443.39 feet to a 1/2 inch iron rod found, said iron rod being the southeast corner of the aforementioned PNTG tract, and the northeast corner of that certain tract of land described in deed to Texas Electric Service Company (TESCO) recorded in Volume 3930, Page 568, DRTCT;

THENCE South 89°06'53" West, departing the west right-of-way line of South Bowen Road, and with the south line of said PNTG tract, and the north line of said TESCO tract, a distance of 317.95 feet to a 3/4 inch iron rod found for corner, said iron rod being the southwest corner of the PNTG tract, and the southeast corner of the Ivygreen Addition, an addition to the Town of Pantego according to plat recorded in Cabinet A, Slide 1878, of the Plat Records of Tarrant County, Texas;

THENCE North 00°27'38" West, with the west line of the PNTG tract, and the east line of said Ivygreen Addition, a distance of 468.54 feet to a 3/4 inch iron rod found for corner, said iron rod being the northwest corner of the PNTG tract, also being located on the south right-of-way line of the aforementioned Smith Barry Road, and being the beginning of a non-tangent curve to the right;

THENCE with said south right-of-way line of Smith Barry Road, with said curve having a central angle of 06°09'00", a radius of 1119.98 feet, a tangent length of 60.17 feet, a chord which bears South 87°48'17" East, a chord distance of 120.16 feet, for an arc distance of 120.21 feet to the end of said curve and a 1/2 inch iron rod found at the beginning of a tangent reverse curve to the left;

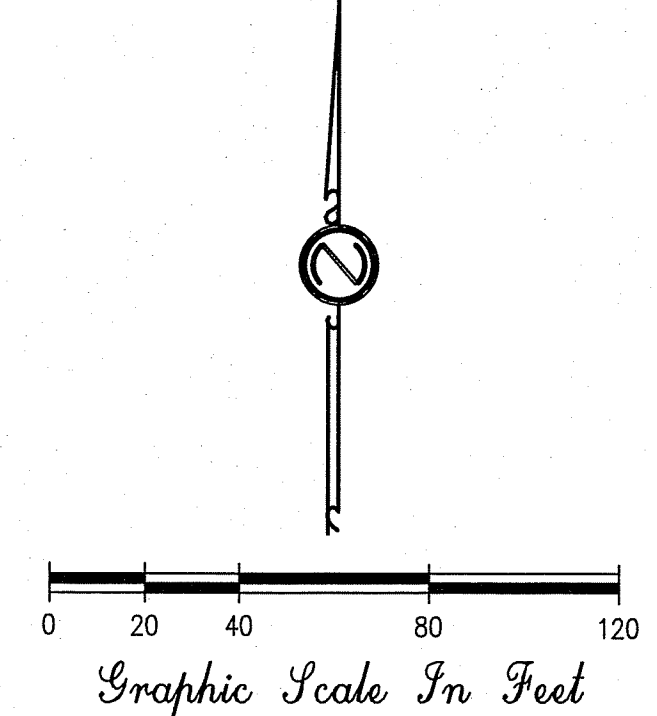
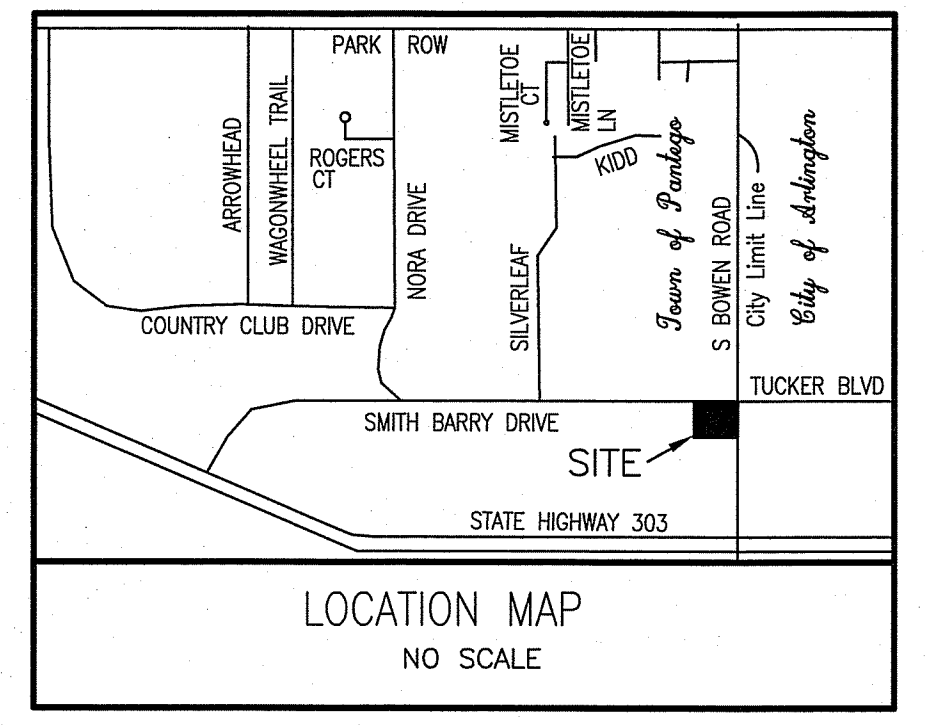
THENCE continuing with the south right-of-way line of Smith Barry Road, and with said curve having a central angle of 06°08'59", a radius of 1138.98 feet, a tangent length of 61.18 feet, a chord which bears South 87°48'16" East, a chord distance of 122.19 feet, for an arc distance of 122.25 feet to the end of said curve, and a 1/2 inch iron rod found, for corner;

THENCE North 89°06'08" East, continuing with the south right-of-way line of Smith Barry Road, a distance of 58.72 feet to a 1/2 inch iron rod found with a yellow plastic cap stamped "DiSciullo & Terry", said iron rod being located on the southwest line of the aforementioned south right of way line of Smith Barry Road, for corner;

THENCE South 45°26'20" East, with said southwest right of way line, a distance of 16.80 feet to a 1/2 inch iron rod found with a yellow plastic cap stamped "DiSciullo & Terry", for corner;

THENCE South 89°02'48" East, continuing with the said south right of way line of Smith Barry Road, a distance of 5.05 feet to the POINT OF BEGINNING of herein described tract, containing 146,217 square feet, or 3.357 acres of land.

PRELIMINARY NOT TO BE FILED FOR ANY REASON RELEASED FOR REVIEW 3/2/2023



PRELIMINARY PLAT
LOT 1, BLOCK 1,
PANTEGO BUSINESS PARK
ADDITION

BEING 3.358 ACRES OUT OF THE NATHAN SMITH SURVEY,
ABSTRACT No. 1432

PANTEGO, TARRANT COUNTY, TEXAS

DATE: DECEMBER 2022 SCALE: 1"=40'

FILE: P:\PANTEGO BUSINESS PARK\1-Preliminary Plat\PP--DWG\1-PP--Pantego BP---PRELIM PLAT

