

**CITY OF PALACIOS
CITY COUNCIL MEETING**

AGENDA

**THURSDAY, OCTOBER 27, 2022
6:00PM**

REGULAR CITY COUNCIL MEETING

**City of Palacios Council Chambers
311 Henderson
Palacios, Texas 77465**

CALL TO ORDER:

- a. Quorum Call.
- b. Invocation. Councilmember Woolf.
- c. Pledge of Allegiance to the United States Flag.
- d. Pledge of Allegiance to the Texas Flag.
- e. Pledge of Allegiance to the Palacios Flag.

ANNOUNCEMENTS:

With respect to items not listed on this agenda, Council Members may announce community events, may announce community recognitions, may request specific factual information or a recitation of existing policy from staff, or may request placement of items on the Board agenda for discussion or action at a following meeting.

- a. Mayor's Announcements
- b. Council Member's Announcements

CITIZEN COMMUNICATION FORUM:

The public is invited to address the City Council and speak on any matter not specifically listed for public hearing elsewhere in this Agenda. Please note Council Members may not deliberate on topics not included on this agenda. The presentation shall be no longer than three (3) minutes.

OATH OF OFFICE:

Mayor Gardner to administer Oath of Office to Aleigha Galvan, City Secretary, and new members of the Planning and Zoning Commission.

PRESENTATIONS:

- Water and Wastewater Funding Presentation ~ Garver Engineering
- October Financial Update ~ Tammy McDonald

DISCUSSION AND ACTION ITEMS:

1. **City Council Regular Meeting Minutes** ~ October 13, 2022
2. **MOU Palacios ISD Police Department** ~ Police Chief Tobie Bias ~ Discuss and take action to approve MOU between Palacios ISD and Palacios PD to use evidence room services and reporting system.
3. **Leasing of Police Vehicles** ~ Police Chief Tobie Bias ~ Discuss leasing options for new police vehicles.
4. **2023-2024 CDBG Administration Services** ~ Tammy McDonald ~ Discuss and approve administrative services for 2023-2024 CDBG Grant.
5. **2023-2024 CDBG Engineering Services** ~ Tammy McDonald ~ Discuss and approve engineering services for 2023-2024 CDBG Grant.
6. **2023-2024 Downtown Revitalization (DRP) Administration Services** ~ Tammy McDonald ~ Discuss and approve administrative services for 2023-2024 Downtown Revitalization Program.
7. **2023-2024 Downtown Revitalization (DRP) Engineering Services** ~ Tammy McDonald ~ Discuss and approve engineering services for 2023-2024 Downtown Revitalization Program.
8. **2023-2024 Planning and Capacity Building Fund (PCB) Administration Services** ~ Tammy McDonald ~ Discuss and approve administrative services for 2023-2024 Planning and Capacity Building Fund.
9. **2023-2024 Planning and Capacity Building Fund (PCB) Engineering Services** ~ Tammy McDonald ~ Discuss and approve engineering services for 2023-2024 Planning and Capacity Building Fund.

CLOSED/ EXECUTIVE SESSION:

- Pursuant to Texas Government Code §551.072, discuss the sale or lease of city-owned properties.

RECONVENE TO OPEN/ REGULAR SESSION

City Council shall reconvene in Open Session and may discuss, consider, and take possible action on any item listed above that was considered and discussed in Executive/Closed Session (If necessary).

10. **ADJOURNMENT**

AGENDA NOTICES:

Action by Council Authorized: The City Council may vote and act upon any item within this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant

to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person or appear in executive session by conference call in accordance with applicable state law.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city boards, commissions, and committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions, and committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions, and committees of the City, whose members may be in attendance. The members of the boards, commissions, and committees may participate in discussions on the same items listed on the agenda, which occur at the meeting. Still, such in attendance will not take any action unless such item and action are expressly provided for on the agenda for that board, commission, or committee subject to the Texas Open Meetings Act.

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel, and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally addressed in the closed portion of the meeting considering public views of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c). The meeting is conducted by all participants in reliance on this opinion.

Certification of Posting: This is to certify that the above notice of a Regular Called Council Meeting was posted on the front bulletin board of the City Hall of the City of Palacios, Texas, on **Thursday, October 20, 2022, before 6:00 PM**. If you have any questions concerning the above items, please contact City Manager Cynthia Raleigh at (361) 972-3605. This Notice was posted under the Texas Open Meeting Act (TEX.REV.CIV.STAT.ANN. Chapter 551) and recent guidelines from the Texas Attorney General.

