Regular Meeting of the:

Pampa City Commission
December 10, 2013
4:00 p.m.

City of Pampa
201 W. Kingsmill St.
P.O. Box 2499
Pampa, Texas  79066-2499
Phone: 806-669-5750
Fax: 806-669-5767
PLEDGE OF ALLEGIANCE TO TEXAS FLAG

“HONOR THE TEXAS FLAG; I PLEDGE ALLEGIANCE TO THEE; TEXAS, ONE STATE UNDER GOD, ONE AND INDIVISIBLE.
CITY OF PAMPA
CITY COMMISSION AGENDA
REGULAR MEETING

John Studebaker, Commissioner Ward 1  Brad Pingel, Mayor  Richard Morris, City Manager
Chris Porter, Commissioner Ward 2  Karen Price, City Secretary
Robert Dixon, Commissioner Ward 3  Leland Waters, City Attorney
Karen McLain, Commissioner Ward 4  Shane Stokes, Asst. City Manager

Notice is hereby given of a REGULAR MEETING of the City Commission of the City of Pampa, Texas to be held on TUESDAY, DECEMBER 10, 2013 at 4:00 p.m. at City Hall – City Commission Chamber, Third Floor, 201 W. Kingsmill, Pampa, Texas, for the purpose of considering the following agenda items.

All agenda items are subject to action. The City Commission reserves the right to adjourn into Executive Session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

PLEDGE ALLEGIANCE TO TEXAS FLAG

PUBLIC COMMENTS:
Citizens who have signed a card to speak to the City Commission will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the City Staff and City Commission Members are prevented from discussing the subject and may respond only with statements of factual information or existing city policy. Citizens are limited to three (3) minutes for their presentation to the City Commission.

PRESENTATION:

► Service Awards

► Recognize Retiring Employees

AUTHORIZATIONS BY CITY COMMISSION:

1. Consider approving the minutes of the November 26, 2013 regular City Commission Meeting as presented.

2. Excuse the absence of Commissioner Karen McLain from the November 26, 2013 regular City Commission Meeting.

4. Consider adopting on second and final reading Resolution No. R13-019, a Resolution of the City of Pampa approving an unsecured loan from the Pampa Economic Development Corporation to Las Pampas Square, LLC in the amount of $670,000.00.

5. Consider cancelling the December 24, 2013 regular City Commission Meeting.

ADJOURNMENT

CERTIFICATION

I certify that the above Agenda was posted on the outside officially designated bulletin board in front of City Hall, facing Kingsmill Street, a place convenient and readily accessible to the general public at all times and said Agenda was posted on FRIDAY, DECEMBER 6, 2013 BEFORE 5:00 P.M. and remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

[Signature]
Karen L. Price, City Secretary

ASSESSIBILITY STATEMENT

In compliance with the Americans with Disabilities Act, the City of Pampa will provide for reasonable accommodations for persons attending City Commission meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Karen Price, City Secretary, at 669-5750. City Hall is wheelchair accessible. Entry is on the West side of the building.

AGENDA REMOVAL NOTICE

This public notice was removed from the official designated bulletin board at 201 W. Kingsmill Street, Pampa, Texas, City Hall on the following date and time:

Date: _______________________________  Time: _______________________________

By: ________________________________________________________________
AGENDA ITEM NO. 1

ITEM/PROJECT: MINUTES

MEETING DATE: DECEMBER 10, 2013

DESCRIPTION: Consider approving the minutes of the November 26, 2013 regular City Commission Meeting as presented.

STAFF CONTACT: Karen Price

FINANCIAL IMPACT: 

SOURCE OF FUNDS: 

START/COMPLETION SCHEDULE: 

RECOMMENDED ACTION: 

BACKGROUND/ADDITIONAL INFORMATION: Minutes attached.
CALL TO ORDER: Mayor Pingel at 4:00 p.m.