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
ENGINEERING AND SURVEYING

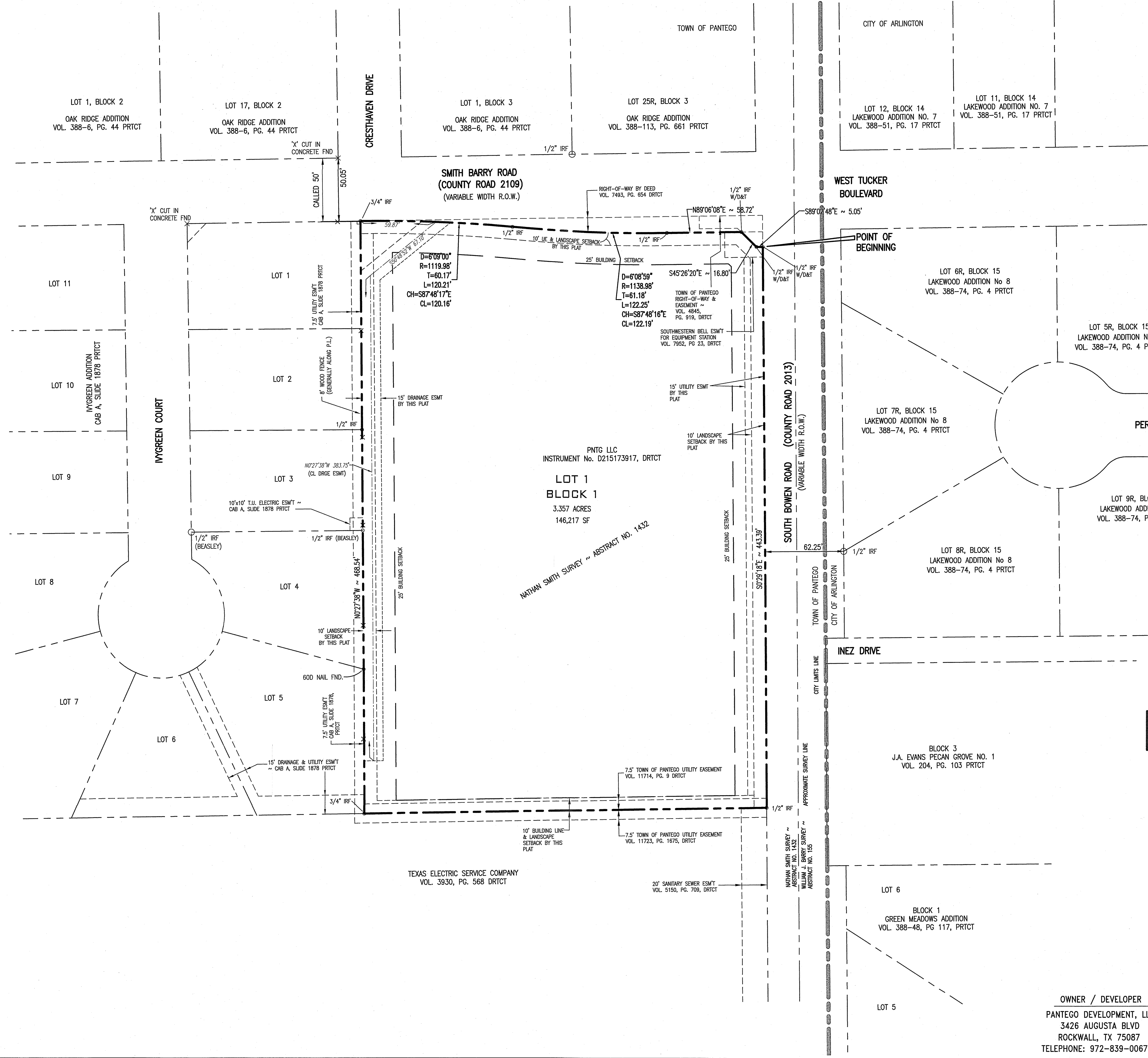
908 WEST MAIN STREET * ARLINGTON, TEXAS 76013
TELEPHONE: 817-275-3361

ESTABLISHED 1953 * FIRM No. E-615 & S-100049-00
EMAIL: jstanton@dterry.com

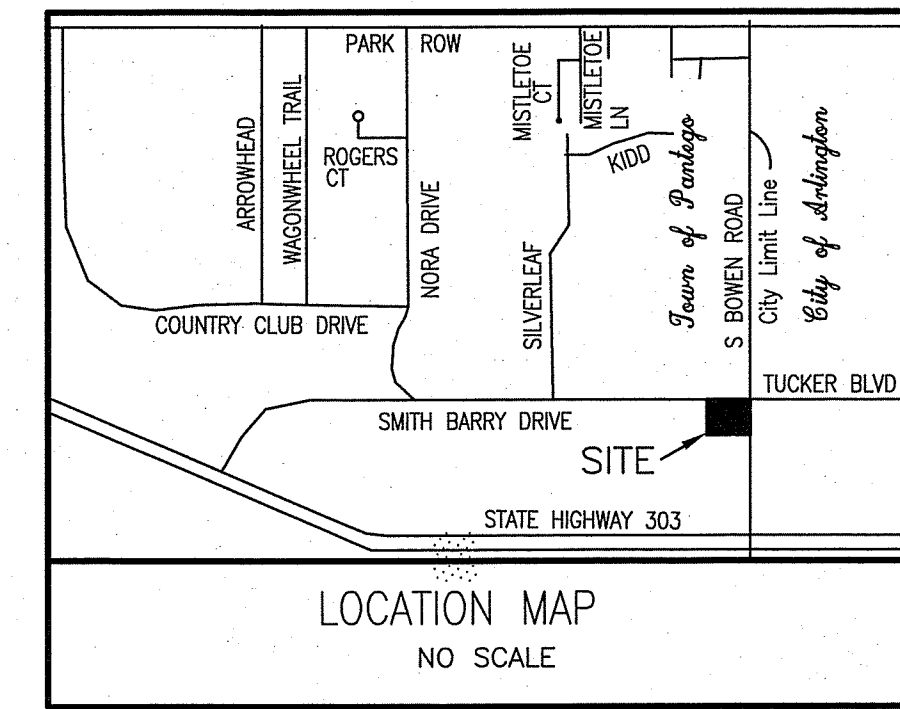
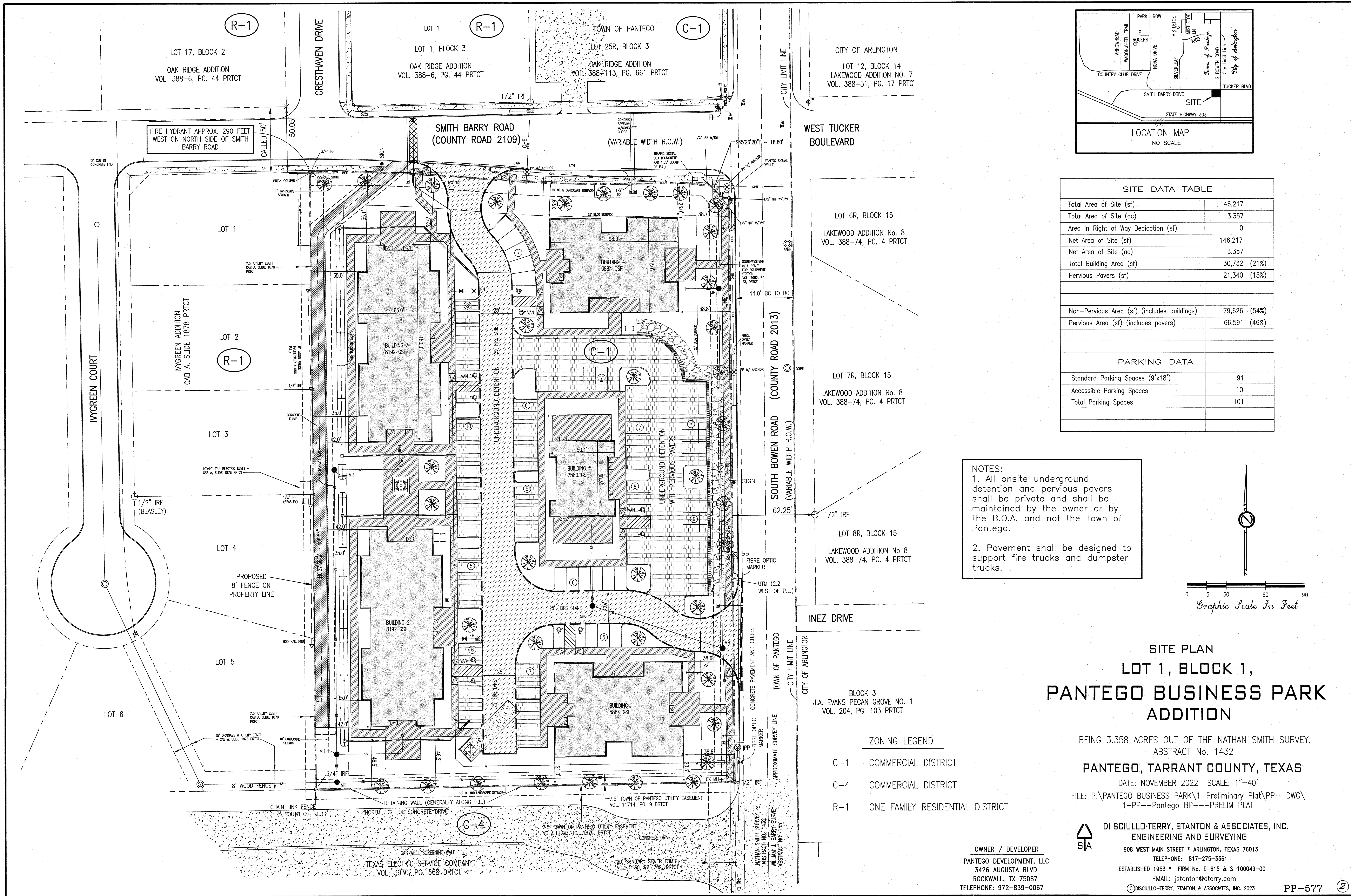
DISCIULLO-TERRY, STANTON & ASSOCIATES, INC. 2023

PP-577

OWNER / DEVELOPER
PANTEGO DEVELOPMENT, LLC
3426 AUGUSTA BLVD
ROCKWALL, TX 75087
TELEPHONE: 972-839-0067

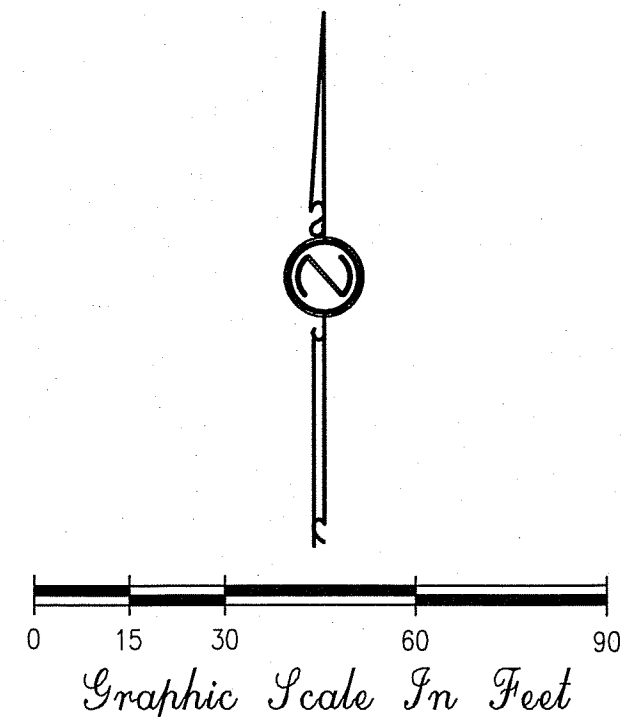


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SITE DATA TABLE	
Total Area of Site (sf)	146,217
Total Area of Site (ac)	3.357
Area In Right of Way Dedication (sf)	0
Net Area of Site (sf)	146,217
Net Area of Site (ac)	3.357
Total Building Area (sf)	30,732 (21%)
Pervious Pavers (sf)	21,340 (15%)
Non-Pervious Area (sf) (includes buildings)	79,626 (54%)
Pervious Area (sf) (includes pavers)	66,591 (46%)
PARKING DATA	
Standard Parking Spaces (9'x18')	91
Accessible Parking Spaces	10
Total Parking Spaces	101

NOTES:
 1. All onsite underground detention and pervious pavers shall be private and shall be maintained by the owner or by the B.O.A. and not the Town of Pantego.
 2. Pavement shall be designed to support fire trucks and dumpster trucks.