Aleisha Galvan

Aleisha Galvan, City Secretary

This facility is accessible in accordance with the Americans with Disabilities Act. Accessible parking spaces are available. If you require special assistance or have a request for sign interpretative services or other services, please call 361-972-3605 at least 24 hours before the meeting.

The next City Council meetings (due to Thanksgiving Holiday) will be held on
November 3rd and 17th, 2022, at 6PM.

CITY OF PALACIOS, TEXAS
REGULAR CITY COUNCIL MEETING

MINUTES

October 13, 2022

REGULAR CITY COUNCIL MEETING

A REGULAR City Council meeting was held by the City Council of the City of Palacios on September 22, 2022, at 6:00 p.m., in the Council Chamber, 311 Henderson, Palacios, Texas 77465.

CALL TO ORDER

Mayor Gardner called the REGULAR City Council meeting to order at 6:01PM.

CERTIFICATION OF A QUORUM

Mayor Gardner certified a quorum was present.

ATTENDANCE ROLL CALL

Mayor, Jim Gardner, Present
Councilmember Place 6, Michael Dotson, Absent
Councilmember Place 5, Raylynn 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

CITY STAFF IN ATTENDANCE:

Cynthia Raleigh, City Manager
Anne Marie Odefey, City Attorney
Tammy McDonald, HR/ Finance
Tobie Bias, Police Chief
Aleighta Galvan, Executive Assistant
Ryan Adams, Code Compliance and Developmental Services
Christy Adams, Public Works Assistant
Manuel Guevara, Parks and Streets Superintendent
Josh Jones, Lieutenant
Jose Diaz, Corporal
Erasmo Torres, Officer
Christian Wied, Officer

INVOCATION & PLEDGES

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

ANNOUNCEMENTS:

- i. Mayor's Announcements ~ Mayor Gardner thanked everyone for attending, and encouraged more attendees for future meetings.*
- ii. Council Member's Announcements ~ Councilmember Samora spoke about the pleasure of attending the annual TML Conference held in San Antonio. Also in attendance were Councilmember Woolf, Mayor Gardner, and City Manager Cynthia Raleigh. Councilmember Samora also thanked public works for a job well done on the appearance of the parks around town.*

PROCLAMATION:

- i. Domestic violence proclamation read by Mayor Jim Gardner. Received by members of the Crisis Center of Bay City, Texas.*

CITIZEN COMMUNICATION FORUM: ~ Public Comments

- i. Joe Monk ~ spoke about concerns with item #5 on the agenda.*
- ii. Dominic John ~ spoke about concerns regarding construction of an R.V. park in his neighborhood.*

CEREMONIES:

- i. Palacios Police Chief Tobie Bias spoke about the honor of wearing a badge and what it represents. Bias presented Lieutenant Jones, Corporal Diaz, Officer Torres, and Officer Wied with new badges.*

PRESENTATIONS:

- i. Esmeralda Salinas and Kayla Clark presented information about the City by the Sea Museum, including a slideshow and video of their recent summer camp for children. (see attachment A)*
- ii. Scott Kohan from Aquametric presented a slideshow of information on the new Sensus water meters to be installed within the city of Palacios. (see attachment B)*
- iii. Matt Glaze from Urban Engineering presented four slideshows to Council on upcoming projects; Project Updates (see attachment C), City of Palacios Master Water Plan (see attachment D), City of Palacios 2022 Pavement Inventory (see attachment E), and City of Palacios Master Wastewater Plan (see attachment F).*

DISCUSSION AND ACTION ITEMS:

