



GLEN SMITH – Mayor
 JOHNNY TRAN – Councilmember Place 1
 JUDY CHAVEZ – Councilmember Place 2
 MARY CROCKER – Councilmember Place 3
 WAYNE DODD – Councilmember Place 4
 ANDY ERDELT – Councilmember Place 5
 STEPHEN MCGOVERN – Councilmember Place 6

CITY OF PALACIOS CITY COUNCIL REGULAR MEETING AGENDA

Notice is hereby given of a Public Hearing at the Regular Council Meeting of the Palacios City Council to be held September 27, 2016, beginning at 7:00 p.m. in the Council Chambers of City Hall, 311 Henderson Avenue, Palacios, TX, for the purpose of considering the following items:

REGULAR COUNCIL MEETING

CALL TO ORDER

INVOCATION – Councilmember Erdelt

PLEDGE OF ALLEGIANCE – Councilmember McGovern

PLEDGE TO TEXAS FLAG – Councilmember McGovern

PLEDGE TO PALACIOS FLAG – Councilmember McGovern

VISITOR / CITIZEN FORUM

PROCLAMATION

1. POW/MIA Recognition Day
2. Gold Star Mother's Day

ADMINISTRATIVE REPORTS

1. Fall Clean Up
2. Bay Fest October 7-8th
3. 9th Street Reconstruction Notice to proceed, 9-26-16

ITEMS TO BE CONSIDERED

1. Discuss and consider adopting Resolution 2016-R-17 to designate administration and engineering service providers for the 2016 Texas CDBG Texas Capital Fund.
2. Discuss and consider adopting Resolution 2016-R-18 that designates areas within the designated Historic Commercial District as slum/blighted and in need of improvement
3. Discuss and consider adopting Resolution 2016-R-19 that authorizes submission of an application to the Texas Department of Agriculture for a 2016 Texas Capital Fund – Downtown Revitalization Program grant to construct sidewalk, lighting, and handicap-accessibility improvements in the designated Historic Commercial District.
4. Discuss and consider adopting Resolution 2016-R-20 that adopts a public access plan to be utilized during infrastructure construction projects funded through the Texas Capital Fund – Downtown Revitalization Program.

5. Discuss and consider action on adoption of a Citizen Participation Plan and Citizen Complaint Procedures to be followed during implementation of Texas Community Development Block Grant Program Texas Capital Fund projects.
6. Discuss and consider appointing a Council Member to be the Houston-Galveston Area Council (H-GAC) Official Representative for the 2017 General Assembly.
7. Discuss and consider appointing a Council Member to be the Houston-Galveston Area Council (H-GAC) Alternate Representative for the 2017 General Assembly.
8. Discuss and consider action to approve the following consent agenda items:
 - a) Minutes of the September 13, 2016 Regular Council Meeting

EXECUTIVE SESSION

In accordance with Chapter 551, Government Code, (Open Meetings Law) the Council May go into Executive (closed) session in order to:

Consult with its attorney (551.071)

Discuss Real Estate transaction (551.072)

Deliberation regarding prospective gifts or donation (551.073)

Discuss personnel matters (551.074)

Deliberation regarding security devices (551.076)

Discuss economic development negotiations (551.087)

ACTION ON EXECUTIVE SESSION:

ADJOURN

In compliance with the Americans with Disabilities Act, the City of Palacios will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meeting. Please contact City Hall, at 361.972.3605.

CERTIFICATION

I certify that a copy of the September 27, 2016 agenda of items to be considered by the City Council was posted on the City Hall bulletin board by 5:00p.m. on September 23, 2016.

REGULAR COUNCIL MEETING

CALL TO ORDER

INVOCATION –Councilmember Erdelt

PLEDGE OF ALLEGIANCE – Councilmember McGovern

PLEDGE TO TEXAS FLAG – Councilmember McGovern

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VISITOR / CITIZEN FORUM

PROCLAMATION

1. POW/MIA Recognition Day
2. Gold Star Mother's Day

Office of the **MAYOR**

CITY OF



PALACIOS

Proclamation

Whereas:

Today and every day, we express our sincerest gratitude to service members, veterans, military families, and all others who place themselves in harm's way to defend the virtues of our great Nation; and

WHEREAS, We must pay special tribute to the service members who, by defending our freedom and liberties, have sacrificed their own; and

WHEREAS, It is important to recognize not only those who have served in the Armed Forces, but also the family members and friends of our country's Prisoners of War and unreturned veterans, America's MIA; and

WHEREAS, In honor of the men and women who have courageously served their country, the United States Congress established the third Friday in the month of September as National POW/MIA Recognition Day; and

NOW, THEREFORE, I, Glen Smith, Mayor of the City of Palacios, by the authority invested in me, hereby proclaim

September 18, 2016 as

"POW/MIA Recognition Day"

in the City of Palacios, and encourage all of its citizens to join others across the Nation in honoring all current and former American POW and MIA, and their families by flying the POW/MIA Flag and conducting appropriate ceremonies and activities in honor of these heroes.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the City of Palacios, Texas.