**SITE PLAN
 LOT 1, BLOCK 1,
 PANTEGO BUSINESS PARK
 ADDITION**

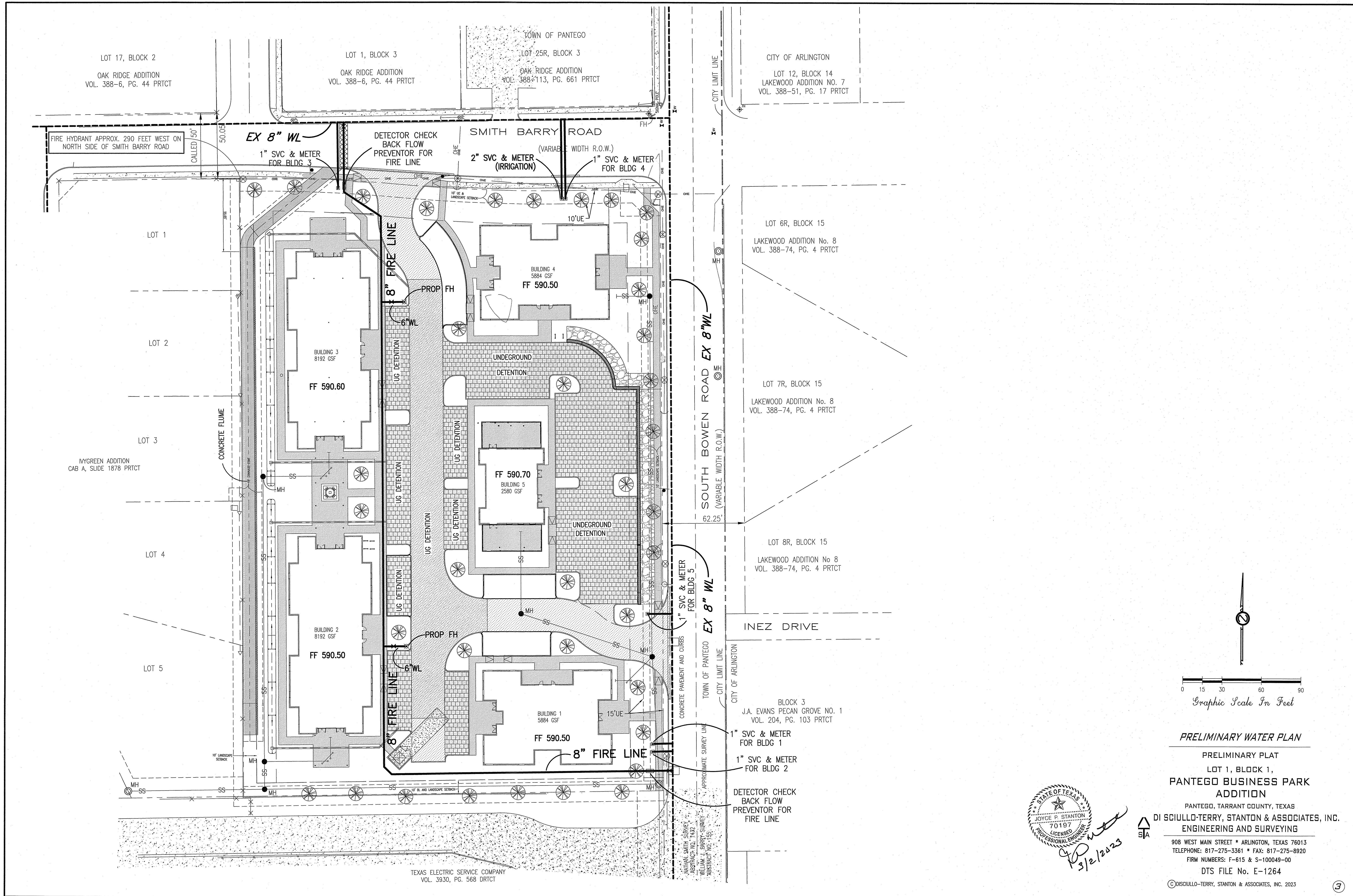
BEING 3.358 ACRES OUT OF THE NATHAN SMITH SURVEY,
 ABSTRACT No. 1432
PANTEGO, TARRANT COUNTY, TEXAS
 DATE: NOVEMBER 2022 SCALE: 1"=40'
 FILE: P:\PANTEGO BUSINESS PARK\1-Preliminary Plat\PP--DWG\1-PP--Pantego BP--PRELIM PLAT

- ZONING LEGEND**
- C-1 COMMERCIAL DISTRICT
 - C-4 COMMERCIAL DISTRICT
 - R-1 ONE FAMILY RESIDENTIAL DISTRICT

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
 ENGINEERING AND SURVEYING
 908 WEST MAIN STREET * ARLINGTON, TEXAS 76013
 TELEPHONE: 817-275-3361
 ESTABLISHED 1953 * FIRM No. E-615 & S-100049-00
 EMAIL: jstanton@dterry.com
 ©DISCIULLO-TERRY, STANTON & ASSOCIATES, INC. 2023

OWNER / DEVELOPER
 PANTEGO DEVELOPMENT, LLC
 3426 AUGUSTA BLVD
 ROCKWALL, TX 75087
 TELEPHONE: 972-839-0067

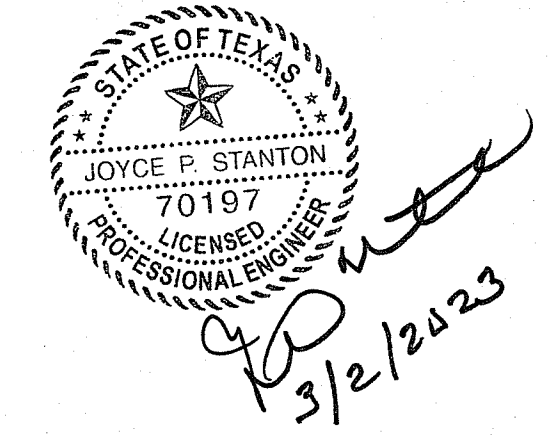
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PRELIMINARY WATER PLAN

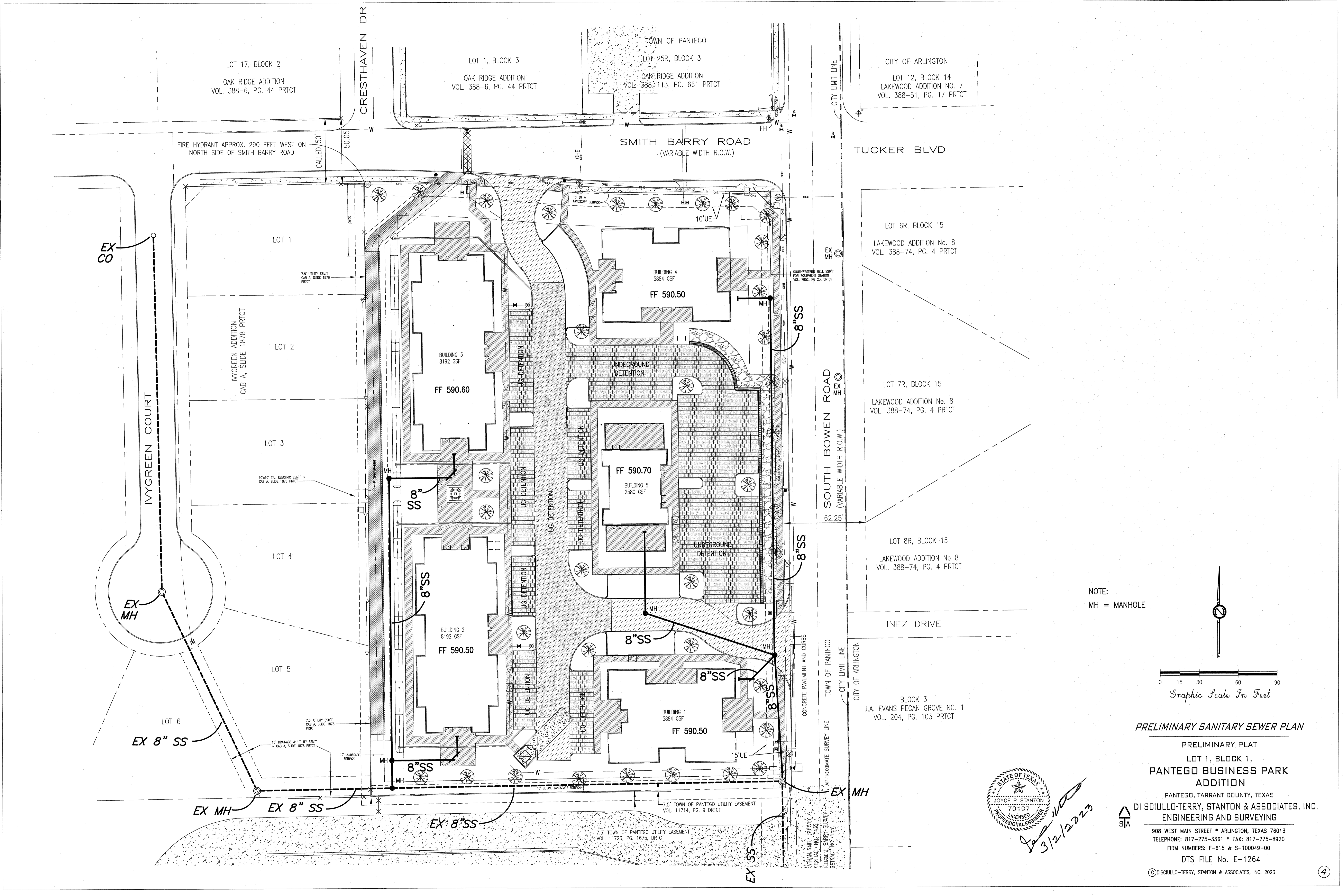
PRELIMINARY PLAT
LOT 1, BLOCK 1,
PANTEGO BUSINESS PARK
ADDITION

PANTEGO, TARRANT COUNTY, TEXAS
DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
ENGINEERING AND SURVEYING
908 WEST MAIN STREET • ARLINGTON, TEXAS 76013
TELEPHONE: 817-275-3361 • FAX: 817-275-8920
FIRM NUMBERS: F-615 & S-100049-00
DTS FILE No. E-1264

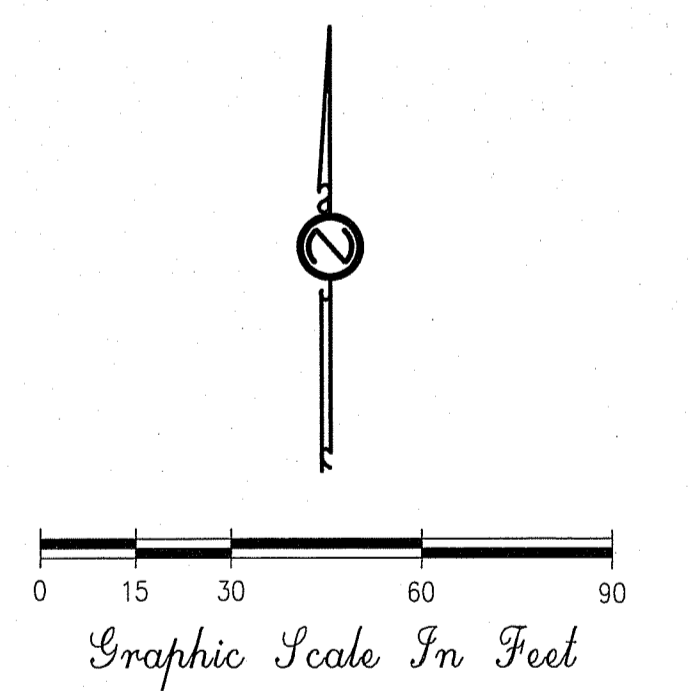


STA

P:\PANTEGO BUSINESS PARK\1-Preliminary Plat\PP--DWG\4-PP--Pantego BP--SS PLAN.dwg, 3/3/2023 7:45:13 AM, 1:1