PRESENT: Brad Pingel Mayor
          John Studebaker Commissioner
          Chris Porter Commissioner
          Robert Dixon Commissioner

ABSENT: Karen McLain Commissioner
        Richard Morris City Manager

STAFF: Shane Stokes Asst. City Manager
       Leland Waters City Attorney
       Karen Price City Secretary
       Robin Bailey Finance Director
       Donny Hooper Public Works Director
       Kelly Rushing Chief of Police
       Kim Powell Fire Chief
       Gayla Pickens Asst. Finance Director
       Jil Arias Engineer
       Kevin Webb IT Managers

VISITORS: Lynn Hancock Briarwood Church
          Gary Sutherland PEDC
          Kathy Cota PEDC

NEWS MEDIA: None

INVOCATION: Lynn Hancock City Commission Chaplain

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PUBLIC COMMENTS: NONE

AUTHORIZATIONS BY COMMISSION:

13-177

1. Consider approving the minutes of the November 12, 2013 regular City Commission Meeting as presented.

A motion was made by Commissioner Dixon and Seconded by Commissioner Studebaker to approve the minutes of the November 12, 2013 regular City Commission Meeting as presented, with each Commission Member voting AYE, the motion carried.

13-178

2. Consider adopting on second and final reading Ordinance No. 1610, an Ordinance of the City of Pampa, Texas amending the fees that are to be charged and collected for the tapping of the City’s water mains.

ORDINANCE NO. 1610

AN ORDINANCE OF THE CITY OF PAMPA, TEXAS, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF PAMPA, TEXAS, BE AMENDED
BY REVISING SECTION 13.02.037 OF SAID CODE PROVIDING FOR THE MONTHLY RATES TO BE CHARGED FOR WATER WITHIN AND OUTSIDE THE CITY LIMITS, RESPECTIVELY, AND PROVIDING FOR AN EFFECTIVE DATE

A motion was made by Commissioner Porter and Seconded by Commissioner Dixon to adopt on second and final reading Ordinance No. 1610, an Ordinance of the City of Pampa, Texas amending the fees that are to be charged and collected for the tapping of the City’s water mains, with each Commission Member voting AYE, the motion carried.

13-179

3. Consider adopting on second and final reading Resolution No. R13-018, a Resolution of the City of Pampa approving a grant from the Pampa Economic Development Corporation to Pampa Energy Center, LLC in the amount of $1,500,000.00.

RESOLUTION NO. R13-018

A RESOLUTION APPROVING A GRANT BY THE PAMPA ECONOMIC DEVELOPMENT CORPORATION TO PAMPA ENERGY CENTER, LLC FOR RAIL EXPANSION

A motion was made by Commissioner Studebaker and Seconded by Commissioner Porter to adopt on second and final reading Resolution No. R13-018, a Resolution of the City of Pampa approving a grant from the Pampa Economic Development Corporation to Pampa Energy Center, LLC in the amount of $1,500,000.00, with each Commission Member voting AYE, the motion carried.

13-180

4. Consider approving on first reading Resolution No. R13-019, a Resolution of the City of Pampa approving an unsecured loan from the Pampa Economic Development Corporation to Las Pampas Square, LLC in the amount of $670,000.00.

A motion was made by Commissioner Dixon and Seconded by Commissioner Studebaker to approve on first reading Resolution No. R13-019, a Resolution of the City of Pampa approving an unsecured loan from the Pampa Economic Development Corporation to Las Pampas Square, LLC in the amount of $670,000.00, with Mayor Pingel, Commissioner Studebaker and Commissioner Dixon voting AYE, and Commissioner Porter voting NAY, the motion carried.

13-181


A motion was made by Commissioner Dixon and Seconded by Commissioner Studebaker to approve the List of Disbursements dated October 2013, with amount of Disbursements being $1,988,231.14 and the amount after balance sheet and income accounts being $996,776.95, with each Commission Member voting AYE, the motion carried.

ADJOURNMENT
There being no further business on the agenda, the meeting was adjourned at 4:14 p.m. by Mayor Pingel.

Karen L. Price, City Secretary
Brad Pingel, Mayor
AGENDA ITEM NO. 2

ITEM/PROJECT: COMMISSION ABSENCE

MEETING DATE: DECEMBER 10, 2013

DESCRIPTION: Excuse the absence of Commissioner Karen McLain from the November 26, 2013 regular City Commission Meeting.

STAFF CONTACT:

FINANCIAL IMPACT:

SOURCE OF FUNDS:

START/COMPLETION SCHEDULE:

RECOMMENDED ACTION:

BACKGROUND/ADDITIONAL INFORMATION:
AGENDA ITEM NO. 3

ITEM/PROJECT: PEDC 2013 ANNUAL REPORT

MEETING DATE: DECEMBER 10, 2013

DESCRIPTION: Consider accepting the Pampa Economic Development Corporations 2013 Annual Report.
The Pampa EDC Board of Directors had 13 meetings this year. Attached is the attendance log.