Done at City Hall of Palacios, this 27th day of September 2016.

Glen Smith, Mayor

ATTEST:

Angela Flores, City Secretary



Office of the **MAYOR**

CITY OF



PALACIOS

Proclamation

Whereas:

For generations, mothers and families have given a piece of their heart to our Nation as their loved ones serve in our Armed Forces with honor and distinction. Seventy years ago, as Americans stormed an unforgiving beach, families waited anxiously for a call or a letter from an ocean away. And today, many families experience the absence of a deployed service member so future generations might know a more just and peaceful world. On Gold Star Mother's and Family's Day, we pay tribute to all those who made the ultimate sacrifice, and to the families who suffered the unimaginable pain of losing them so our Union might endure.

WHEREAS, Hung in these families' front windows, blue-turned-gold stars remind us of their extraordinary loss and reflect not only the pride still in their eyes, but also the tears of pain that will never fully go away. Our Gold Star families hold dear to the values for which their loved ones gave their lives. With courage and resilience, they preserve the memories of the brave men and women we have lost by giving back to their communities and working toward a better future. As a Nation, we will always honor the sacrifice these families have made.

WHEREAS, Our sacred obligation to our service members and their loved ones will never be forgotten. On this day and every day, we salute all those who have worn America's uniforms and the families who stand by them. Our homeland is stronger and safer because of these heroes. As we celebrate the memories of our troops who gave their last full measure of devotion, we renew our commitment to look after the loved ones they have left in our care.

WHEREAS, The Congress, by Senate Joint Resolution 115 of June 23, 1936 has designated the last Sunday in September as "**Gold Star Mother's Day.**"

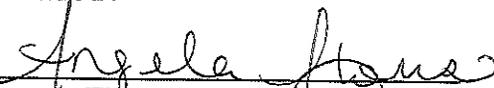
NOW, THEREFORE, I, Glen Smith, City of Palacios, by virtue of the authority vested in me by the City of Palacios, do hereby proclaim September 25, 2016, as Gold Star Mother's and Family's Day. I encourage the American people to display the flag and hold appropriate ceremonies as a public expression of our Nation's gratitude and respect for our Gold Star Mothers and Families.

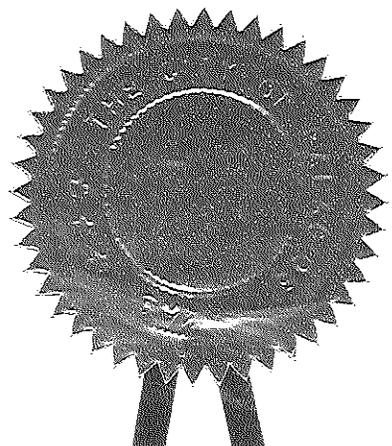
IN WITNESS WHEREOF, I have hereunto set my hand this twenty-seventh day of September, in the year of our Lord two thousand sixteen, and of the Independence of the United States of America the two hundred and thirty-ninth.



Glen Smith, Mayor

ATTEST:


Angela Flores, City Secretary



ADMINISTRATIVE REPORTS

1. Fall Clean Up
2. Bay Fest October 7-8th
3. 9th Street Reconstruction Notice to proceed, 9-26-16

RESOLUTION 2016-R-17

A RESOLUTION OF THE CITY OF PALACIOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACTS FOR THE 2016 TEXAS COMMUNITY DOWNTOWN REVITALIZATION PROGRAM FUND AWARD.

WHEREAS, the anticipated award of a 2016 Texas CDBG contract requires implementation by professionals experienced in the administration and engineering of federally-funded community development projects;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Proposals (RFP) process for administration services and a Request for Qualifications (RFQ) for engineering services has been completed in accordance with Texas CDBG requirements;

WHEREAS, the submissions received by the due date have been scored to determine the most qualified and responsive providers for each professional service;

NOW, THEREFORE, BE IT RESOLVED:

Section 1A. That _____ be awarded a contract to provide Texas CDBG project-related **administration services** for the 2016 Contract.

Section 1B. That _____ be awarded a contract to provide Texas CDBG project-related **professional engineering services** for the 2016 Contract.

Section 2. That any and all contracts or commitments made with the above-named services providers are dependent on the successful negotiation of a contract with the service provider;

PASSED AND APPROVED ON _____, 2016.