NOTE:
MH = MANHOLE



PRELIMINARY SANITARY SEWER PLAN

PRELIMINARY PLAT
LOT 1, BLOCK 1,
PANTEGO BUSINESS PARK
ADDITION

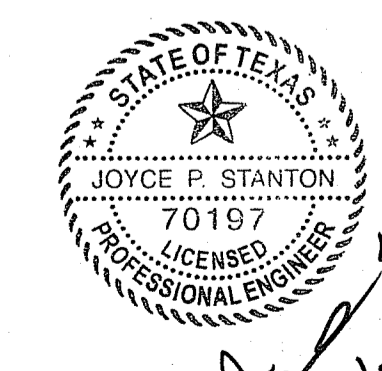
PANTEGO, TARRANT COUNTY, TEXAS

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
ENGINEERING AND SURVEYING

908 WEST MAIN STREET * ARLINGTON, TEXAS 76013
TELEPHONE: 817-275-3361 * FAX: 817-275-8920
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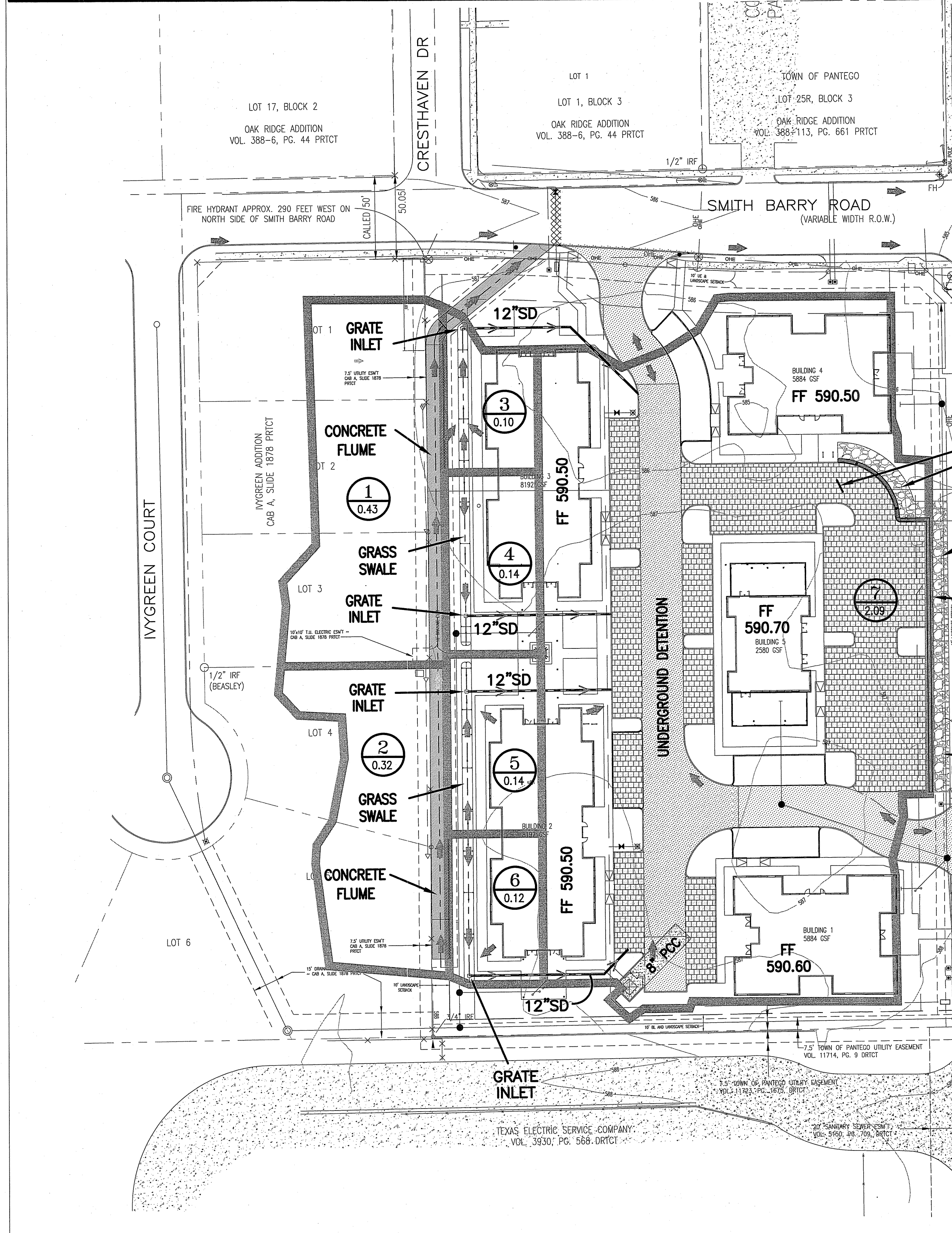
DTS FILE No. E-1264

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Joyce P. Stanton
3/12/2023

PANTEGO BUSINESS PARK DRAINAGE AREAS																	
Area No.	Acreage	C	AC (for Q2, Q5, and Q10)	Tc	i2yr	Q2	i5yr	Q5yr	i10yr	Q10	C*Ci for 25 year	i25yr	Q25	C*Ci	i100yr	Q100	Notes
1	0.43	0.60	0.26	5	5.27	1.36	6.86	1.77	8.08	2.08	0.66	9.68	2.75	0.75	12.14	3.92	North Residential Area to West
2	0.32	0.60	0.19	5	5.27	1.01	6.86	1.32	8.08	1.55	0.66	9.68	2.05	0.75	12.14	2.91	South Residential Area to East
1&2	0.75	0.60	0.45	5	5.27	2.37	6.86	3.09	8.08	3.63	0.66	9.68	4.79	0.75	12.14	6.83	Total Residential Area
3	0.10	0.95	0.10	5	5.27	0.50	6.86	0.65	8.08	0.77	1.00	9.68	0.97	1.00	12.14	1.21	Pipes to Detention
4	0.14	0.95	0.13	5	5.27	0.70	6.86	0.91	8.08	1.07	1.00	9.68	1.36	1.00	12.14	1.70	Pipes to Detention
5	0.14	0.95	0.13	5	5.27	0.70	6.86	0.91	8.08	1.07	1.00	9.68	1.36	1.00	12.14	1.70	Pipes to Detention
6	0.12	0.95	0.11	5	5.27	0.60	6.86	0.78	8.08	0.92	1.00	9.68	1.16	1.00	12.14	1.46	Pipes to Detention
7	2.09	0.95	1.99	5	5.27	10.46	6.86	13.63	8.08	16.03	1.00	9.68	20.24	1.00	12.14	25.38	Remainder of office area
Total	3.34	0.87	2.91	5	5.27	15.33	6.86	19.98	8.08	23.51	0.96	9.68	31.00	1.00	12.14	40.56	Total Drainage area to be Addressed



Modified Rational Method Detention Storage

Given: A 3+- ACRE site currently undeveloped is proposed to be an Office complex. The contributing drainage area of Residential is 0.75 and Commercial is 2.59 acres. Determine: Maximum peak discharge and required pond storage.

Maximum Peak Discharge

Tc =	10.0	min
C =	0.30	0.30
I =	4.2	7.9
A =	2.59	2.59
C _r =	1.0	1.1
Q =	3.3	6.4

Residential will pass detention

MRM Equations

$Q = C I A$ $ii = 60 Qi Td$
 $V = ii - Om$ $Om = 0.5 \times 60 Qm (Tc + Td)$

Q = Peak discharge for storm with duration Tc, cfs
Om = Proposed conditions peak discharge, cfs
Qi = Peak discharge for storm with corresponding duration Td, cfs
C = Runoff coefficient
I = Rainfall intensity, in/hr
A = Watershed area, ac
Tc = Watershed time of concentration, min
Td = Storm duration, min
ii = Volume of inflow to pond for storm with duration Td, cf
Om = Volume of outflow from pond for storm with duration Td, cf
V = Volume of storage in pond necessary to limit the peak discharge from the pond to Om, cf

Calculated Pond Volume

Tc =	5.0	min
C =	0.87	Weighted C for Residential at 0.6 and Commercial at 0.95
A =	3.34	Detention increased to account to residential bypass.
CA =	2.91	

2 Year Storm

Storm Duration (Td)	R (yr)	I (in/hr)	C _r	Qi (cfs)	Qm (cfs)	ii (cf)	Om (cf)	V (cf)
10	2	4.22	1.00	12.3	3.3	7,364	1,476	5,889
15	2	3.50	1.00	10.2	3.3	9,153	1,967	7,186
20	2	3.14	1.00	9.1	3.3	10,949	2,459	8,490
30	2	2.42	1.00	7.0	3.3	12,658	3,443	9,215
40	2	2.14	1.00	6.2	3.3	14,903	4,427	10,477
50	2	1.86	1.00	5.4	3.3	16,171	5,410	10,761
60	2	1.57	1.00	4.6	3.3	16,445	6,394	10,051
120	2	0.97	1.00	2.8	3.3	20,242	12,296	7,946

25 Year Storm

Storm Duration (Td)	R (yr)	I (in/hr)	C _r	Qi (cfs)	Qm (cfs)	ii (cf)	Om (cf)	V (cf)
10	25	7.78	1.05	23.7	6.4	14,246	2,893	11,353
15	25	6.40	1.05	19.5	6.4	17,585	3,857	13,728
20	25	5.74	1.05	17.5	6.4	21,009	4,822	16,187
30	25	4.41	1.05	13.4	6.4	24,188	6,750	17,447
40	25	3.90	1.05	11.9	6.4	28,558	8,679	19,879
50	25	3.39	1.05	10.4	6.4	31,066	10,608	20,459
60	25	2.89	1.05	8.8	6.4	31,722	12,536	19,185
120	25	1.84	1.05	5.6	6.4	40,322	24,108	16,214
180	25	1.39	1.05	4.2	6.4	45,836	35,680	10,156

100 Year Storm

Storm Duration (Tc)	R (yr)	I (in/hr)	*C _r	Qi (cfs)	Qm (cfs)	ii (cf)	Om (cf)	V (cf)
10	100	9.76	1.05	29.8	9.5	17,871	4,266	13,605
15	100	8.02	1.05	24.5	9.5	22,012	5,688	16,324
20	100	7.18	1.05	21.9	9.5	26,285	7,110	19,175
30	100	5.50	1.05	16.8	9.5	30,228	9,953	20,274
40	100	4.88	1.05	14.9	9.5	35,705	12,797	22,908
50	100	4.25	1.05	13.0	9.5	38,874	15,641	23,233
60	100	3.62	1.05	11.0	9.5	39,751	18,485	21,266
120	100	2.34	1.05	7.1	9.5	51,295	35,548	15,747
180	100	1.79	1.05	5.5	9.5	58,885	52,611	6,274

*Maximum Product of CC=1.0; 1.0/.95=1.05; use C_r=1.05

Required Minimum Pond Storage

V =	10,761	cf	=	0.247	ac-ft	at Q =	3.3	cfs	2 Year
V =	20,459	cf	=	0.470	ac-ft	at Q =	6.4	cfs	25 Year
V =	23,233	cf	=	0.533	ac-ft	at Q =	9.5	cfs	100 Year