**Community Project**
- Christmas on Main
- Chamber of Commerce Country Fair
- United Way
- Chamber of Commerce Banquet
- Annual Tri State Seniors Golf Tournament

**Memberships**
- Downtown Business Association, Kathy is a Board Member
- Texas Wind Energy Clearinghouse Sweetwater
- Pampa Chamber of Commerce
- Rotary
- Class 4 Winds and Renewables, Clay is a Board Member
- Gold Coats
- Texas Economic Development Council
- High Ground of Texas
- American Wind Energy Association
- National Institute for Renewable Energy
- Texas Panhandle Regional Development Corporation, Clay is a Board Member
Events

October
Clay attended the Specialty Equipment Market Association in Las Vegas

November
Clay attended the High Ground Fall Meeting in Lubbock
Clay attended the International Council of Shopping Centers in Dallas

December
Clay attended the High Ground Austin Allies

January
Clay attended the Transmission Summit in Sweetwater

February
Clay attended Panhandle Days in Austin
Clay attended the High Ground REDI Course in Lubbock
Moved to new office space at 107 E. Foster

March
Clay attended the Spring High Ground Meeting and REDI Course II in Big Spring

April
Clay attended the REDI Course III in Amarillo

May
Staff and Board Members attended American Wind Energy Association Show in Chicago
Clay attended REDI Course IV in Leveland

June
Clay attended the Panhandle Regional Planning Commission/Economic Development Advisory Committee meeting in Amarillo

July
Pampa EDC hosted High Ground of Texas marketing meeting
Clay attended a Scaled Wind Farm Technology Facility Commissioning in Lubbock

August
Clay attended the Texas Panhandle Regional Development Corporation meeting in Amarillo

September
Clay attended the Class 4 Winds and Renewable Luncheon in Borger

Speaking engagements and interviews

- KGRO/KOMX Radio, Rice, McElhannon of Leading EDG
- Channel 7 News
- The Pampa News
- Rotary
- Desk and Derrick
- Kiwanis
- Republican of Woman
Strategic Plan
The Board and Staff refer to the strategic plan numerous times each year in order to make sure we are following its guidelines and making changes as needed.

Leading EDG
This is the fourth year we have had Spencer in the office to assist clients with business needs. Spencer brings a wealth of knowledge and expertise to the table. Our policy is to have our applicants meet with Spencer before we bring a project to the Board. He helps them with a business plan and can guide them through the initial and startup phase of their business. Spencer also counsels potential start up and existing businesses.

Enclosed, please find a report submitted by Spencer.

Budget review (un-audited)
Projects funded: $966,975.74
(List attached)

Budget Utilized vs. Total Budget 2012 - 2013
Operating budget $1,512,000.00
Expenditures $1,415,156.66
Budget vs. Expenditures -93.60%

Budget Utilized vs. Revenue Received:
Revenue Received – $1,397,276.15
- (expected total earnings $1,400,000.00)
Total Operating Expenditures - $448,180.92
Operating Expenditures vs. Revenue Received – 32% Utilized
### Pampa EDC Board of Directors
#### Attendance Log
**October 1, 2012 - September 30, 2013**

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<tr>
<th>Date</th>
<th>Bridges</th>
<th>Goode</th>
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<th>Roy</th>
<th>Sutherland</th>
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**Total**

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**Total Meeting Time**

37 hours, 40 minutes
### FUNDED PROJECTS
October 1, 2012 - September 30, 2013

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<tr>
<th>Project Name</th>
<th>Amount</th>
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<td>Cinema IV</td>
<td>$246,975.74</td>
<td>11/26/12 Loan</td>
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<tr>
<td>City of Pampa Project / Commercial Demo</td>
<td>$20,000.00</td>
<td>04/30/13 Grant</td>
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<td>City of Pampa Project / Pampa Clean Up</td>
<td>$250,000.00</td>
<td>02/01/13 Grant</td>
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<td>Hidden Hills Golf Course / Golf Cart Paths</td>
<td>$50,000.00</td>
<td>11/26/12 Grant</td>
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<td>J &amp; M Bagwell Properties / Mall Project</td>
<td>$350,000.00</td>
<td>04/30/13 Forgiveable Loan</td>
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<td>Gray Pampa Community Fund</td>
<td>$50,000.00</td>
<td>08/15/13 Grant</td>
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<td><strong>Total</strong></td>
<td><strong>$966,975.74</strong></td>
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*Jefferis Enterprises*