1. **Minutes ~ September 22, 2022,** ~ Regular City Council Meeting. *APPROVED BY MOTION. MOTION: LEWIS. SECONDED: SAMORA. PASSED UNANIMOUSLY.*
2. **Police Vehicles** ~ Consider and take possible action approving the purchase of new pursuit rated police vehicles. *Chief Bias expressed the need for police vehicles within his department. Current vehicles would be redistributed to other departments within the city. Chief Bias explained the cost for buying outright, and City Attorney Odefey discussed leasing options for the vehicles. Council questioned the need for new vehicles. Bias explained the timeline of when the vehicles would be purchased to the time they would be received. Council debated the number of vehicles requested. COUNCILMEMBER GLENN MOTIONS TO POSTPONE THE ITEM DEFINATLY AND BE PLACED ON THE OCTOBER 27TH AGENDA. SECONDED: LEWIS. PASSED UNANIMOUSLY.*
3. **ORDINANCE NO. 2022-O-16** ~ Substandard Buildings ~ Consider and take action on adoption of Substandard Building Ordinance, amending code sections as stated in said Ordinance and adopting penalties for violation of said Ordinance. Final Reading. (A. Odefey) *City Attorney Odefey, explained the process of a building being labeled “substandard”. Substandard buildings will be presented to the Board of Adjustments and presented by Ryan Adams, Code Compliance Officer. Councilmember Woolf suggested an amendment of wording in the document. APPROVED BY MOTION. MOTION: WOOLF. SECONDED: SAMORA. A ROLL CALL VOTE WAS TAKEN AND PASSED UNANIMOUSLY WITH THE EXCEPTION OF COUNCILMEMBER DOTSON’S ABSENCE.*
5. **P & Z Member Appointment** ~ Consider and take action appointing new members to the Planning & Zoning Commission. *Mayor invites the candidates to come up and speak if they wish. Thomas Chando and Delores McDaniels spoke about themselves and their desire to serve on the P&Z Commission. City Attorney Odefey discusses the definition of a “resident” and gives her recommendation. Council discusses. Council Voted. Votes were tallied. COUNCILMEMBER WOOLF MOTIONS THAT RON LAWS, DELORES MCDANIELS, AND THOMAS CHANDO (WHO IS ACCEPTED AS A FULL RESIDENT) BE APPOINTED TO THE PLANNING AND ZONING COMMISION. SECONDED: LEWIS. PASSED UNANIMOUSLY.*
6. **Variance Request** ~ Consider and take action regarding a request for an RV variance for the property located at 708 Rorem. *This item was withdrawn from the agenda and was decided it must go through the Planning and Zoning Commission.*

CLOSED/ EXECUTIVE SESSION:

Council went into Executive Session at 8:53PM

RECONVENE TO OPEN / REGULAR SESSION

Council reconvened to open session at 9:15PM

- Pursuant to Texas Government Code §551.072, to discuss surplus property listing and sales agreement. *COUNCIL MEMBER GLENN MOTIONED FOR THE CITY TO MOVE FORWARD ON OFFERS RECEIVED FOR THE FOLLOWING PROPERTIES: 205 FOURTH ST, 201 FOURTH ST, AND 408 COMMERCE. SECONDED: SAMORA. PASSED UNANIMOUSLY.*

ADJOURNMENT

Meeting Adjourned by Mayor Gardner at 9:17PM.

Jim Gardner, MAYOR

ATTEST:

Aleighta Galvan, CITY SECRETARY

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27th, 2022
Department: Police Department
Subject: MOU PISD Police Department

BACKGROUND

The Palacios Independent School District Chief, Joseph Felan, reached out to me regarding their lack of location to store and maintain evidence from criminal offenses. I was further informed that they do not have access to a proper report writing or maintaining system in which they can write reports, maintain reports, submit reports for prosecution or log evidence into a property room. The Palacios Police Department has all these items at its disposal.

GOAL

To ensure that all citizens of the City of Palacios are properly served, in particular those that attend, work at or visit, the PISD campuses. We strive to assist the PISD Police Department in meeting their goals. The Palacios Police Department is willing to sign a Memorandum of Understanding with PISDPD to extend our evidence room services and reporting system to the PISDPD.

FISCAL IMPACT

None – The current property room can easily store and maintain the items to be placed in the property room as evidence by the PISD police officers. The reporting system we use, RMS Tyler Technologies, is designed to add users at no additional cost.

RECOMMENDATION

Approve as presented

ATTACHMENT

MOU

**Memorandum of Understanding between
The City of Palacios Police Department
and Palacios Independent School District Police Department,
In Particular Evidence Storage and Computer Access**

This Memorandum of Understanding (hereinafter referred to as “MOU”) is entered into by and between the City of Palacios, Texas (hereinafter referred to as “City”) and Palacios Independent School District Police Department (hereinafter referred to as “PISDPD”) to be effective _____ 2022.

Recitals

WHEREAS, the City, desires to provide PISDPD with assistance in securing and maintaining evidence from criminal investigations

WHEREAS, the City, desires to provide PISDPD with assistance in securing and maintaining a reporting system to type, report and maintain criminal offense reports

WHEREAS, PISDPD, desires to provide the Palacios Independent School District with the highest level of professional law enforcement services

WHEREAS, PISDPD, desires to properly maintain a chain of custody for property and evidence taken into custody in connection with criminal investigations

WHEREAS, PISDPD, desires to properly generate and maintain a reliable and secure report writing system for all written reports and documentation

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND CONSIDERATION PROVIDED FOR HEREIN, THE RECEIPT AND SUFFICIENCY OF WHICH ARE FOREVEVR CONFESSED, THE PARTIES HERETO AGREE TO THE FOLLOWING:

Section 1: Findings Incorporated. All matters stated above in the preamble are found to be true and correct and are incorporated herein by references as if copies in their entirety.