LEGEND

- PERVIOUS PAVERS
- 6" PCC
- 5" PCC
- UNDERGROUND DETENTION

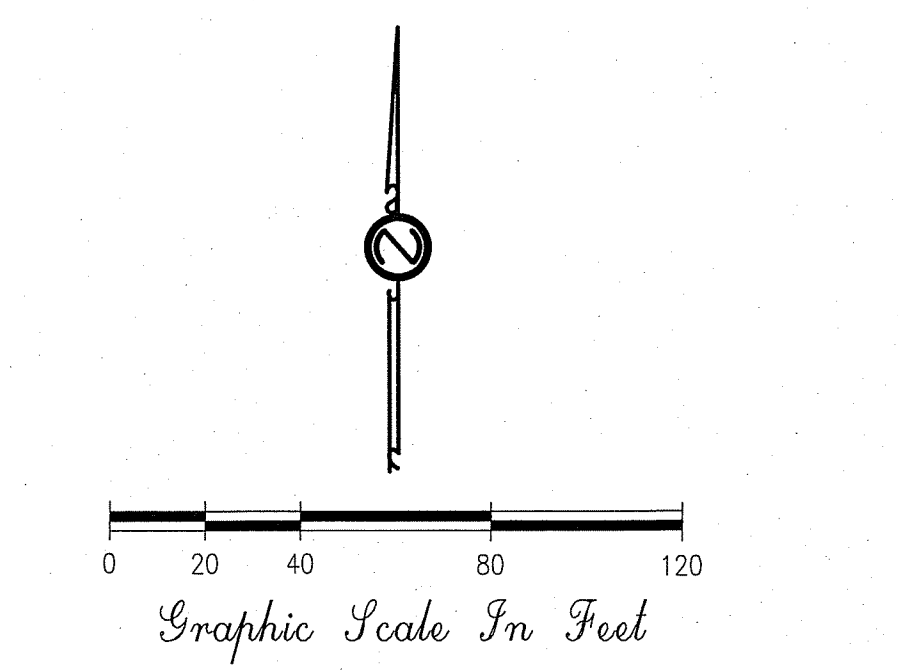
BENCH MARKS

BM No. 1: Center and top of manhole lid at the southeast corner of site approximately 8' west of west curb line of South Bowen Road and 450' south of Smith Barry Road. Elevation: 589.32

BM No. 2: Square cut on the southeast corner of the traffic signal box pad located on the south side of Smith Barry Road and 30' west of South Bowen Road. Elevation: 586.77

NOTES:

- All onsite underground detention and pervious pavers shall be private and shall be maintained by the owner or by the B.O.A. and not the Town of Pantego.
- Pavement shall be designed to support fire trucks and dumpster trucks.



PRELIMINARY DRAINAGE PLAN

PRELIMINARY PLAT

LOT 1, BLOCK 1,
PANTEGO BUSINESS PARK ADDITION

PANTEGO, TARRANT COUNTY, TEXAS

DISCIULLO-TERRY, STANTON & ASSOCIATES, INC.
ENGINEERING AND SURVEYING

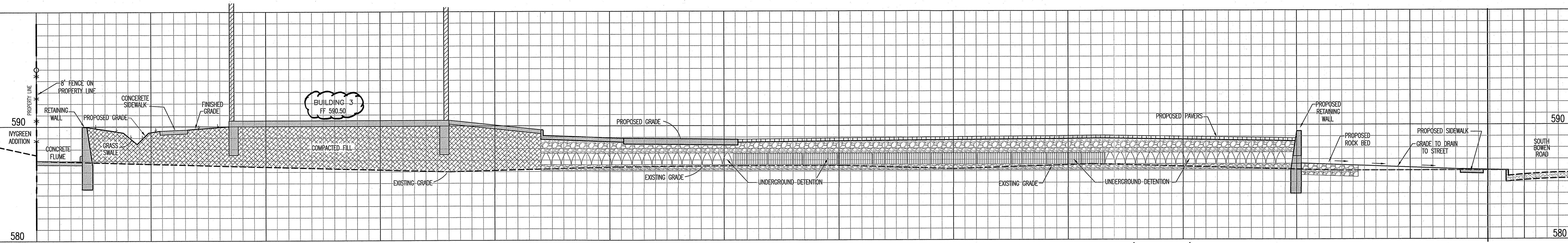
908 WEST MAIN STREET * ARLINGTON, TEXAS 76013
TELEPHONE: 817-275-3361 * FAX: 817-275-8920
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DTS FILE No. E-1264

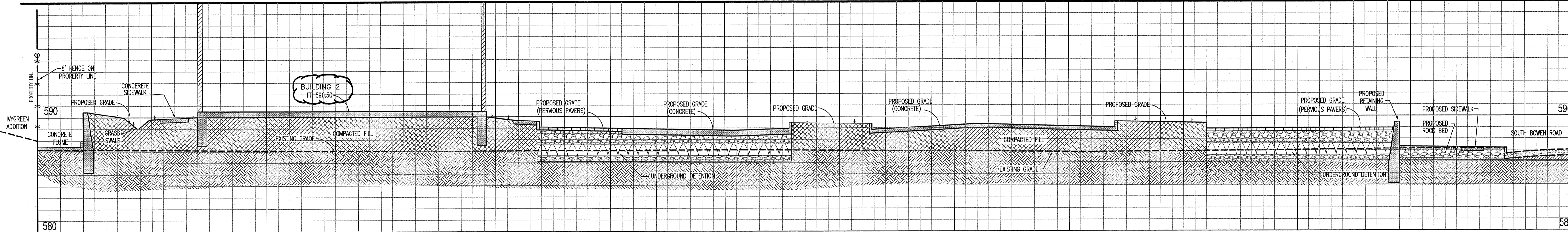
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STATE OF TEXAS
JOYCE P. STANTON
70197
LICENSED PROFESSIONAL ENGINEER

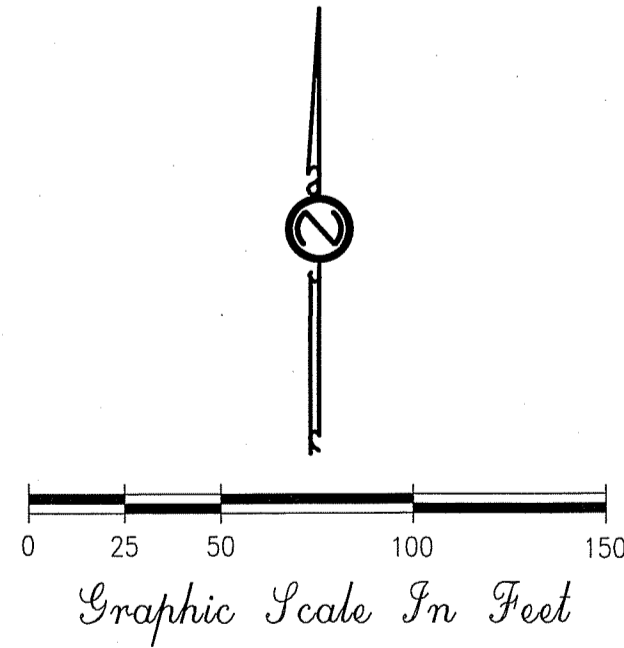
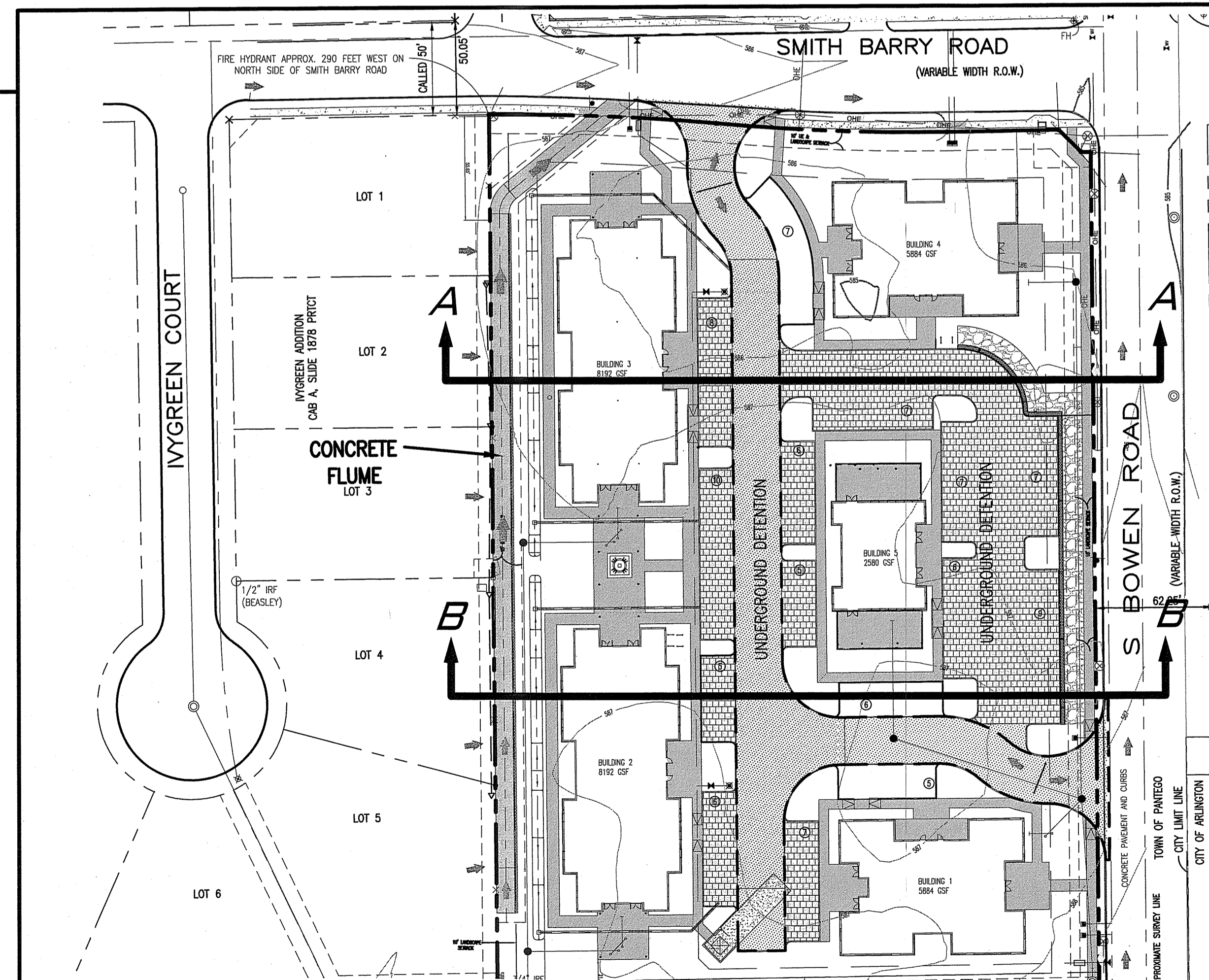
3/2/2023



SECTION 'A - A' SCALE: 1"=10' HORIZONTAL
1"= 4' VERTICAL



SECTION 'B - B' SCALE: 1"=10' HORIZONTAL
1"= 4' VERTICAL



BENCH MARKS

BM No. 1: Center and top of manhole lid at the southeast corner of site approximately 8' west of west curb line of South Bowen Road and 450' south of Smith Barry Road.
Elevation: 589.32