APPROVED:

Mayor Glen Smith

ATTEST:

City Secretary Angela Flores

RESOLUTION 2016- R-18

A RESOLUTION OF THE CITY OF PALACIOS, TEXAS, FINDING THAT CONDITIONS EXIST WITHIN THE DESIGNATED HISTORIC COMMERCIAL DISTRICT OF THE CITY WHICH ARE DETRIMENTAL TO THE PUBLIC HEALTH, SAFETY AND WELFARE OF THE COMMUNITY AND, THEREFORE, ARE DECLARED TO CONSTITUTE A BLIGHTED AREA.

WHEREAS, the City desires to improve conditions within the designated Historic Commercial District of the City; and

WHEREAS, the City has previously designated and defined the Historic Commercial District for the purpose of economic development and historic preservation; and,

WHEREAS, the City has reviewed the designated Historic Commercial District and identified certain unacceptable conditions within the District including the lack of adequate walkways, lighting, and handicap accessible ramping; and,

WHEREAS, the existence of said conditions are detrimental to the public health, safety and welfare due to the possibility of injury; and,

WHEREAS, there is a need for the expansion, rehabilitation and replacement of existing facilities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALACIOS, TEXAS:

SECTION 1.

That the City hereby identifies certain areas of the designated Historic Commercial District to be blighted and in need of assistance as may be necessary and required to eliminate these blighted conditions.

PASSED AND APPROVED this 27th day of September, 2016.

GLEN SMITH, MAYOR

ATTEST

ANGELA FLORES, CITY SECRETARY

RESOLUTION 2016-R-19

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION FOR FUNDING THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE’S TEXAS CAPITAL FUND – DOWNTOWN REVITALIZATION PROGRAM FOR SIDEWALK AND HANDICAP ACCESSIBILITY IMPROVEMENTS AND AUTHORIZING THE MAYOR TO ACT AS THE CITY’S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY’S PARTICIPATION IN THE TEXAS CAPITAL FUND PROGRAM.

WHEREAS, City of Palacios desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income; and

WHEREAS, certain conditions exist within the community which represent a potential risk to the public health and safety; and

WHEREAS, it is necessary and in the best interests of City of Palacios to apply for funding under the 2016 Texas Community Development Block Grant Program – Downtown Revitalization Program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALACIOS, TEXAS, AS FOLLOWS:

SECTION 1.

That a Community Development Block Grant application is hereby authorized to be filed with the Texas Department of Agriculture for funding consideration under the Texas Capital Fund Downtown Revitalization Program for sidewalk, lighting, and handicap accessibility infrastructure as shown below and detailed on the engineer’s budget justification form and administration activities;

Item	Use of funds	Amount
1.	Infrastructure: Construct sidewalk, lighting, and handicap-accessibility improvements in the Historic Commercial District.	\$222,500
2.	General administration: To be procured following TxCDBGP procedures.	\$27,500
	TOTAL	\$150,000

SECTION 2.

That the City Council has reviewed and hereby pledges to provide \$75,000 in local funds to be provided by the City of Palacios to serve as a match toward the engineering, surveying, demolition, and construction services.

SECTION 3.

That the Mayor is designated as the Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and participation in the Community Development Block Grant Program;

SECTION 4.

The City Council understands that there is no requirement of repayment for funds used to construct public infrastructure improvements and, therefore, will not require repayment of any Texas Capital Fund monies received for this project; and

SECTION 5.

That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.

PASSED AND APPROVED this 27th day of September, 2016.

GLEN SMITH, MAYOR

ATTEST

ANGELA FLORES, CITY SECRETARY

RESOLUTION 2016-R-20

A RESOLUTION ADOPTING A PUBLIC ACCESS PLAN FOR USE DURING CONSTRUCTION OF PUBLIC INFRASTRUCTURE PROJECTS FUNDED THROUGH THE TEXAS CAPITAL FUND – DOWNTOWN REVITALIZATION PROGRAM.

Whereas, the City of Palacios has taken specific steps to ensure that access to operating commercial businesses and public facilities will not be interrupted during construction of its Texas Capital Fund – Downtown Revitalization Program (TCF-DRP) improvement projects; and

Whereas, the public access plan was discussed during the public hearing held prior to preparing an application for TCF-DRP funds.