Section 2: Term: This Agreement shall commence on _____ 2022 and terminate on _____ 2023, AND shall renew automatically on January 1, of each calendar year.

I. Palacios Independent School District Police Department

For the purpose of this MOU, the Palacios Independent School District Police Department shall utilize the Tyler Technology reporting RMS system that we currently use at the Palacios Police Department to generate and maintain criminal reports. PISDPD shall be responsible to submit criminal offense to the appropriate court along with all documentation. PISDPD shall book and store evidence and property in the property room at the Palacios Police Department. PISDPD shall be responsible for checking any items out needed for court proceedings. PISDPD shall be responsible for transporting evidence as needed to an outside agency for further investigational purposes. PISDPD shall be responsible for destruction or return of items they have placed into the evidence room with the Palacios Police Department.

II. City of Palacios Police Department

For the purpose of this MOU, City of Palacios Police Department (PPD) shall maintain a proper evidence room with all required security measure for evidence and property to be stored and maintained for PISDPD. PPD shall provide PISDPD with access to the property computer for proper logging of said items into the evidence room. PPD shall provide a secure crime reporting system such as the current Tyler Technology system to PISDPD and allow then access to the system for reporting or criminal related cases.

III. Effective Date

This MOU shall become effective upon the date of signature of the Chief of Police for the Palacios Police Department and the Chief of Police for the Palacios Independent School District Police Department

IV. Termination of MOU

The Palacios Independent School District Police Department Police Chief or the City of Palacios Police Chief shall maintain the right to terminate this MOU independently at any time. Such termination shall be made in writing and be provided to the other party immediately upon signature of the terminating party.

Palacios Police Department

Chief of Police Tobie Bias

315 Henderson

Palacios, Texas 77465

Palacios Independent School District

Chief of Police Joseph Felan

1209 Twelfth Street

Palacios, TX 77465

IN WITNESS WHEREOF, the parties have executed this agreement on the date of signatures below.

CITY OF PALACIOS
DISTRICT

POLICE DEPARTMENT

PALACIOS INDEPENDENT SCHOOL

SHERIFF'S OFFICE

Tobie Bias

Chief of Police

Date: _____

Joseph Felan

Chief of Police

Date: _____

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27, 2022
Department: Police Department
Subject: Police Service Vehicles

BACKGROUND

The Palacios Police Department has a unique need for vehicles that are designed for the jobs performed by our policing professionals. These vehicles are designed to best serve the public and the officers for their safety. Pursuit rated vehicles feature enhanced suspensions, advanced braking systems, and oversized or additional, cooling for engines and transmissions. These features prevent the vehicles from prematurely wearing out due to the extreme driving situations police vehicles are used for.

*At the 10/13/2022 Council meeting it was voted to postpone this item until financing options could be explored. Enterprise Vehicle Program, Lease to own such as Cap. Finance, or grant funded in full.

GOAL

Enhance officer safety and effectiveness in service to the citizens of Palacios and all who visit our city. The patrol cars would be assigned as follows, three (3) for patrol usages and two (2) for administration.

FISCAL IMPACT

For this project a total amount of expenditure not to exceed \$365,000, for fully outfitted vehicles, of which administration vehicles do not need striping and radars

The annual payment of \$127,418.37 for the vehicles is highly similar in cost to the \$108,429.25 annual paid for the pavilion now. The pavilion is estimated to be paid off in February.

RECOMMENDATION

Approve financing through from Government Capital with 3 annual payments.

ATTACHMENT

Finance option form

PATROL VEHICLE PURCHASE OPTIONS AND INFORMATION SHEET

The Palacios Police Department presented on Thursday, October 13th, 2022, a council item for the purchase of five (5) Police cars, three (3) patrol and two (2) administrative. The concern voiced by council at that meeting was the desire to finance all five (5) vehicles rather than to pay them in full through use of the American Rescue Grant.

We had previously reached out to Government Capital and First Government Lease about financing options for these vehicles. After the Council meeting, we also reached out to Enterprise Fleet and sales to add another option.

When I contacted Enterprise Fleet, I was informed that the minimum order for lease vehicles through that program is seven (7) units. I reached out to Enterprise Sales; I was informed that they do not sell the patrol cars. They are only available through the Fleet program.