BM No. 2: Square cut on the southeast corner of the traffic signal box pad located on the south side of Smith Barry Road and 30' west of South Bowen Road.
Elevation: 586.77

PRELIMINARY CROSS SECTIONS

PRELIMINARY PLAT
LOT 1, BLOCK 1,
PANTEGO BUSINESS PARK ADDITION

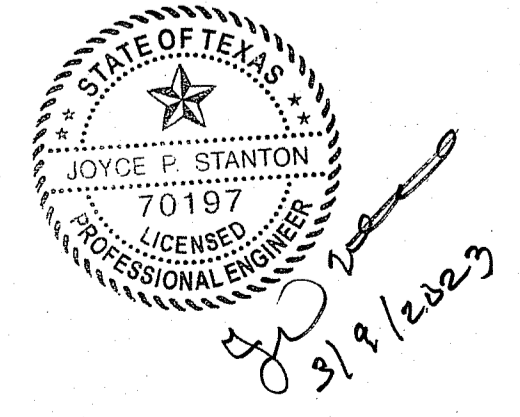
PANTEGO, TARRANT COUNTY, TEXAS

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
ENGINEERING AND SURVEYING

908 WEST MAIN STREET * ARLINGTON, TEXAS 76013
TELEPHONE: 817-275-3361 * FAX: 817-275-8920
FIRM NUMBERS: F-615 & S-100049-00

DTS FILE No. E-1264

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March 14, 2023

Mr. Randy Fulton
Fire Chief
Pantego Fire Department
1614 S. Bowen Road
Pantego, Texas 76013

RE: Pantego Business Park
Fire Lane Design

Dear Mr. Fulton,

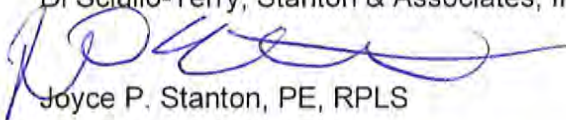
The area designated as Fire Lane with the development of Pantego Business Park, located at 2500 S. Bowen Road, will have a concrete surface over an underground detention system. The areas not designated as Fire Lane will have a pervious paver system over an underground detention system.

The areas designated as Fire Lane shall be designed and maintained to support imposed loads of 80,000 pounds, with a concrete surface as required by building codes and ordinance. The concrete surface provides an all-weather driving capability. This will meet the Town Ordinance 502.2.3 and NCTCOG Amendment 503.2.3 Surface.

Please feel free to contact me with any questions. This Fire Lane requirement will be reviewed and approved as part of the building permit process.

Sincerely,

Di Sciuillo-Terry, Stanton & Associates, Inc.



Joyce P. Stanton, PE, RPLS

Cc: Chase Bryant
Beck Beckham
Craig Garcia

March 22, 2023

Mr. Bob Neal, CWP
Director of Public Works
Town of Pantego
1614 S. Bowen Road
Pantego, Texas 76013

RE: Pantego Business Park
Traffic Generation Study

Dear Mr. Neal,

The property located at 2600 Smith Barry Road, Pantego, Texas is bounded on the north by Smith Barry Road, on the east by South Bowen Road, on the west by Ivygreen Addition (a residential development), and on the south by Oncor and a Gas Well site. Properties north of Smith Barry Road include a Dental Office complex with a single entrance and a residential lot to the northwest.

A Traffic Generation Study for the Pantego Business Park Development has been conducted. The number of vehicles entering and exiting the site was calculated using the Institute of Transportation Engineers (ITE) Trip Generation Manual 11th Edition factor for Small Office Buildings (ITE Use #712) and the square footage of the buildings. A Small Office Building is defined as a single tenant office with less than or equal to 10,000 square feet. The trip generation rate for a Small Office Building is 2.61 per 1,000 square feet for the AM peak with 60 percent entering and 40 percent exiting the site. The AM peak is considered to occur between 7:00 AM and 9:00 AM. The PM peak is considered to occur between 4:00 PM and 6:00 PM. The rate is 3.15 per 1,000 square feet for the PM peak with 42 percent entering the site and 58 percent exiting the site.

Because there are two entrances traffic could enter from either Smith Barry Road or South Bowen Road. During the peak times it is likely that northbound exiting traffic will use Smith Barry Road and turn left at the existing signal light. The south bound existing traffic will use the South Bowen Road entrance and turn right onto South Bowen Road.

The residents in the adjacent neighborhoods are not expected to be impacted by the additional traffic produced by the offices because South Bowen Road will be the main public street approaching the offices.

Mr. Bob Neal, CWP
 Director of Public Works
 Town of Pantego
 1614 S. Bowen Road
 Pantego, Texas 76013
 Pantego Business Park
 Traffic Generation Study
 March 22, 2023

Following is a chart with the calculations for the Trip Generation for the buildings proposed with this development. The total trips expected to enter the site during the AM adjacent street peak is 48 vehicles, while the total trips expected to exit the site during the AM adjacent street peak is 32 vehicles. During the PM adjacent street peak the number of vehicles expected to enter the site is 41 and the number of vehicles expended to exit the site is 56.

<i>Trip Generation Calculations</i>						
BUILDING IDENTIFICATION	ITE Code	AREA	AM Peak Adjacent Traffic		PM Peak Adjacent Traffic	
		SQUARE FOOTAGE	# of Trips Generated (per 1000 SF of BLDG)		# of Trips Generated (per 1000 SF of BLDG)	
			7:00 AM - 9:00 AM Entering	7:00 AM - 9:00 AM Exiting	4:00 PM - 6:00 PM Entering	4:00 PM - 6:00 PM Exiting
BLDG 1	712	5884	9	6	8	11
BLDG 2	712	8192	13	9	11	15
BLDG 3	712	8192	13	9	11	15
BLDG 4	712	5884	9	6	8	11
BLDG 5	712	2580	4	3	3	5
ITE 712-Small Office Building						
			TOTAL # OF TRIPS	AM	TOTAL # OF TRIPS	PM
			ENTERING	48	ENTERING	41
			EXITING	32	EXITING	56

Please contact me with any questions.

Sincerely,

Di Sciuolo-Terry, Stanton & Associates, Inc.



Joyce P. Stanton, PE, RPLS

Cc: Stuart Williams, PE, Kimley-Horn and Associates, Inc.
 Joe Ashton, City Manager for Town of Pantego



February 1, 2023

Mr. Bob Neal, CWP
Director of Public Works
Town of Pantego
1614 S Bowen Road
Pantego, TX 76013

RE: Preliminary Plat – First Submittal
Pantego Business Park
KHA No. 064566717

Dear Bob:

We have completed our drainage review of the first submittal of the preliminary plat, site plan, drainage plan, sanitary sewer plan, and water plan for the above listed project.

We offer the following comments:

General Comment:

Per Town of Pantego Ordinance, the Fire Department has adopted NCTCOG 2015 Amendments Option B. Under Chapter 903.2.11.9, Buildings Over 6,000 sq. ft.- An automatic sprinkler system shall be installed throughout all buildings with a building area 6,000 sq. ft. or greater and in all existing buildings that are enlarged to be 6,000 sq. ft. or greater.

Preliminary Plat

1. Show building and landscape setbacks.
2. Show additional easements requested in subsequent comments.

Site Plan

1. Building 4 does not meet the minimum setback of 25' from the Smith Barry Road property line.
2. Show underground utilities (water & sewer) on next submittal.
3. A masonry fence may be required on the western property line unless the buffer provided is 2x the proposed building height. The proposed building height was not given in this submittal.

Water Plan

1. Upsize the internal site water line from a 6" to 8" line.
2. Add a fire hydrant on the parking lot island on the southeast corner of Building 3.

Sanitary Sewer Plan

1. Typical Comment: The sanitary sewer service coming from the buildings can be 4" instead of 8" as shown.
2. Provide a utility easement for the 8" line on the western side of building 2.
3. Include the 8" sanitary sewer servicing building 5 in a utility easement.
4. Add a manhole at the north end of line on the west side of the site where the service line from building 3 enters the 8" line.
5. Add a manhole where the service from building 2 enters the 8" line on the west side of the site.
6. Add a manhole where the service from building 1 enters the proposed 8" line.
7. Building 2 service – replace the 90 degree bend shown with 2- 45's as shown for building 3.

Drainage Plan


1. Include a drainage easement for the concrete drainage flume on the west side of the site.
2. Include a note on the drainage plan stating that all on-site storm underground detention and pervious pavers shall be private and shall be maintained by Owner or by BOA, and not the Town of Pantego.
3. Consider storm inlets in the pervious pavers to underground detention as an additional factor of safety if pervious pavers become plugged.
4. Storm calculations have not been reviewed with the preliminary plat submittal. Calculations will be reviewed during the construction plan submittal phase.

Modifications to the plans may result in additional comments not noted in this letter.

Please remember that the adequacy of the design work reflected in the plans remains with the design engineer and that the responsibility to adhere to all applicable ordinances and codes remains as well.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Stuart Williams, P.E.



March 2nd, 2023

Mr. Bob Neal, CWP
Director of Public Works
Town of Pantego
1614 S Bowen Road
Pantego, TX 76013

RE: Preliminary Plat – Second Submittal
Pantego Business Park
KHA No. 064566717

Dear Bob:

We have completed our review of the 2nd submittal of the preliminary plat, site plan, drainage plan, sanitary sewer plan, and water plan for the above listed project.

We offer the following comments:

Water Plan

1. The 8” water line on-site and associated fire hydrants will be private per the meeting between the Town of Pantego and Joyce Stanton on February 23rd. Since the on-site water lines will be private, please remove the proposed water line easements from the preliminary plat and the preliminary water plan. Remove the 20’ utility easement from the preliminary plat shown to service building 5.
2. A flow meter and backflow prevention device will be necessary at the Smith Barry and the Bowen connection to the public water main.

Sanitary Sewer Plan

1. The 8” sanitary sewer line on-site will be private per the meeting between the Town of Pantego and Joyce Stanton on February 23rd. The 8” sanitary sewer line proposed along Bowen road will be public. Please remove the proposed sanitary sewer easement along the west side of the site from the preliminary plat and sanitary sewer plan.

Modifications to the plans may result in additional comments not noted in this letter.

Please remember that the adequacy of the design work reflected in the plans remains with the design engineer and that the responsibility to adhere to all applicable ordinances and codes remains as well.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Stuart Williams, P.E.