As a result of that discussion, BE IT RESOLVED BY THE CITY OF PALACIOS that it will utilize the following infrastructure access plan during infrastructure construction funded through TCF-DRP:

- Businesses in the Historic Commercial District (the Downtown Revitalization Program target area) will be given notification (TCF-DRP public hearing) when public infrastructure projects proposed for TCF-DRP funding within in the District are being considered. Notice will include the date/time/place that the improvements and access plan will be discussed during a public hearing and a City Council meeting where authorization to submit a TCF-DRP grant application will be given. Notification will continue through the application submission (TCF-DRP public notice), review, and scoring phases of the TCF-DRP competition.
- When a project is recommended for funding, the City will issue a written notice to the business owners in the TCF-DRP target area.
- Prior to commencement of construction activities, affected business owners will be notified of the date/time/place where a pre-construction meeting will be held with the construction contractor, City officials, and the project engineer to discuss the construction schedule and access options. At least seven days notice of this meeting will be given to the business owners.
- Because the bulk of work to be accomplished through this project will cross the primary entry to the stores fronting onto the 300 and 400 block of Main Street, access options to be available will include:
 1. Scheduling work during off-peak shopping/tourist periods.
 2. Suspending work during peak shopping periods of Thanksgiving to Christmas, during the Tax-Free Shopping Weekend (in late summer), and during festivals and events scheduled in the downtown area.
 3. Making large pavement pours late in the afternoon so access will not be barred during the day.
 4. If a pavement pour is scheduled during normal business hours, the contactor will be required to notify the project engineer at least 48 hours in advance who will then notify the City. The City will then notify the business owner and will work with the affected owner in an effort to provide alternative access to their property. This alternative access may include laying temporary hard surface access planks over the pavement or, if a rear access is available, working with the business owner to keep use of a rear access to a minimum amount of time.
 5. Should any scheduling conflict be unavoidable, the City will give the affected business at least 72-hour notice of the work to be performed. This notice will also include an estimated amount of time the access will be impeded.

6. At the conclusion of construction activities, the City will hold a post-construction meeting (TCF-DRP final public hearing) to solicit public input on the work accomplished and evaluate the public access plan.

PASSED AND APPROVED this 27th day of September, 2016.

GLEN SMITH, MAYOR

ATTEST

ANGELA FLORES, CITY SECRETARY

THE CITY OF PALACIOS
CITIZEN PARTICIPATION PLAN
TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Note to Grant Recipients regarding Limited English Proficiency (LEP) requirements:

In accordance with federal law, if there is a significant number of the population who are non-English speaking residents and are affected by the TxCDBG project, such citizens should have 'meaningful access' to all aspects of the TxCDBG project. To provide 'meaningful access', Grant Recipients may need to provide interpreter services at public hearings or provide non-English written materials that are routinely provided in English. Examples of such vital documents include application, complaint procedures, complaint procedures, answers to complaints, notices, notices of rights and disciplinary action, and any additional documents that contain information that is critical for obtaining federal services and/or benefits, or is required by law. For more information, see LEP.gov

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of the Texas Department of Agriculture's Texas Community Development Block Grant (TxCDBG) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the City of Palacios, 311 Henderson (P.O. Box 845), Palacios, TX 77465, (361-972-3605) during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the TxCDBG project.

1. A person who has a complaint or grievance about any services or activities with respect to the TxCDBG project, whether it is a proposed, ongoing, or completed TxCDBG project, may during regular business hours submit such complaint or grievance, in writing to the Mayor at the City of Palacios, 311 Henderson (P.O. Box 845), Palacios, TX 77465, (361-972-3605).
2. A copy of the complaint or grievance shall be transmitted by the City Manager to the entity that is the subject of the complaint or grievance and to the City Attorney within five (5) working days after the date of the complaint or grievance was received.
3. The Mayor shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within ten (10) days.
4. If the investigation cannot be completed within ten (10) working days per 3 above, the person who made the grievance or complaint shall be notified, in writing, within fifteen (15) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.
5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the TxCDBG for their further review and comment.

6. If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

TECHNICAL ASSISTANCE

When requested, the City shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of TxCDBG funds. The City, based upon the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

PUBLIC HEARING PROVISIONS

For each public hearing scheduled and conducted by the City, the following public hearing provisions shall be observed:

1. Public notice of all hearings must be published at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper. Each public notice must include the date, time, location, and topics to be considered at the public hearing. A published newspaper article can also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
2. When a significant number of non-English speaking residents are a part of the potential service area of the TxCDBG project, vital documents such as notices should be published in the predominant language of these non-English speaking citizens.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and the City must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to the hearing.
4. A public hearing held prior to the submission of a TxCDBG application must be held after 5:00 PM on a weekday or at a convenient time on a Saturday or Sunday.
5. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City shall comply with the following citizen participation requirements for the preparation and submission of an application for a TxCDBG project:

1. At a minimum, the City shall hold at least one (1) public hearing to prior to submitting the application to the Texas Department of Agriculture.
2. The City shall retain documentation of the hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the proposed use of funds

for three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

3. The public hearing shall include a discussion with citizens as outlined in the applicable TxCDBG application manual to include, but is not limited to, the development of housing and community development needs, the amount of funding available, all eligible activities under the TxCDBG program, and the use of past TxCDBG contract funds, if applicable. Citizens, with particular emphasis on persons of low- and moderate-income who are residents of slum and blight areas, shall be encouraged to submit their views and proposals regarding community development and housing needs. Citizens shall be made aware of the location where they may submit their views and proposals should they be unable to attend the public hearing.
4. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City must comply with the following citizen participation requirements in the event that the City receives funds from the TxCDBG program:

1. The City shall also hold a public hearing concerning any substantial change, as determined by TxCDBG, proposed to be made in the use of TxCDBG funds from one eligible activity to another again using the preceding notice requirements.
2. Upon completion of the TxCDBG project, the City shall hold a public hearing and review its program performance including the actual use of the TxCDBG funds.
3. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, for either a public hearing concerning substantial change to the TxCDBG project or for the closeout of the TxCDBG project, publish notice in both English and Spanish, or other appropriate language and provide an interpreter at the hearing to accommodate the needs of the non-English speaking residents.
4. The City shall retain documentation of the TxCDBG project, including hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

PASSED AND ADOPTED at a meeting of the City Council of the City of Palacios, Matagorda County, Texas, held on September 27, 2016.

ATTEST:

GLEN SMITH, MAYOR

ANGELA FLORES, CITY SECRETARY

09/01/2016

CITY OF PALACIOS
CITIZEN COMPLAINT FORM

FOR CITY USE ONLY

INSTRUCTIONS: Read this form and the instructions on reverse carefully before completing. All questions should be answered. However, if you do not know the answer or if a question is not applicable, leave the questions unanswered and fill out as much of the form as you can. Your complaint should be signed and dated and, if possible, notarized. Where more than one individual or organization is filing the same complaint, each additional individual or organization should complete boxes 1 and 7 of a separate complaint form and attach it to the original form, but the other boxes need not be completed if the information is the same as in the original form, but the other boxes need not be completed if the information is the same as in the original. Complaints may be (1) mailed to the Mayor of City of Palacios, P.O. Box 845, Palacios, TX 77465 or (2) filed or presented in person to the Mayor of City of Palacios, 311 Henderson Street, Palacios, TX 77465.

Number _____

Date _____

Filing Date _____

DATE OF PRIOR ACTION, IF ANY

PRELIMINARY DETERMINATION

PLEASE TYPE OR PRINT

1. Name of Aggrieved person or organization

Telephone Number:

(Mr. Mrs. Miss) (Last Name - First Name - Middle Initial) Street Address City County State ZIP Code

2. Whom is this complaint against?

Name (Last Name-First Name-Middle Initial) Street Address City County State ZIP Code Telephone Number

Is the party named above a: (Check applicable box or boxes)

City Employee City Council Member Contractor of the City Other

Name and Identify Others (if any) you believe violated the law in this case:

3. What did the person you are complaining against do? When did act or acts occur? (Be sure to include all dates, if several dates are involved.)

4. Do you believe there was discrimination because of? (Check applicable box and write your race, color, religion, sex or national origin on the line below the box checked)

Race or Color Religion Sex National Origin

5. Please review the following and check the applicable box or boxes if they apply to your case.

The City has described its housing and community development needs in a manner clearly inconsistent with available facts and data; The activities proposed by the City are clearly inappropriate to meet the City's needs and objectives;

The City has not complied with TxCDBG program requirements; The proposed activities are not eligible for TxCDBG grant assistance.

6. Summarize in your own words what happened. Use this space for a brief and concise statement of the facts. Additional details of what happened may be provided on an attachment. (NOTE: The City will furnish a copy of complaint to the person or organization against whom complaint is made.)

7. I swear or affirm that I have read this complaint (including any attachments) and that it is true to the best of my knowledge, information, and belief.

(Date)

(Sign your name)

8. Subscribed and sworn to before me this _____ day of _____, _____.

NOTARIZATION:

(Name)

(Title)

SEAL

IF IT IS DIFFICULT FOR YOU TO GET A NOTARY PUBLIC TO SIGN THIS FORM, SIGN YOUR OWN NAME AND MAIL IT WITHOUT NOTARIZATION.

CITY OF PALACIOS CITIZEN COMPLAINT FORM

ADDITIONAL DETAILS

If you wish to explain in detail in an attachment what happened, you should consider the following:

1. If you feel that others were treated differently from you, please explain the facts and circumstances.
2. If there were witnesses or others who know what happened, give their names, addresses, and telephone numbers.
3. If you have made this complaint to other City staff or government agencies or to the STATE, explain when and where and what happened.

You can obtain assistance in filing a complaint at the offices listed below:

1. Complain to the Office of Rural Affairs under their Complaint System, 10 T.A.C. Sec. 178.1 and 178.2.

Office of Rural Affairs
P.O. Box 12877
Austin, Texas 78711
(512) 936-7890

2. Complain to the Secretary of HUD by filing this form by mail or in person.

U.S. Department of Housing and Urban Development
Region VI - Dallas
New Dallas Federal Building
1100 Commerce Street
Dallas, Texas 75202

MUESTRAS

**LA CIUDAD DE PALACIOS
PLAN DE PARTICIPACIÓN CIUDADANA
PROGRAMA DE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

Nota a los receptores de subvención en relación a requisitos de Dominio Limitado del Inglés:

De acuerdo con la ley federal hay un número significativo de población que son residentes y que no hablan inglés y son afectados por el proyecto TxCDBG, estos ciudadanos deben tener "acceso significativo" a todos los aspectos del proyecto TxCDBG . Para proporcionar "acceso significativo", receptores de la subvención pueden ser utilizados para proporcionar servicios de interpretación en las audiencias públicas o proporcionar materiales no escritos en inglés que se proporcionan de manera rutinaria en Inglés. Ejemplos de tales documentos vitales incluyen la aplicación, los procedimientos de quejas, procedimientos de queja, las respuestas a las quejas, avisos, avisos de derechos y las medidas disciplinarias, y los documentos adicionales que contienen información que es fundamental para la obtención de los servicios y/o beneficios federales, o es requerido por ley. Para obtener más información, consulte LEP.gov.

PROCEDIMIENTOS DE QUEJA

Estos procedimientos de queja cumplen con los requisitos del Departamento de Programa de Agricultura de Texas Community Development Block Grant (TxCDBG) y los requisitos del gobierno local de Texas se encuentran en 24 CFR §570.486 (Código de Regulaciones Federales). Los ciudadanos pueden obtener una copia de estos procedimientos en la Ciudad de Palacios, 311 Henderson (P.O. Box 845), Palacios, TX 77465, (361-972-3605) en horario de oficina.

A continuación se presentan los procedimientos formales de quejas y quejas relativas a los servicios prestados en el marco del proyecto TxCDBG.

1. Una persona que tiene una queja o reclamación sobre cualquiera de los servicios o actividades en relación con el proyecto TxCDBG, o si se trata de una propuesta, en curso o determinado proyecto TxCDBG, pueden durante las horas regulares presentar dicha queja o reclamo, por escrito a la Ciudad de Palacios, 311 Henderson (P.O. Box 845), Palacios, TX 77465 o puede llamar a (361-972-3605).
2. Una copia de la queja o reclamación se transmitirá por el Alcalde a la entidad que es encargada de la queja o reclamación y al Abogado de la Ciudad dentro de los cinco (5) días hábiles siguientes a la fecha de la queja o día que la reclamación fue recibida.
3. El gerente de la ciudad deberá cumplir una investigación de la queja o reclamación, si es posible, y dara una respuesta oportuna por escrito a la persona que hizo la denuncia o queja dentro de los diez (10) días.

4. Si la investigación no puede ser completada dentro de los diez (10) días hábiles anteriormente, la persona que hizo la queja o denuncia sera notificada, por escrito, dentro de los quince (15) días cuando sea posible después de la entrega de la queja original o quejas y detallará cuando se debera completar la investigación.
5. Si es necesario, la queja y una copia escrita de la investigación posterior se remitirán a la TxCDBG para su posterior revisión y comentarios.
6. Se proporcionara copias de los procedimientos de queja y las respuestas a las quejas, tanto en Inglés y Español, u otro lenguaje apropiado.

ASISTENCIA TÉCNICA

Cuando lo solicite, la Ciudad proporcionará asistencia técnica a los grupos que son representantes de las personas de bajos y moderados ingresos en el desarrollo de propuestas para el uso de los fondos TxCDBG. La Ciudad, en base a las necesidades específicas de los residentes de la comunidad en el momento de la solicitud, deberá determinar el nivel y tipo de asistencia.

DISPOSICIONES AUDIENCIA PÚBLICA

Para cada audiencia pública programada y llevada a cabo por la Ciudad, se observarán las disposiciones siguientes de audiencias públicas:

1. Aviso público de todas las audiencias deberá publicarse al menos setenta y dos (72) horas antes de la audiencia programada. El aviso público deberá publicarse en un periódico local. Cada aviso público debe incluir la fecha, hora, lugar y temas a considerar en la audiencia pública. Un artículo periodístico publicado también puede utilizarse para cumplir con este requisito, siempre y cuando cumpla con todos los requisitos de contenido y temporización. Los avisos también deben ser un lugar prominente en los edificios públicos y se distribuyen a las autoridades locales de vivienda pública y otros grupos interesados de la comunidad.
2. Cuando se tenga un número significativo de residentes que no hablan inglés seran una parte de la zona de servicio potencial del proyecto TxCDBG, documentos vitales como las comunicaciones deben ser publicados en el idioma predominante de estos ciudadanos que no hablan ingles.
3. Cada audiencia pública se llevará a cabo en un momento y lugar conveniente para los beneficiarios potenciales o reales e incluirá alojamiento para personas con discapacidad. Las personas con discapacidad deben poder asistir a las audiencias y la Ciudad debe hacer los arreglos para las personas que requieren ayudas o servicios auxiliares en caso de necesitarlo por lo menos dos días antes de la audencia será publica.