Government Capital (CG) informed us that on a \$342,808.42 purchase the options are as follows

1. 3-year term at 5.65% interest with an annual payment of \$127,418.37
2. 5-year term at 5.69% interest with an annual payment of \$80,696.37

Government Capital also has a mandatory process with the following steps

1. Council votes requests contract
2. GC comes to a Council meeting and makes a presentation
3. GC performs an audit of the city finances
4. If accepted, they finalize the purchase and proceed

First Government Lease (FGL) informed us that on \$342,808.42 purchase the options are as follows

1. 3-year term at 4.25% interest with an annual payment of \$133,695.28
2. 5-year term at 4.75% interest with an annual payment of \$88,101.76

FGL has the following process for leasing

1. City provided last 2 years of city financials
2. After approval the City receives and invoice

If these numbers look wrong, I agree at first glance. GC has an interest rate of 5.65% but has a lower payment of \$127,418.37. FGL has a lower interest rate of 4.25% but a higher annual payment of \$133,695.42.

We reached back out to FGL and found that the first payment is not due until receipt of the vehicle in possibly November of 2023. However, the interest on that year still accrues. That interest is added to the remaining payments.

With FGL we would pay an extra year of interest on the financing.



**GOVERNMENT CAPITAL
CORPORATION**

October 18, 2022

City of Palacios, TX.

We are pleased to offer the following preliminary overview of the financing terms:

Lender: Government Capital Corporation
Issuer: City of Palacios, TX.
Financing structure: Tax Exempt Financing – Public Property Finance Act Contract, 271.005
Project Description: New Police Units

Project Pricing Estimate: \$342,808.42

| | | |
|---------------------------|---|-------------|
| Term: | 3 Years | 5 Years |
| Annual Payments: | \$127,418.37 | \$80,696.37 |
| Interest Rate Indication: | 5.65% | 5.69% |
| Payments Commencing: | One year from contract date and annually thereafter | |

The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are based on current markets. Upon credit approval, rates may be locked for up to thirty (30) days. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our team is prepared to move forward or provide other terms for consideration as needed.

Thank you for the opportunity.

Sincerely,

Landon Newton
Government Capital Corporation
345 Miron Dr
Southlake, Texas 76092
(817) 722-0213 Direct
Landon.Newton@govcap.com

The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interests that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.

RE: new finance structure



From Landon Newton <landon.newton@govcap.com>
To Joshua Jones <joshjones@cityofpalacios.org>
Date 2022-10-18 11:36

Palacios, city of 10182022.pdf (~85 KB)

Lt. Jones,

Attached is the revised financing proposal you requested.

Rates are continuing to go up. The feds meet again on November 2 and will raise rates again.

Since I quoted August 30, rates have gone up 100 basis points.

Please let me know if you need a resolution to authorize the financing at which point I can lock the interest rates.

Thanks and have a blessed day.

Regards,

Landon Newton

Government Capital Corporation

345 Miron Drive | Southlake, Texas 76092 | P: 817.421.5400

M: 903.330.8909 | Landon.Newton@govcap.com | www.govcap.com

-----Original Message-----

From: Joshua Jones <joshjones@cityofpalacios.org>

Sent: Tuesday, October 18, 2022 10:46 AM

To: Landon Newton <landon.newton@govcap.com>

Subject: new finance structure

I need a finance structure for a total amount of \$342,808.42. Can you break it down to a 3 and 5 year structure please sir. this is going on this weeks agenda.

--

"People sleep peacefully in their beds at night only because rough men stand ready to do violence on their behalf." -George Orwell

Thank You,

Lt. Joshua Jones #401

Palacios Police Department

Criminal Investigations Division/Administration

361-972-2728 CID Office

361-972-3112 Dispatch

315 Henderson Ave.

Palacios, Texas

77465

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*we Accept
Come to Council
Then Financial audit
Then Finalized*

First Government Lease Co.
One-Page Lease To Own Financing

PO Box 8331
Northfield, IL 60093-8331

Telephone 866.793.9670
Telefax 847.441.5012

www.firstgovernment.com
info@firstgovernment.com

Binding Commitment Letter

October 18, 2022

361-972-2728

City of Palacios
311 Henderson
Palacios, TX 77465

Dear Lieutenant Jones,

First Government Lease Co. ("FGLC") stands willing, ready and able to fund up to \$342,808.42 for five (5) Police Ford Explorers for the City of Palacios. The only requirement is that First Government Lease Co. be listed as first lien holder.

No fees, no deposit, no application, no escrow amounts, you are approved.

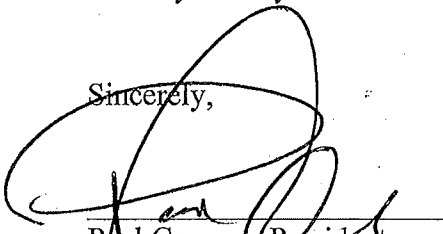
Amount: \$342,808.42

3 years – 4.25% fixed rate, 3 annual payments of \$ 133,695.28.
3 years – 4.25% fixed rate, 36 monthly payments of \$10,856.90.
5 years – 4.75% fixed rate, 5 annual payments of \$ 88,101.76.
5 years – 4.75% fixed rate, 60 monthly payments of \$7,164.48.

This Binding Commitment Letter expires in sixty (60) days.

Thank you for your attention to this matter.

Sincerely,



Paul Graver – President
First Government Lease Co.
866-793-9670

First Government Lease Co.
One-Page Lease To Own Financing

PO Box 8331
Northfield, IL 60093-8331

Telephone 866.793.9670
Telefax 847.441.5012

www.firstgovernment.com
info@firstgovernment.com

APPROVAL LETTER

Date: October 18, 2022

To: City of Palacios – Lt. Josh Jones

Subject: We will finance your Ford Explorers over 3-5 years, low fixed rate with immediate funding!

You are Approved!

How it Works – For the Customer

Send us an invoice or purchase order, and if it includes a vehicle, the VIN of vehicle. We will fax or mail you the lease documents for signature. When we receive the signed documents, we will pay the seller and you pick up the vehicle. When you have made the final payment, the vehicle is yours. We have included a copy of our lease purchase agreement for your review.

It is that easy!

No Application

No Down Payment


No Commitment or other Fees

No Prepayment Fee

We Finance Used Or New Equipment For Municipal Units and Volunteer Fire Departments

Finance APPROVAL - Ford Explorers

From First Government Lease Co. <firstgovernment@att.net>
To joshjones@cityofpalacios.org <joshjones@cityofpalacios.org>
Reply-To First Government Lease Co. <info@firstgovernment.com>
Date 2022-10-18 13:30

 City of Palacios.pdf (~31 KB)

Hello Lt. Jones,

Please see attached binding approval letter on the City's purchase of the 5 police vehicles.

All I need are the last two years of the City's financials and invoice on purchase to get started on my side.

No down payment, no fees and no penalty for early payoff.

Should you need anything else, please feel free to reach out to me.

Regards,

Dean Palmer
President - Operations
First Government Lease Co.
www.firstgovernment.com
866-793-9670

Finance Quotes

From First Government Lease Co. <firstgovernment@att.net>
To joshjones@cityofpalacios.org <joshjones@cityofpalacios.org>
Reply-To First Government Lease Co. <info@firstgovernment.com>
Date 2022-10-18 16:03

Hello Lt. Jones,

First Government Lease Company has approved the loan amount of \$342,808.42 for the City's purchase of 5 Police Cars. The binding commitment letter outlines preliminary numbers and rates we offer. Our bank does charge an extra year of interest if payments are made annually with the first payment due a year after funding. Keep in mind, there is NO penalty for early payoff.

After review of the City's financials, our board will secure you an accurate low fixed rate payment plan.

Should you need anything else, please feel free to reach out to me.

I look forward to working with you and the City.

Regards,

Dean Palmer
President - Operations
First Government Lease Co.
www.firstgovernment.com
866-793-9670

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27, 2022
Department: Finance/HR Manager
Subject: 2023-2024 CDBG ADMIN RESOLUTION

BACKGROUND

CDBG represents an opportunity to fund strategic and high-impact activities identified by a community.

CDBG funds may be used for activities which include, but are not limited to:

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
- Public services, within certain limits
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to nonprofit and profit-motivated businesses to carry out economic development and job creation/retention activities

Each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available. A need is considered urgent if it poses a serious and immediate threat to the health or welfare of the community and has arisen in the past 18 months.

GOALS

CDBG will allow us to do a water, sewer, or drainage project to help our community, build a new lift station in an underserved area, or any project to improve the plight of underserved, low to moderate income families in our city.

FISCAL IMPACT

There is a 25% match for CDBG funds.

RECOMMENDATION

Staff recommends that the city move forward with awarding Administration Services of the 2023-2024 CDBG grant.

ATTACHMENT

See attached Resolution 2022-R-24.

RESOLUTION 2022-R-24

A RESOLUTION OF CITY OF PALACIOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 23-24 CDBG TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT FUND.

WHEREAS, the 23-24 CDBG TxCDBG Community Development Block Grant Fund contract requires implementation by professionals experienced in the administration 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 has been completed in accordance with Texas CDBG requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for professional services;

NOW, THEREFORE, BE IT RESOLVED:

Section 1. That _____ be awarded a contract to provide Texas CDBG application and project-related **administration services** for the 23-24 CDBG Texas Community Development Block Grant Fund project.

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 OCTOBER 27, 2022.

APPROVED:

JIM GARDNER, MAYOR

ATTEST:

ALEIGHA GALVAN, CITY SECRETARY

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27, 2022
Department: Finance/HR Manager
Subject: 2023-2024 CDBG ENGINEERING RESOLUTION

BACKGROUND

CDBG represents an opportunity to fund strategic and high-impact activities identified by a community.

CDBG funds may be used for activities which include, but are not limited to:

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
- Public services, within certain limits
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to nonprofit and profit-motivated businesses to carry out economic development and job creation/retention activities

Each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available. A need is considered urgent if it poses a serious and immediate threat to the health or welfare of the community and has arisen in the past 18 months.

GOALS

CDBG will allow us to do a water, sewer, or drainage project to help our community, build a new lift station in an underserved area, or any project to improve the plight of underserved, low to moderate income families in our city.

FISCAL IMPACT

There is a 25% match for CDBG funds.

RECOMMENDATION

Staff recommends that the city move forward with awarding Engineering Services of the 2023-2024 CDBG grant.

ATTACHMENT

See attached Resolution 2022-R-25.

RESOLUTION 2022-R-25

A RESOLUTION OF CITY OF PALACIOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 23-24 CDBG TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT FUND.

WHEREAS, the 23-24 CDBG TxCDBG Community Development Block Grant Fund contract requires implementation by professionals experienced in the engineering of federally-funded community development projects;

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

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for professional services;

NOW, THEREFORE, BE IT RESOLVED:

Section 1. That _____ be awarded a contract to provide Texas CDBG application and project-related **engineering services** for the 23-24 CDBG Texas Community Development Block Grant Fund project.

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 OCTOBER 27, 2022.

APPROVED:

JIM GARDNER, MAYOR

ATTEST:

ALEIGHA GALVAN, CITY SECRETARY

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27, 2022
Department: Finance/HR Manager
Subject: 2023-2024 CDBG DOWNTOWN REVITALIZATION PROGRAM
ADMIN RESOLUTION

BACKGROUND

The DRP program objective is to provide infrastructure improvements to address the conditions that contribute to the deterioration in an area designated as slum or blighted in the applicant community's downtown or main street area.

GOALS

CDBG DRP will allow the city to update and beautify our Downtown area.

FISCAL IMPACT

There is a 25% match for CDBG funds.

RECOMMENDATION

Staff recommends that the city move forward with awarding Administration Services of the 2023-2024 CDBG grant.

ATTACHMENT

See attached Resolution 2022-R-26.

RESOLUTION 2022-R-26

A RESOLUTION OF CITY OF PALACIOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 23-24 DOWNTOWN REVITALIZATION TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT FUND.

WHEREAS, the 23-24 Downtown Revitalization TxCDBG Community Development Block Grant Fund contract requires implementation by professionals experienced in the administration 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 has been completed in accordance with Texas CDBG requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for professional services;

NOW, THEREFORE, BE IT RESOLVED:

- Section 1. That _____ be awarded a contract to provide Texas CDBG application and project-related **administration services** for the 23-24 Downtown Revitalization Texas Community Development Block Grant Fund project.

- 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 OCTOBER 27, 2022.

APPROVED:

JIM GARDNER, MAYOR

ATTEST:

ALEIGHA GALVAN, CITY SECRETARY

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27, 2022
Department: Finance/HR Manager
Subject: 2023-2024 CDBG DOWNTOWN REVITALIZATION PROGRAM
ENGINEERING RESOLUTION

BACKGROUND

The DRP program objective is to provide infrastructure improvements to address the conditions that contribute to the deterioration in an area designated as slum or blighted in the applicant community's downtown or main street area.

GOALS

CDBG DRP will allow the city to update and beautify our Downtown area.

FISCAL IMPACT

There is a 25% match for CDBG funds.

RECOMMENDATION

Staff recommends that the city move forward with awarding Engineering Services of the 2023-2024 CDBG grant.

ATTACHMENT

See attached Resolution 2022-R-27.

RESOLUTION 2022-R-27

A RESOLUTION OF CITY OF PALACIOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 23-24 DOWNTOWN REVITALIZATION TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT FUND.

WHEREAS, the 23-24 Downtown Revitalization TxCDBG Community Development Block Grant Fund contract requires implementation by professionals experienced in the engineering of federally-funded community development projects;

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

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for professional services;

NOW, THEREFORE, BE IT RESOLVED:

- Section 1. That _____ be awarded a contract to provide Texas CDBG application and project-related **engineering services** for the 23-24 Downtown Revitalization Texas Community Development Block Grant Fund project.

- 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 OCTOBER 27, 2022.

APPROVED:

JIM GARDNER, MAYOR

ATTEST:

ALEIGHA GALVAN, CITY SECRETARY

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27, 2022
Department: Finance/HR Manager
Subject: 2023-2024 CDBG PLANNING AND BUILDING CAPACITY ADMIN RESOLUTION

BACKGROUND

The Planning and Capacity Building Fund is a competitive grant program for local public facility and housing planning activities. Localities apply for financial assistance to prepare a “comprehensive plan” or any of its components. Typical activities regard topics such as: Base Mapping, Land Use, Housing, Population, Economic Development and/or Tourism, Central Business District, Street Conditions, Thoroughfares, Parks and Recreation, Water Distribution and Supply, Wastewater Collection and Treatment, Drainage (streets & flood hazard areas), Gas or Electric Systems (if owned by the locality), Community Facilities, Capital Improvements Program, Zoning Ordinance, Subdivision Regulation. Section 105(a) of the Housing and Community Development Act of 1974, as amended, outlines all the generally eligible activities.

GOALS

CDBG PCB will allow the city to develop a city-wide Comprehensive Plan.

FISCAL IMPACT

The amount of the grant is no more than \$45,000 and there is a 10% match (\$4,500).

RECOMMENDATION

Staff recommends that the city do in house Administration Services of the 2023-2024 CDBG Planning and Capacity Building grant.

ATTACHMENT

See attached Resolution 2022-R-28.

RESOLUTION 2022-R-28

A RESOLUTION OF CITY OF PALACIOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 23-24 PLANNING AND CAPACITY BUILDING TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT FUND.

WHEREAS, the 23-24 Planning and Capacity Building TxCDBG Community Development Block Grant Fund contract requires implementation by professionals experienced in the administration 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 has been completed in accordance with Texas CDBG requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for professional services;

NOW, THEREFORE, BE IT RESOLVED:

- Section 1. That the City of Palacios in house administration be awarded to provide Texas CDBG application and project-related **administration services** for the 23-24 Planning and Capacity Building Texas Community Development Block Grant Fund project.
- 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 OCTOBER 27, 2022.

APPROVED:

JIM GARDNER, MAYOR

ATTEST:

ALEIGHA GALVAN, CITY SECRETARY

CITY COUNCIL MEMORANDUM

City Council Meeting: October 27, 2022
Department: Finance/HR Manager
Subject: 2023-2024 CDBG PLANNING AND BUILDING CAPACITY
ENGINEERING RESOLUTION

BACKGROUND

The Planning and Capacity Building Fund is a competitive grant program for local public facility and housing planning activities. Localities apply for financial assistance to prepare a “comprehensive plan” or any of its components. Typical activities regard topics such as: Base Mapping, Land Use, Housing, Population, Economic Development and/or Tourism, Central Business District, Street Conditions, Thoroughfares, Parks and Recreation, Water Distribution and Supply, Wastewater Collection and Treatment, Drainage (streets & flood hazard areas), Gas or Electric Systems (if owned by the locality), Community Facilities, Capital Improvements Program, Zoning Ordinance, Subdivision Regulation. Section 105(a) of the Housing and Community Development Act of 1974, as amended, outlines all the generally eligible activities.

GOALS

CDBG PCB will allow the city to develop a city-wide Comprehensive Plan.

FISCAL IMPACT

The amount of the grant is no more than \$45,000 and there is a 10% match (\$4,500).

RECOMMENDATION

Staff recommends that the Council move forward with hiring Engineering Services of the 2023-2024 CDBG Planning and Capacity Building grant.

ATTACHMENT

See attached Resolution 2022-R-29.

RESOLUTION 2022-R-29

A RESOLUTION OF CITY OF PALACIOS, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE 23-24 PLANNING AND CAPACITY BUILDING TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT FUND.

WHEREAS, the 23-24 Planning and Capacity Building TxCDBG Community Development Block Grant Fund contract requires implementation by professionals experienced in the engineering of federally-funded community development projects;

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

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for professional services;

NOW, THEREFORE, BE IT RESOLVED:

- Section 1. That _____ be awarded to provide Texas CDBG application and project-related **engineering services** for the 23-24 Planning and Capacity Building Texas Community Development Block Grant Fund project.

- 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 OCTOBER 27, 2022.

APPROVED:

JIM GARDNER, MAYOR

ATTEST:

ALEIGHA GALVAN, CITY SECRETARY