Forgave the last $10,000.00 on the loan on 07/17/13
As a result of number of new employees as per our agreement

### 2012 - 2013 Loans
Tumbleweed Services
Newlife Wellness Center

NIRE National Institute of Renewable Energy
Leading EDG
Paraclete Enterprises
The Pampa Energy Center has had a very busy year. Open Range Operating and Management is still managing the site. This includes day to day operations and maintenance, security, bookkeeping, and showing and providing information about the site to prospective tenants. The PEC Board of Directors and OROM met 22 times, enclosed please find an attendance log. We are in daily contact with OROM working out logistics on the management of the site. Board of Directors is:

- Ken May  President
- Gary Sutherland  Vice President
- Glennette Goode  Vice President
- Clay Rice  Vice President
- Kathy Cota  Secretary/Treasurer

OROM site manager is James Scroggins.

February 2013 DuPre' Logistix signed a lease for a trans load facility. Revenue in 2013 was $18,000.00

March 2013 G2X/Pampa Fuels started their construction of the methanol plant; revenue to date is $382,025. They plan to be operational by August 2014. Companies working with G2X at this time are MKC and Bay Construction. G2X has 11 full time employees, MKC has 6 employees and Bay Construction has 65 employees at the site. They still have plans for expansion at the site following commencing operations on the current unit. There are significant upsides to capital investment and employment at the site over the next three years.

April 2013 Flogistix moved to a larger building and increased their employees and volume of work. Revenue to date is $97,000.00

Universal Wrecking is working on demolition which will continue through the 2nd quarter of 2014. Income from UW in 2013 was $400,000.00. Other demo of scrap and metal was $23,020.00.

Other revenue included agriculture leases, gas and oil royalty, and sale of hay and grain.

Our total income was $950,885.00

Our expenses were $804,517.00

Our net income for 2012-2013 was $146,368.00

Pampa Energy Center continues to seek new companies that have an interest in the site, working closely with Open Range Operating and Management. ORO&M continue to work diligently to provide managerial services at PEC bringing a wealth of knowledge and professionalism to our organization.

The industrial site has become a source of great envy with other communities. We have been blessed beyond measure. It is our goal and obligation to continue to bring in new business to the site.
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<th>Date</th>
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**Total Meeting Time**
27 hours
Red Deer Creek Crossing was purchased by Pampa Energy Center June 16, 2012. The name was changed to Las Pampas Square.

A capital construction loan was made in the amount of $3,000,000.00. And a single pay loan was made for $670,000.00 with a term of 1 year, paying interest quarterly.

Open Range Operating and Management was hired as our manager of the Square. The LPS Board of Directors and ORO&M met 24 times, enclosed please find an attendance log.

Five Board Members represent the overall management of the Square. They are Ken May, President, Gary Sutherland, Vice President, Glennette Goode, Vice President, Clay Rice, Vice President and Kathy Cota, Secretary/Treasurer.

Board meetings are held at least twice a month with Open Range.

After closing we took over the lease of Enbridge from Panhandle Skies and completed the renovation. Enbridge is in the old Alco building on the North side of the Square. We have a seven year lease with them.

Our main focus has been to replace electrical, plumbing, roofs and HVAC to a complex that was 50 years old and neglected for the past 20 to 25 years. This is quite an undertaking and is very expensive.

Along with the major renovating we have added Pampa Sleep Source, Totally Polished Nails and Gifts, 1 Nails, Pampa ISD storage, Steels, renovated the old Dunlap’s store for Bealls, and built a new restaurant for Verona’s Italian Bistro.

Las Pampas Square currently has three notes with First Bank Southwest.

1. $3,000,000.00 for a term of 10 years at 4% interest. Monthly installments of $30,456.44
   a. The balance on this loan is $2,708,789.06
2. $670,000.00 interest paid quarterly, principle due June 13, 2014. The note was refinanced in June for another 12 months.
3. A loan in the amount of $500,000.00. The 3 million dollar loan and this loan will have a combined payment of approximately $30,500.00
   a. The balance on this loan is $481,486.41

We receive approximately $52,587.00 in rent each month. This is an increase of 47% or an increase of $24,812.00 per month.