NOTICE OF PUBLIC HEARING

The Town of Pantego will hold a Public Hearing to discuss the following proposed preliminary plat:

ZONING CASE Z-271, A PROPOSED PRELIMINARY PLAT FOR PANTEGO BUSINESS PARK ADDITION AS REQUESTED BY CHASE BRYANT FOR THE PROPERTY LOCATED AT 2500 SMITH BARRY ROAD, IN THE NATHAN SMITH SURVEY, ABSTRACT 1432, TRACT 9D01, PANTEGO, TARRANT COUNTY, TEXAS. THE PROPERTY IS GENERALLY LOCATED ON THE SOUTH SIDE OF WEST PIONEER PARKWAY BETWEEN IVYGREEN COURT AND SOUTH BOWEN ROAD.

PLANNING AND ZONING COMMISSION PUBLIC HEARING

Date: March 6, 2023
Time: 6:00 p.m.
Location: Pantego Town Hall, Town Council Chambers
1614 South Bowen Road
Pantego, Texas 76013

TOWN COUNCIL PUBLIC HEARING

Date: March 27, 2023
Time: 6:30 p.m.
Location: Pantego Town Hall, Town Council Chambers
1614 South Bowen Road
Pantego, Texas 76013

Residents, property owners and business owners will be given an opportunity to be heard in connection with said preliminary plat. Information on the proposed preliminary plat is available for review at Town Hall.

If you are unable to attend the hearing, you are allowed to forward a letter voicing your opinion for or against this proposed preliminary plat to the attention of Alesha Russell-Greve, Planning & Zoning Commission Secretary at 1614 South Bowen Road, Pantego, Texas, 76013. Your comments and concerns may be read aloud during the Public Hearing.

Prepared and posted this 17th day of February 2023, in accordance with V.T.C.A. Chapter 211, Tex. Gov't Code.


Alesha Russell-Greve
Planning & Zoning Commission Secretary



Notification List for Z-271

Name	Mailing Address	City	State	Zip Code	Adtl. Address
ONCOR ELECTRIC DELIVERY CO LLC	PO BOX 139100	DALLAS	TX	75313	2012 S BOWED RD
PHELPS CHRIS PHELPS TENA	1910 IVYGREEN CT	PANTEGO	TX	76013	
SURRATT DONALD O	1908 IVYGREEN CT	PANTEGO	TX	76013	
BONDURANT SAMUEL R & MCWILLIAMS HANNAH E	1906 IVYGREEN CT	PANTEGO	TX	76013	
DO KINH DO DO THUY THI THANH P	1904 IVYGREEN CT	PANTEGO	TX	76013	
CHANDLER ANTHONY S CHANDLER HOLLY A	1902 IVYGREEN CT	PANTEGO	TX	76013	
MARTIN JACQUELINE P	1900 IVYGREEN CT	PANTEGO	TX	76013	
STOCKUM ANNA J	1901 IVYGREEN CT	PANTEGO	TX	76013	
CANNELLA HEIDI L	1903 IVYGREEN CT	PANTEGO	TX	76013	
STANTON KEITH STANTON JOYCE	1905 IVYGREEN CT	PANTEGO	TX	76013	
PUTNEY LAURA	1907 IVYGREEN CT	PANTEGO	TX	76013	
BEVONI DOUG BEVONI JOYCE	PO BOX 170956	ARLINGTON	TX	76003	1909 IVYGREEN CT
ARRAZOLA JULIE C ARRAZOLA DIEGO	913 MILBY RD	ARLINGTON	TX	76013	1905 MELBOURNE DR
STRUSKA JULIE CHRISTINE P	913 MILBY RD	ARLINGTON	TX	76013	2608 SMITH BARRY RD
FAVARA ANTHONY FAVARA MARY	1901 GREEN MEADOW CT	ARLINGTON	TX	76013	
CUNNINGHAM LUTHER NORR JR	1900 GREEN MEADOW CT	ARLINGTON	TX	76013	
DONNELLY PEGGY G	1902 GREEN MEADOW CT	ARLINGTON	TX	76013	
BURGESS PAULA SUE WILLIAMS	1911 S BOWEN RD	ARLINGTON	TX	76013	
WELCH RUBY INEZ WILLIAMS	2418 INEZ DR	ARLINGTON	TX	76013	
OVERTON KEVIN G OVERTON DONNA F	2406 PERRYLAND DR	ARLINGTON	TX	76013	
FINICUM FRANCES C	2408 PERRYLAND DR	ARLINGTON	TX	76013	
BURKE CHARLES C BURKE KAREN	2410 PERRYLAND DR	ARLINGTON	TX	76013	
SWIFT JOSEPH TANNER	2412 PERRYLAND DR	ARLINGTON	TX	76013	
DECOUX LAWRENCE DECOUX CAROLINE	2411 PERRYLAND DR	ARLINGTON	TX	76013	
ROTEN JENNIFER	2409 PERRYLAND DR	ARLINGTON	TX	76013	
MUSGRAVE TIMOTHY D MUSGRAVE DEBRA	2407 PERRYLAND DR	ARLINGTON	TX	76013	
DOUGLAS JONATHAN DOUGLAS SARAH	2416 LAKESIDE DR	ARLINGTON	TX	76013	
WRIGHT CHRIS OATMAN AMY	2418 LAKESIDE DR	ARLINGTON	TX	76013	
JOHNSON CHRIS L JOHNSON CARMEN M	2420 LAKESIDE DR	ARLINGTON	TX	76013	
DOCTOR RAVI	1810 S BOWEN RD STE A	PANTEGO	TX	76013	S BOWEN RD
2018 J HARRIS REVOCABLE TRUST	845 E WORTH ST	GRAPEVINE	TX	76051	1806 S BOWEN RD
SLIGHT SUSAN	1807 CRESTHAVEN DR	PANTEGO	TX	76013	
PRICE ALMA PEARL	1809 CRESTHAVEN DR	PANTEGO	TX	76013	
MOORE LYNAL J	1808 CRESTHAVEN DR	PANTEGO	TX	76013	
TREJO CARLOS R	1812 CRESTHAVEN DR	PANTEGO	TX	76013	
WOODS LEY GAIL L	1813 HILLTOP LN	PANTEGO	TX	76013	

STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM

14. DISCUSS AND CONSIDER ADOPTION OF ORDINANCE NO. 2023-904, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PANTEGO, TEXAS, BY AMENDING APPENDIX A "FEE SCHEDULE," ARTICLE A9.000 "SOLID WASTE," SECTION A9.001, "COLLECTION FEES" TO PROVIDE THAT THE CURRENT CONTRACT RATES WILL BE AVAILABLE FOR REVIEW AT TOWN HALL AND ON THE TOWN'S WEBSITE AND TO REMOVE SPECIFIC REFERENCES TO SUCH SOLID WASTE AND RECYCLING RATES; AMENDING APPENDIX A "FEE SCHEDULE," ARTICLE A1.000 "GENERAL PROVISIONS," SECTION A1.005, "CONFLICTING REGULATIONS" TO ALLOW THE LATTER ADOPTED FEES TO CONTROL WHEN REFERENCING OTHER ORDINANCES

MEETING DATE **MONDAY, MARCH 27, 2023**

PRESENTER

JOE ASHTON, City Manager

BACKGROUND

As the Council is aware, the purpose of a "fee schedule" is to consolidate all fines, fees, and charges for easier reference by both staff and the public. Currently, our [fee schedule](#) lists the pass-through rates charged by the Town via the water bill for [trash and recycling services](#). As these rates are set by contract and amended often, this ordinance would remove the specific rates from the Code and, instead, state that rates can be reviewed either at Town Hall or online. This prevents the passage of an ordinance amending the fee schedule each time the rates change via Council's approval of a contract amendment.

The second purpose of this ordinance is to update a potentially problematic provision of a related [portion of the Code](#), which currently states: "In the event the fee contained in this fee schedule may conflict with the amount provided in the ordinances therein referenced, this fee schedule shall be deemed an amendment to the referenced ordinance." Staff is proposing to update this to state that the fee or ordinance most recently adopted by the Council will take precedent, via this language: "In the event that the fee contained in this fee schedule may conflict with the amount provided in the ordinances therein referenced, the latter adopted fee will control."

FISCAL IMPACT

STAFF RECOMMENDATION

Staff would recommend approval as presented.

ATTACHMENTS

1. Ordinance 2023-904

ORDINANCE NO. 2023-04

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PANTEGO, TEXAS, BY AMENDING APPENDIX A “FEE SCHEDULE,” ARTICLE A9.000 “SOLID WASTE,” SECTION A9.001, “COLLECTION FEES” TO PROVIDE THAT THE CURRENT CONTRACT RATES WILL BE AVAILABLE FOR REVIEW AT TOWN HALL AND ON THE TOWN’S WEBSITE AND TO REMOVE SPECIFIC REFERENCES TO SUCH SOLID WASTE AND RECYCLING RATES; AMENDING APPENDIX A “FEE SCHEDULE,” ARTICLE A1.000 “GENERAL PROVISIONS,” SECTION A1.005, “CONFLICTING REGULATIONS” TO ALLOW THE LATTER ADOPTED FEES TO CONTROL WHEN REFERENCING OTHER ORDINANCES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Pantego, Texas, is a Type A general law municipality located in Tarrant County, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the Town has previously adopted a fee schedule for collection of solid waste and recycling for customers or residents of the Town; and

WHEREAS, the Town Council has determined that it is advisable to amend the fee schedule to remove specific reference to the contractually set rates for solid waste and recycling collection; and

WHEREAS, the Town Council has determined that it is necessary to amend Section A1.005 to increase clarity,

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

SECTION 1.

Section A9.001 of Article A9.000 “Solid Waste” of Appendix A “Fee Schedule” of the Code of Ordinances, Town of Pantego, Texas, is hereby amended to read as follows:

“§ A9.001 Collection fees.

- (a) Fees. Fees related to solid waste and recycling collection will be set by contract and may be subject to an administrative fee of up to 5 percent to be remitted to the Town. Said contract and current rate schedules will be available for review at Town Hall and on the Town’s website.
- (b) Sales tax. There shall be added to the above charges such sales tax as may be imposed by state law or as modified by contract.”

SECTION 2.

Section A1.005 of Article A1.000 “General Provisions” of Appendix A “Fee Schedule” of the Code of Ordinances, Town of Pantego, Texas is hereby amended to read as follows:

“§ A1.005 Conflicting regulations; references to other ordinances.

- (a) In the event that the fee contained in this fee schedule may conflict with the amount provided in the ordinances therein referenced, the latter adopted fee will control.
- (b) In the event no ordinance is referenced in this fee schedule, then this fee schedule shall constitute full authority for the imposition of the fee or charge without reference to any other ordinance.”

SECTION 3.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances, Town of Pantego, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such existing ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 4.

It is hereby declared to be the intention of the Town Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining, phrase, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the Town Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 5.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON THIS 27TH DAY OF MARCH 2023, BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS AT A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF PANTEGO, TEXAS.

MAYOR RUSSELL BREWSTER

ATTEST:

CITY SECRETARY LESLIE E. GALLOWAY

STAFF REPORT

TO THE HONORABLE MAYOR AND TOWN COUNCIL

AGENDA ITEM

15. CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE CLEANING AND DISINFECTING OF AIR DUCTS IN TOWN HALL, THE FIRE DEPARTMENT, AND PUBLIC WORKS

MEETING DATE

MONDAY, MARCH 27, 2023

PRESENTER

SANDRA Y. OVERSTREET, Human Resources Director

BACKGROUND

Staff is attaching, for Council's consideration, two estimates for air duct and vent cleaning for all three areas (Town Hall, Fire, and Public Works) of the 1614 S Bowen facility. This service would remove existing dust, dirt, debris, or other contaminants in an effort to improve indoor air quality and guard against potential health problems. It has been several years since the Fire Department had their air ducts cleaned. Town Hall and the Public Works Department have never been cleaned. If approved, staff would expect the work to be completed after hours, if possible.

The first bid (below), Mr. Duct, has also provided a separate cost for the installation of air scrubbers in the system, which use UVC lighting among other processes to destroy 99% or more of airborne and surface contaminants.

- Mr. Duct: \$9,275 (see attachment for detailed estimate)
 - Optional: Air Scrubbers (\$6,495) - at a total of \$15,770
- Tom's Mechanical: \$9,575 (see attachment for detailed estimate)

Staff sought a third estimate from Hughes Mechanical, but it was not provided.

FISCAL IMPACT

STAFF RECOMMENDATION

Staff appreciates the Council's consideration and feels comfortable with either bid. Staff also believes that there could be some benefit to installing the scrubbers as they could lessen the spread of airborne bacteria, colds, flus, and viruses and make the office environment more friendly for anyone suffering from asthma or allergies. We would, therefore, be grateful for the installation of air scrubbers in addition to the duct cleaning but, at this time, the cleaning is the higher priority.

ATTACHMENTS

01. Mr. Duct Bid
02. Tom's Mechanical Bid



ESTIMATE	#2887
ESTIMATE DATE	Feb 28, 2023

Mr. Duct Cleaner Arlington

Sandra Overstreet
1614 S Bowen Rd
Pantego, TX 76013

(817) 526-4530
soverstreet@townofpantego.com

CONTACT US

1634 Clifton Ct
Grand Prairie, TX 75051

(214) 794-8470
ryank@mrductcleaner.com

ESTIMATE

Town Hall

See your financing options

Prequalify to find out how much you can borrow within minutes and pay as low as \$170.63/mo*. Your credit score will not be affected.

[PREQUALIFY](#)

Services	qty	unit price	amount
Commercial Pricing - Detach and Reset Vent Covers	25.0	\$15.00	\$375.00
Commercial Pricing - Clean Vent Covers Includes Supplies and Returns	30.0	\$10.00	\$300.00
Commercial Pricing - Clean Supply Ducts	25.0	\$45.00	\$1,125.00
Commercial Pricing - Clean Return Duct	5.0	\$65.00	\$325.00
Commercial Pricing - Commercial AHU Clean interior housing, coil and blower of suspended AHU	1.0	\$650.00	\$650.00
Commercial Pricing - Clean Interior Of Rectangle Duct Make openings as needed for access. Cover openings with 12"X12" sheet metal. Affix with 8 screws, foil tape and mastic	4.0	\$250.00	\$1,000.00

Services subtotal: \$3,775.00

Subtotal	\$3,775.00
Tax (Sales Tax 8.25%)	\$0.00
Total	\$3,775.00

Public Works

See your financing options

Prequalify to find out how much you can borrow within minutes and pay as low as \$70.96/mo*. Your credit score will not be affected.

[PREQUALIFY](#)

Services	qty	unit price	amount
Commercial Pricing - Detach and Reset Vent Covers	11.0	\$15.00	\$165.00
Commercial Pricing - Clean Vent Covers Includes Supply and Return covers	13.0	\$10.00	\$130.00
Commercial Pricing - Clean Supply Ducts	11.0	\$45.00	\$495.00
Commercial Pricing - Clean Return Duct	2.0	\$65.00	\$130.00
Commercial Pricing - Commercial AHU Clean interior housing, coil and blower of suspended AHU	1.0	\$650.00	\$650.00

Services subtotal: \$1,570.00

Subtotal	\$1,570.00
Tax (Sales Tax 8.25%)	\$0.00
Total	\$1,570.00

Fire Department

See your financing options

Prequalify to find out how much you can borrow within minutes and pay as low as \$177.64/mo*. Your credit score will not be affected.

[PREQUALIFY](#)

Services	qty	unit price	amount
Commercial Pricing - Detach and Reset Vent Covers	24.0	\$15.00	\$360.00
Commercial Pricing - Clean Vent Covers Includes Supply and Return vent covers	28.0	\$10.00	\$280.00
Commercial Pricing - Clean Supply Ducts	24.0	\$45.00	\$1,080.00
Commercial Pricing - Clean Return Duct	4.0	\$65.00	\$260.00
Commercial Pricing - Commercial AHU Clean interior housing, coil and blower of suspended AHU	3.0	\$650.00	\$1,950.00

Total for duct cleaning in all three areas (Town Hall, Fire, Public Works) of the 1614 S Bowen facility: \$9,275

Services subtotal: \$3,930.00

Total for Air Scrubber Option: \$6,495

Subtotal \$3,930.00

Total for All Proposed Work: \$15,770

Tax (Sales Tax 8.25%) \$0.00

Total \$3,930.00

Air Scrubbers

See your financing options

Prequalify to find out how much you can borrow within minutes and pay as low as \$206.24/mo*. Your credit score will not be affected.

[PREQUALIFY](#)

Services	qty	unit price	amount
Commercial Pricing - Aerus Air Scrubber Based on 14,000 square feet each Air Scrubber can clean upto 2800 square feet each	5.0	\$1,200.00	\$6,000.00

Services subtotal: \$6,000.00

Subtotal \$6,000.00

Tax (Sales Tax 8.25%) \$495.00

Total \$6,495.00



3428 W Pioneer Pkwy

Contract Proposal

Metro (817) 640-6253
Fax (817) 695-6612

Billing Information

Name: Town of Pantego
Address: 1614 S. Bowen Rd
Arlington Tx 76013
Phone: 817-617-3722

Project Information

Project: Duct cleaning
Address: 1614 S. Bowen Rd
Contact: Sandra Overstreet
Phone:

We hereby submit this quote on February 22, 2023 for the following in the amount of **\$9575.00**

We will perform duct cleaning on 8 systems total. 4 at the City Council building and 4 at the Fire Station. We are recommending Superior duct cleanings on all 4 systems at the City Council building. We are recommending One Superior, one Preferred, and two Basic duct cleanings at the Fire Station. I have attached a copy of the duct cleaning description that goes into detail on what each level consists of and the cost breakdown of each.

City Council building—All superior level duct cleanings:

- 1st system \$1595.00
- 2nd system \$1520.00
- 3rd system \$1445.00
- 4th system \$ 1370.00

Fire station:

- 1st system—superior \$1295.00
- 2nd system—preferred \$985.00
- 3rd system—basic \$720.00
- 4th system—basic \$645.00

We propose to furnish labor and materials, complete in accordance with the above specifications, for the sum of Dollars **(\$9575.00)** with payment due upon completion. This proposal is valid for 30 days after which time it is subject to review.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner during regular Monday—Friday business hours unless otherwise indicated according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the bid. All agreements contingent upon strikes, accidents or delays beyond our control.

Date Submitted 2/22/23 Authorized Signature Jimmy Hixon
Title Residential Service Manager

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Tom's Mechanical, Inc. (Tom's) is authorized to perform the work as specified and payment will be made as outlined above. The undersigned hereby grants to Tom's an express and contractual lien on all materials, equipment, or other property to be furnished hereunder, which lien shall be separate, distinct and independent of any statutory liens to which Tom's may be entitled and shall be supplemental thereto. Should it become necessary to employ an attorney to collect any indebtedness due hereunder, or to enforce the contractual lien herein created, or any statutory lien, or to otherwise enforce rights or the undersigned's obligation hereunder, whether or not suit is filed, the undersigned agrees to reimburse Tom's for all reasonable costs incurred.

Date Submitted _____ Authorized Signature _____



Name _____ Date _____

Address _____

City _____ Zip _____ One Story Two Story

Email _____

Phone _____ Technician _____

(817) 277- 4493 | tomsmechanical.com

PICK YOUR PLAN

Basic Vent & Duct Cleaning

Remove, clean, and disinfect supply and return vents. Contact and non-contact cleaning of return and supply ducts with EPA anti-microbial coating. Does not include cleaning equipment or plenums.

Preferred Vent & Duct Cleaning with Air Seal

Everything included in Basic Duct Cleaning plus cleaning return and supply plenums, applying EPA anti-microbial coating, air sealing duct collar connections and plenums.

Superior Vent, Duct, & System Cleaning with Air Seal

Everything included in Preferred plus pull and clean blower wheel, clean evaporator coil in place, and clean dryer vent.

Multi System Discounts			
System Price	1st Add'l System	2nd Add'l System	3rd Add'l System
\$720	\$645	\$570	\$495
\$985	\$910	\$835	\$760
\$1,595	\$1,520	\$1,445	\$1,370

Additional Air Quality Enhancements

- Replace Supply Grilles** \$35 X Qty _____ = \$ _____
- Replace Return Grilles** \$70 X Qty _____ = \$ _____
- Dryer Vent Cleaning** \$185 X Qty _____ = \$ _____
- Air Seal Plenums** \$249 X Qty _____ = \$ _____
- Blower Wheel and Motor Cleaning** \$335 X Qty _____ = \$ _____
- Air Scrubber** \$1,255 X Qty _____ = \$ _____

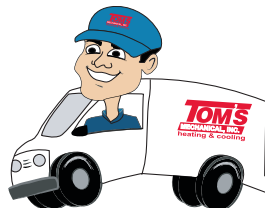
Whole house air cleaner with certified space technology to help protect you from dust, germs, odors, dander, viruses and more.

Air Enhancement Proposal

Duct Cleaning Plan \$ _____
 Additional Enhancements \$ _____
 Sub Total \$ _____
 Less 10% Discount (PSA only) \$ _____
 Total Due Upon Completion \$ _____

DISCLAIMER

Sealed and painted grilles can sometimes be difficult to cleanly remove. Tom's Mechanical will make every effort to ensure a smooth removal process. However, due to environments beyond our control, any resulting damages to paint, register, or sheetrock may be the responsibility of the homeowner



Sign for proposal acceptance:



TERMS & CONDITIONS

As a trained professional I have recommended the above. Unless agreed upon, all work is to be completed during normal business hours. Prices are subject to review after 90 days.

Payment is due when services are rendered
 TACL73911E www.tdlr.texas.gov