4. Una audiencia pública celebrada antes de la presentación de una solicitud TxCDBG debe hacerse después de las 5:00 pm en un día de semana o en un momento conveniente en sábado o domingo.
5. Cuando un número significativo de residentes que no hablan inglés se registra para participar en una audiencia pública, un intérprete debe estar presente para dar cabida a las necesidades de los residentes que no hablan inglés.

La Ciudad deberá cumplir con los siguientes requisitos de participación ciudadana para la elaboración y presentación de una solicitud para un proyecto TxCDBG:

1. Como mínimo, la Ciudad deberá tener por lo menos un (1) audiencia pública antes de presentar la solicitud al Departamento de Agricultura de Texas.
2. La Ciudad conservará la documentación de la convocatoria(s) audiencia, un listado de las personas que asistieron a la audiencia(s) , acta de la vista(s), y cualquier otra documentación relativa a la propuesta de utilizar los fondos para tres (3) años a partir de la liquidación de la subvención para el Estado . Dichos registros se pondrán a disposición del público, de conformidad con el Capítulo 552, Código de Gobierno de Texas.
3. La audiencia pública deberá incluir una discusión con los ciudadanos como se indica en el manual correspondiente de aplicación TxCDBG, pero no se limita a, el desarrollo de las necesidades de vivienda y desarrollo comunitario, la cantidad de fondos disponibles, todas las actividades elegibles bajo el programa TxCDBG y el uso de fondos últimos contratos TxCDBG, en su caso. Los ciudadanos, con especial énfasis en las personas de bajos y moderados ingresos que son residentes de las zonas de tugurios y tizón, se fomentará a presentar sus opiniones y propuestas sobre el desarrollo de la comunidad y las necesidades de vivienda. Los ciudadanos deben ser conscientes de la ubicación en la que podrán presentar sus puntos de vista y propuestas en caso de que no pueda asistir a la audiencia pública.
4. Cuando un número significativo de residentes que no hablan inglés se registra para participar en una audiencia pública, un intérprete debe estar presente para dar cabida a las necesidades de los residentes que no hablan inglés.

La Ciudad debe cumplir con los siguientes requisitos de participación ciudadana en el caso de que la Ciudad recibe fondos del programa TxCDBG:

1. La Ciudad celebrará una audiencia pública sobre cualquier cambio sustancial, según lo determinado por TxCDBG, se propuso que se hará con el uso de fondos TxCDBG de una actividad elegible a otro utilizando de nuevo los requisitos de notificación

2. Una vez finalizado el proyecto TxCDBG, la Ciudad celebrará una audiencia pública y revisará el desempeño del programa incluyendo el uso real de los fondos TxCDBG.
3. Cuando un número significativo de residentes que no hablan inglés se puede registrar para participar en una audiencia pública, ya sea para una audiencia pública sobre el cambio sustancial del proyecto TxCDBG o para la liquidación del proyecto TxCDBG, publicará un aviso en Inglés y Español u otro idioma apropiado y se proporcionará un intérprete en la audiencia para dar cabida a las necesidades de los residentes.
4. La Ciudad conservará la documentación del proyecto TxCDBG, incluyendo aviso de audiencia(s), un listado de las personas que asistieron a la audiencia(s), acta de la vista(s), y cualquier otro registro concerniente al uso real de los fondos por un período de a tres (3) años a partir de la liquidación del proyecto al estado.

Dichos registros se pondrán a disposición del público, de conformidad con el Capítulo 552, Código de Gobierno de Tejas.

Pasada y aprobada en una reunión del Consejo Municipal de la Ciudad de Palacios, Matagorda County, Texas, en el 27 de Septiembre 2016.

GLEN SMITH, MAYOR

ANGELA FLORES, CITY SECRETARY

GLEN SMITH, Mayor

ATTEST:

ANGELA FLORES, City Secretary

APPROVED AS TO FORM:

RANDALL B. STRONG, City Attorney

...ordinances\amending junkyards



JOHN C. SARDELICH – Mayor
JOHNNY TRAN – Mayor Pro-Tem – Councilmember Place 1
JUDY CHAVEZ – Councilmember Place 2
MARY CROCKER – Councilmember Place 3
GLEN SMITH – Councilmember Place 4
ANDY ERDELT – Councilmember Place 5
TROY LEWIS – Councilmember Place 6

CITY OF PALACIOS CITY COUNCIL MEETING MINUTES September 13, 2016

REGULAR COUNCIL MEETING

CALL TO ORDER – Mayor Smith called the Regular Meeting to order at 7:00 p.m.
City Staff present: David Kocurek, Jackie Miller, Chief Miles

INVOCATION – Councilmember Erdelt

PLEDGE OF ALLEGIANCE – Councilmember Dodd

PLEDGE TO TEXAS FLAG – Councilmember Dodd

PLEDGE TO PALACIOS FLAG – Councilmember Dodd

VISITOR / CITIZEN FORUM – Bobby Solis, resident of 74 years came to explain a situation he had occurring when he was pulled over for an expired sticker. An officer was very loud and rude to him. He also left the man to stand in the hot sun. He claims he made a big show and there was no need for it he is an elderly man and he had the sticker in his glove box. Judy Chavez commended him for coming to the Council and letting them hear his story.

PRESENTATIONS

1. Claude Manning- CEO of Palacios Community Medical Center, update on hospital- He will have someone from the hospital on a quarterly basis to update the Council from now on. They are a 501C and one of the largest employers in the area. The clinic averages 500 or more patients per month. The current caregivers are Dr. Hernandez and PA Katie Gilbert. Working on recruiting a primary care physician and evaluating the need for specialty services in the area. The new facility is a primary project but they have slowed it down a bit. Invites everyone to the Annual Box Supper.

PROCLAMATION

1. Classes of 1948-1986- Palacios High School Multi Year Reunion
2. Patriot Day and National Day of Service & Remembrance- Paying tribute to those lost on 9/11.

PUBLIC HEARING-

1. Proposed Budget 2016-2017 – Opened at 7:19. Adjourned at 7:21
2. Conduct public hearing to solicit input regarding participation in the Texas Community Development Block Grant Program. Betty Collier from GrantWorks is who the City works with for the Downtown Revitalization. Opened at 7:21 PM. Adjourned at 7:27 PM.

ADMINISTRATIVE REPORTS- Fall Clean Up is this Saturday 8-1PM. Nation Night Out is Sept. 24th at City Park.

ITEMS TO BE CONSIDERED

1. Discuss and consider action to approve Ordinance 2016-O-6 adopting the City of Palacios Budget for Fiscal Year 2016-2017.
Councilmember McGovern motioned to approve Ordinance 2016-O-6.
Councilmember Dodd seconded.
There was no opposition.
With no opposition the motion carried.
2. Discuss and consider action to ratify the proposed property tax increase as reflected in the City of Palacios Budget for Fiscal Year 2016-2017.
Councilmember Crocker motioned to approve the property tax rate be increased by the

adoption of tax rate of 0.84000 which is effectively a .65% increase in the tax rate.

Judy Chavez seconded.

There was no opposition.

With no opposition the motion carried.

3. Discuss and consider action to approve Ordinance 2016-O-7 adopting the Ad Valorem Tax Rate of \$0.8400 per \$100 valuation for 2016.

Councilmember Erdelt motioned to approve Ordinance 2016-O-7.

Councilmember McGovern seconded.

There was no opposition.

With no opposition the motion carried.

4. Discuss and consider action to approve the 2017 Routine Airport Maintenance Grant for the Palacios Municipal Airport. TxDOT Project Number M1613PALC.

Councilmember Tran motioned to approve the 2017 Routine Airport Maintenance Grant.

Councilmember Chavez Seconded.

There was no opposition.

With no opposition the motion carried.

5. Discuss and consider action to approve the following consent agenda items:

- a) Minutes of the August 30, 2016 Regular Council Meeting

- b) Excuse the absence of Johnny Tran from the August 30, 2016 Meeting

Councilmember Erdelt motioned to approve the Consent Agenda.

Councilmember Crocker seconded.

There was no opposition.

With no opposition the motion carried.

EXECUTIVE SESSION-

In accordance with Chapter 551, Government Code, (Open Meetings Law) the Council May go into Executive (closed) session in order to:

Consult with its attorney (551.071)

Discuss Real Estate transaction (551.072)

Deliberation regarding prospective gifts or donation (551.073)

Discuss personnel matters (551.074)

Deliberation regarding security devices (551.076)

Discuss economic development negotiations (551.087)

ACTION ON EXECUTIVE SESSION

ADJOURN

Councilmember McGovern motioned to adjourn at 7:43 pm.

Mayor Smith seconded.

There was no opposition.

With no opposition, the motion carried.

Glen Smith, Mayor

Angela Flores, City Secretary

ADJOURN

In compliance with the Americans with Disabilities Act, the City of Palacios will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meeting. Please contact City Hall, at 361.972.3605.

CERTIFICATION

I certify that a copy of the September 27, 2016 agenda of items to be considered by the City Council was posted on the City Hall bulletin board by 5:00p.m. on September 23, 2016.