

**CITY OF PALACIOS, TEXAS
CITY COUNCIL BUDGET WORKSHOP**

MINUTES

May 26, 2022

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A Budget Workshop was held by the City Council of the City of Palacios on May 26, 2022, at 6:00 p.m., in the Council Chamber, 311 Henderson, Palacios, Texas 77465.

CALL TO ORDER

Mayor Gardner called the meeting to order at 6PM.

CERTIFICATION OF A QUORUM

Mayor Gardner certified a quorum was present.

ATTENDANCE ROLL CALL

Mayor, Jim Gardner, Present
Councilmember Place 6, Michael Dotson, Present
Councilmember Place 5, Raylyn Samora, Present
Councilmember, Place 4, Troy Lewis, Present
Councilmember Place 3, Chip Woolf, Present
Councilmember, Place 2, Sharon Trainor, Present
Councilmember Place 1, Larry Glenn, Present

Staff in Attendance:

City Manager, Cynthia Raleigh
City Attorney, Anne Marie Odefey
City Finance Manager, Tammy McDonald
Police Chief, Tobie Bias
Public Works Director, Darrell Robbins
Solid Waste Coordinator, Peggy Georgi
Municipal Court Clerk, Sonia Martinez
City Hall Office Manager, Maria Ayala
Administrative Assistant, Aleigha Galvan
City Secretary, David Holubec

INVOCATION & PLEDGES

Mayor Gardner recognized Councilmember Woolf who led the Council, Staff, and Citizens in prayer and pledges to the U.S., Texas, and Palacios Flags.

VISITOR / CITIZEN FORUM

1. Edith Gower spoke about the Palacios Swimming Pool issues and the lack of an operational pool at this time. She emphasized the need for swimming lessons for children and the need for a long-range plan for an indoor/outdoor facility.

PRESENTATION/DOSCUSSION ITEMS

1. **Roles and Responsibilities of Elected Officials** ~ Presentation and discussion on Roles and Responsibilities of Elected Officials. Anne Marie Odefey, City Attorney led this presentation. Included:
 - a) Open Meetings Act
 - b) City of Palacios Charter
 - c) Public Information Act
 - d) Conflict of Interest
 - e) Gifts
 - f) Nepotism
 - g) Orders to Employees
 - h) Ordinances
 - i) Resolutions
 - j) Yearly Plan
 - k) 20 Year Plan
2. **2020 – 2021 Annual Audit** ~ Presentation and discussion of annual audit. Tammy McDonald, Finance Manager and Auditors. This was an update of the audit that is currently under way. The final audit will be ready for the next Council meeting for review, discussion and/or possible approval.

RECESS NOTE:

A recess was called after agenda item #2 at 6:54PM for a break before continuing with the Planning Workshop. Reconvened at 6:59PM.

3. **Budget / Strategic Planning Workshop** ~ Presentation and discussion of strategic plan for the 2022 – 2023 Fiscal Year. City Manager, Cynthia Raleigh led the session by introducing seven (7) Goal Categories:

1. Governance

- a) Website transparency
- b) Education – Council, Staff – TML
- c) Accountability
- d) Information sharing
- e) Meetings broadcast – Facebook
- f) Fair / Equitable
- g) Team approach

2. *Public Safety*

- a) Mental health training
- b) Professionalism
- c) Accreditation
- d) Equipment needs
- e) Outreach
- f) Community Policing
- g) Team approach – EMS, Police, City agencies, community agencies
- h) Attention to detail
- i) Empowerment through salaries
- j) Education/Training – emergency, skilled
- k) Standards
- l) Hurricane – Emergency Management
- m) Insurance upgrades
- n) Fire hydrant review, mapping and restoration

3. *Quality of Life*

- a) Palacios Swimming Pool
- b) Park updates
- c) ADA Park
- d) Piers – Fish cleaning stations
- e) Sidewalks
- f) Lighting – neighborhoods, boat ramps
- g) Sewer, water, streets, drainage
- h) Maintenance plan

4. *Economic Development*

- a) Events/Festivals
- b) Coordinate events with other agencies
- c) Goals
- d) Tourism
- e) Advertisement
- f) City-wide clean-up and improvement
- g) Mainstreet revitalization
- h) Improving vacant lots within the city and subdivisions
- i) Airport
- j) Golf course
- k) Acquiring a tract-home builder

- l) Promote retirement community, weekenders, healthcare facilities
- m) Business / industry incentives
- n) Promote historic assets

5. ***Connectivity & Communication***

- a) Open and honest communication
- b) Internal customer service
- c) External customer service
- d) State of the Art service
- e) Quality technology
- f) City Wi-Fi hotspots
- g) Rural 5G
- h) Video meetings – live stream
- i) Laserfiche
- j) City Social Media Plan

6. ***Parks & Natural Beauty***

- a) Protect and nurture
- b) Improve
- c) Conserve
- d) Maintain
- e) Design
- f) Signage
- g) Video surveillance
- h) Trees
- i) Birding trails
- j) Kayaking

7. ***Service Delivery***

- a) Culture of quality service
- b) Create a “to do list”
- c) Engage employees
- d) Focus on Customer experience
- e) Training
- f) Understanding job specifics
- g) Job shadowing
- h) Welcoming environment

The session ended with stakeholders placing “sticker dots” on the areas they felt were the most important in each of the seven (7) focus areas.

ADJOURNMENT (Adjourned at 8:51PM)


Jim Gardner, MAYOR

ATTEST:

David Holubec, CITY SECRETARY