We have taken on a very large project, in the beginning to save jobs, and in the future to enhance the Community, and bring economic growth to the City.
Las Pampas Square Board of Directors
Attendance Log
October 1, 2012 - September 30, 2013

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<tr>
<th>Date</th>
<th>May</th>
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Total 20/24 21/24 23/24 21/24 24/24

Total Meeting Time
46 hours, 10 minutes
Progress Report

To

Pampa EDC

LEADING EDG

Business Development Facilitation Project

Oct. 31, 2013

Period: Oct 2012 thru Sept 2013

Contract days for period: 52 days

New Client Engagements: Oct 2012 - 2

   Nov 2012 - 1

   Dec 2012 - 1

   Jan 2013 - 3

   Feb 2013 - 2

   Mar 2013 - 4

   Apr 2013 - 1

   May 2013 - 2

   June 2013 - 4

   July 2013 - 4

   Aug 2013 - 4
Sept 2013 - 7

Total New Client Engagements: 35

Projected Job Creation Through Sept 2013:

Of the 35 engagements 13 produced jobs. Of the 13 businesses that produced jobs the breakdown is as follows:

- 9 Business produced 1 job = 9 jobs
- 3 Business produced 2 jobs = 6 jobs
- 1 Business produced 3 jobs = 3 jobs

Total jobs produced = 18 jobs

Average jobs produced per engagement /= .51 jobs/engage.

The business purpose for the 35 engagements breaks out as follows:

- Business ownership transfer - 1 businesses
- New Business Startup - 26 businesses
- Existing Business Assistance - 8 businesses

Total direct consulting hours - 105 hours

Ave. hours engaged per contract day - 2.01 hours

Respectfully Submitted,

Spencer McElhannon
Business Development Facilitator
Leading EDG, LLC
AGENDA ITEM NO. 4

ITEM/PROJECT: RESOLUTION NO. R13-019 – LAS PAMPAS SQUARE, LLC.

MEETING DATE: DECEMBER 10, 2013

DESCRIPTION: Consider adopting on second and final reading Resolution No. R13-019, a Resolution of the City of Pampa approving an unsecured loan from the Pampa Economic Development Corporation to Las Pampas Square, LLC in the amount of $670,000.00.

FINANCIAL IMPACT:

SOURCE OF FUNDS:

START/COMPLETION SCHEDULE:

RECOMMENDED ACTION:

BACKGROUND/ADDITIONAL INFORMATION: Resolution No. R13-019 attached.
RESOLUTION NO. R13-019

A RESOLUTION APPROVING A LOAN BY THE PAMPA ECONOMIC DEVELOPMENT CORPORATION TO THE LAS PAMPAS SQUARE, LLC FOR CAPITAL IMPROVEMENTS

WHEREAS, the Pampa Economic Development Corporation ("Pampa EDC") has presented a request to make an unsecured, non-interest bearing loan of $670,000 to Las Pampas Square, LLC for capital improvements to the Las Pampas Square shopping center, providing for repayment upon the sale of the shopping center;

AND WHEREAS, the Pampa EDC will hold a public hearing on December 19, 2013;

AND WHEREAS, the Pampa EDC has requested that the City Commission approve such loan;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAMPA, TEXAS:

That the unsecured, non-interest bearing loan of $670,000 by the Pampa EDC to Las Pampas Square, LLC for capital improvements to the Las Pampas Square shopping center, including remodel expense, roof replacement, heating, ventilation and air conditioning unit replacement, a fenced enclosure and a new pylon sign, providing for repayment upon sale of the shopping center after payment of all expenses of sale and repayment of all bank loans secured by the shopping center, to the extent that there are net proceeds of sale sufficient to satisfy all or a portion of the loan, and providing other terms as set out in copy of note attached hereto and made a part hereof, be and it is hereby APPROVED.

INTRODUCED, READ and APPROVED on its first reading this the 26th day of November, 2013.

READ, APPROVED and ADOPTED on its second and final reading on this the 10th day of December, 2013.

CITY OF PAMPA, TEXAS

By: _____________________________________________________________________________
    Brad Pingel, Mayor

ATTEST:

___________________________________
    Karen L. Price, City Secretary

APPROVED AS TO FORM:

___________________________________
    Leland W. Waters, City Attorney
AGENDA ITEM NO. 5

ITEM/PROJECT: CANCEL REGULAR CITY COMMISSION MEETING

MEETING DATE: DECEMBER 10, 2013

DESCRIPTION: Consider cancelling the December 24, 2013 regular City Commission Meeting.

STAFF CONTACT:

FINANCIAL IMPACT:

SOURCE OF FUNDS:

START/COMPLETION SCHEDULE:

RECOMMENDED ACTION:

BACKGROUND/ADDITIONAL INFORMATION: