GLEN SMITH – Mayor
JOHNNY TRAN –Councilmember Place 1
JUDY CHAVEZ – Councilmember Place 2
MARY CROCKER – Councilmember Place 3
TROY LEWIS – 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 Regular Council Meeting of the Palacios City Council to be held February 27, 2018, 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 Crocker
PLEDGE OF ALLEGIANCE – Councilmember Lewis
PLEDGE TO TEXAS FLAG – Councilmember Lewis
PLEDGE TO PALACIOS FLAG – Councilmember Lewis

VISITOR / CITIZEN FORUM

PRESENTATIONS

ADMINISTRATIVE REPORTS

1. Palacios Pavilion Project
2. Downtown Revitalization Grant
3. May 5, 2018 Election
4. City Manager's Report as of January 31, 2018 – David Kocurek

ITEMS TO BE CONSIDERED

1. Discuss and consider action to approve a request for proposal for a Utility Collection Company as recommended by Tammy McDonald.
2. Discuss and consider action to approve a Letter of Agreement from Texas Baptist Encampment regarding the installation and maintenance of bollards as recommended by David Kocurek.
3. Review and consider action to approve the Application for Appointment to Board or Commission submitted by Robert Garrett for the Airport Committee.

4. Discuss and consider action to approve the following consent agenda items:
   a) Minutes of the February 13, 2018 Regular Council Meeting
   b) Excuse the absences of Judy Chavez on February 13, 2018 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)

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 February 27, 2018 agenda of items to be considered by the City Council was posted on the City Hall bulletin board by 5:00p.m. on February 23, 2018.

Clissa Mills

Clissa Mills, City Secretary

City Manager's

MONTHLY REPORT

January 2018

HURICANE HARVEY

- FEMA is working costs for repairs from Harvey.
- Monitoring CDBG DR program for possible projects for the City.

UTILITIES

- Contractor is 75% complete on repairs to 2nd street, 10th street, Hwy 35, and WWTP lift stations; pass through funding from County Ike Disaster Grant.
- Engineer is designing the CDBD-DR grant; pass through funding from the County Ike Disaster Grant.
- Public Works is working on water leaks from the cold weather.

AIRPORT

- Meeting with TxDOT Aviation Department for Palacios Airport Improvements to repair Runway 13-31, taxiways, and terminal apron in February.

PAVILION

- Contractor is 80% complete
- Working on completing the work in the GLO CMP grant; plazas, picnic shelters, and wetland creation.

POLICE

- Calls for Service 621
- Citations 65; Warnings 62
- Chief submitted a Criminal Justice Grant for new in-car video systems to replace existing outdated systems and two new vehicles; no match required.

FIRE

- Calls for Service 14
- Fire Department is collecting donations for new Fire Station.

ADMINISTRATION

- Waiting on grant execution for the Recycle Center Expansion Project Grant from HGAC.
- Waiting on grant execution for the Downtown Revitalization Grant from Texas Department of Agriculture.
- Auditors will present the 2016-2017 Audit Findings to Council in March.
- Attended Pavilion meetings, Palacios Chamber of Commerce Banquet, and EDC meeting

Texas Baptist Encampment
P. O. Box 1265 • Palacios, TX 77465
(361) 972-2717 • Fax: (361) 972-2939
www.texasbaptistencampment.org

February 13th, 2018

City of Palacios
311 Henderson
Palacios, Texas 77465

To Whom It May Concern:

Texas Baptist Encampment (TBE) is currently working on several landscaping projects. One project is to install about 300 more bollards throughout campus, mainly for traffic control and camper safety / security concerns. Most will be installed on non-public interior driveways, however, a few will be on the TBE perimeter, to curtail the ability of non-guests or public citizens to drive from public roadways, through an adjacent field, and onto the TBE campus. This has been a security problem for many years.

TBE property encompasses almost an entire city block, except for the adjacent Third Coast RV Park on the northwest corner and a small City of Palacios-owned lot on the northeast side, bordering the seawall roadway, just in front of the house at 203 East Bay Blvd. The city used to mow & maintain this lot in the past but the Encampment has been gladly performing this work for at least the past 10 years since, since it is adjacent to TBE property. This small four-sided lot is shaped as a "scalene trapezoid", i.e. no sides of equal measure (130' x 150' x 160' x 75'), and roughly 1/3rd of an acre in size.

The lot borders TBE on its north & west sides while its south & east sides border East Bay Blvd, a public roadway. For aesthetics & security, TBE would like to install approximately 40 bollards on the perimeter of this lot, alongside East Bay Blvd, rather than on interior property lines. These would be highly similar to the bollards on the other side of East Bay Blvd, which borders East Bay (City) Park.

TBE would pay for all supplies & labor. A "dig test" would be performed, prior to any work being done. And the work would be performed sometime in the mid-to-latter part of February. This work would not interfere or violate the 80-year-old agreement in place between the City & the Encampment (guidelines for the seawall roadway easement) since this lot does not border that easement. Also, if the city needs to remove the bollards at some point in the future, this could easily be done.

City Manager David Kocurek and Mayor Glen Smith viewed the site and could possibly give a verbal description. A few pictures and a general map of the TBE campus has also been attached. Please consider this request and let us know if this would be a possibility. Thank you.

Rob Kessler

Executive Director
Texas Baptist Encampment
100 First St; Palacios, Texas 77465
361-972-2717

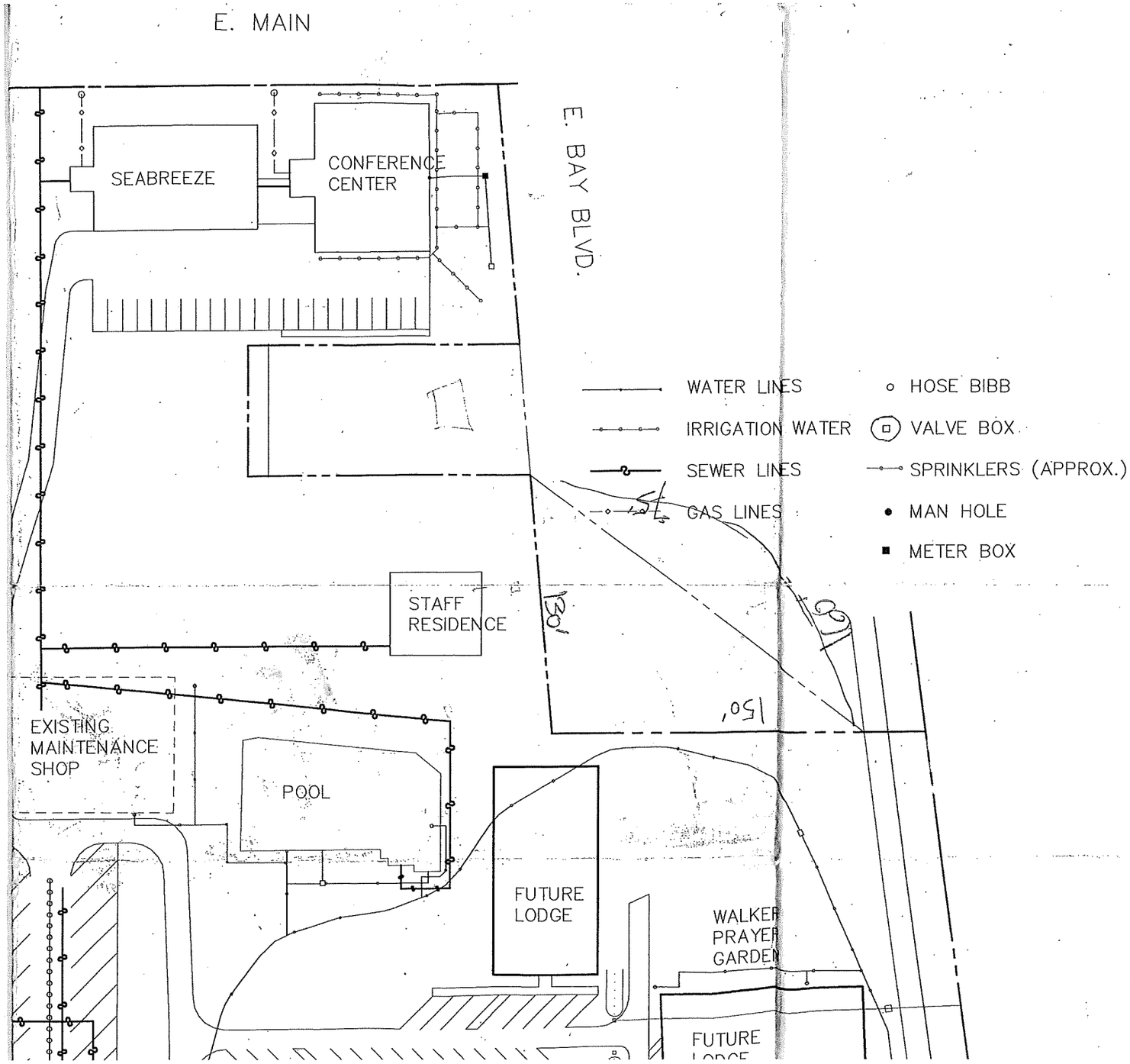
LETTER OF AGREEMENT

Texas Baptist Encampment is requesting to install and maintain bollards, for aesthetic and security purposes, along the perimeter of the City of Palacios-owned lot at the northeast side of the Encampment property and just in front of the house at 203 East Bay Blvd.

1. Texas Baptist Encampment will pay for and perform all work related to installing the bollards.
2. Texas Baptist Encampment will perform a "Dig Test" prior to any digging.
3. Approximately 40 bollards will be installed on the perimeter of the city lot and parallel alongside East Bay Blvd, the adjacent public street.
4. If at any point, the City of Palacios or Texas Baptist Encampment would prefer to remove the bollards from this lot, then it may do so and the agreement can end.
5. This Letter of Agreement would not violate or affect any other agreements between the City of Palacios and Texas Baptist Encampment, including the existing agreement which outlines the use and maintenance of the East Bay Blvd and South Bay Blvd seawall roadway easement.

_____ _____

City of Palacios official | Texas Baptist Encampment official


E. MAIN
E. BAY BLVD.
SEABREEZE
CONFERENCE CENTER
WATER LINES
IRRIGATION WATER
SEWER LINES
GAS LINES
HOSE BIBB
VALVE BOX
SPRINKLERS (APPROX.)
MAN HOLE
METER BOX
STAFF RESIDENCE
EXISTING MAINTENANCE SHOP
POOL
FUTURE LODGE
WALKER PRAYER GARDEN
FUTURE
150'
130'
160'

Application for Appointment to Board or Commission

Personal Information Application Date: 02/23/18

Name: Robert L. Garrett

Mailing Address: 510 South Bay

Primary Phone: 979-532-0797 Secondary Phone: _____

Email: rlgarrett@hotmail.com

Business Information (if retired or unemployed, write N/A)

Profession: _____

Business Name: _____

Business Address: _____

For which Board or Commission are you applying:

✓ **Airport**

____**Parks & Recreation**

____**Planning & Zoning Commission**

____**Zoning Board of Adjustments**

____**Housing Authority Commission**

Have you served on a City-appointed Board or Commission before? If so, which ones and for how long?

Airport

Planning & Zoning

Why are you interested in serving on this board or commission?

to develop the airport

What will make you a good board or commission member? List any special knowledge, skill set, education and experience.

PLEASE READ CAREFULLY: I understand that there are requirements for making public any conflicts of interest I may have in service with this board or commission. I understand that in compliance with Chapter 552, Vernon's Texas Codes Annotated, (Open Records Law), information provided on this application may be available to the public upon request and will be kept on file for at least two years. I understand that the board I am applying for has attendance requirements and I may be subject to removal for excessive absences

Signature Robert J Garrett **Date** 2/23/18

Please return application to:

Clissa Mills, City Secretary
P.O. Box 845 (311 Henderson)
Palacios, 7X 77465

Phone: 361-972-3605
Fax: 361-972-6555
Email: cmills@cityofpalacios.org

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

CITY OF PALACIOS
CITY COUNCIL REGULAR MEETING MINUTES
February 13, 2018

REGULAR COUNCIL MEETING

CALL TO ORDER – Mayor Glen Smith at 7:00 p.m.
INVOCATION – Councilmember Erdelt
PLEDGE OF ALLEGIANCE – Councilmember Tran
PLEDGE TO TEXAS FLAG – Councilmember Tran
PLEDGE TO PALACIOS FLAG – Councilmember Tran

COUNCILMEMBER ABSENT: Judy Chavez
CITY STAFF PRESENT: David Kocurek, Chief Miles, Tammy McDonald, Clissa Mills

VISITOR / CITIZEN FORUM- Joe Pena Jr. spoke about the Police Dept in regards to an assault that happened to him. Rick Clause addressed drinking water issues and two dogs that are unrestrained. Patricia Loving also has concerns about two dogs running loose. She said she will have a flyer about the Palacios Community Organization at the next council meeting. Chip Woolfe explained that he would like to hear more information about streets/drainage in Palacios and the operating budget for the pavilion in the City Manager report.

PRESENTATIONS Mike Ferdinand presented the MCEDC Director's report regarding the visit to China. He indicated that he is already seeing responses from the trip and thanked the Mayor for going.

ADMINISTRATIVE REPORTS

1. Palacios Pavilion Project- David Kocurek stated they are in the process of pouring concrete and working on the air conditioning, electrical, and plumbing. The project should be complete by the end of March 2018. The policy for the Pavilion is posted on the City of Palacios website. The Pavilion Committee is to help manage the operations of the Pavilion until a part time employee is hired.
2. May 5, 2018 Election – David Kocurek stated that the deadline for accepting applications to file for a place on the ballot is February 16, 2018 at 5pm. City Hall will stay open until 5pm on Friday, February 16, 2018.
3. 2018 City of Palacios Calendars – David Kocurek stated that we still have 2018 city calendars available for $25.00.
4. Chamber Annual Banquet – February 15, 2018 - David Kocurek stated that the city will have a table for this event and to see the City Secretary for tickets. He also stated the guest speaker is Jim McInvale.
5. Matagorda Bay Birdfest – David Kocurek gave details regarding the event that will take place this weekend in Palacios.
6. Lunar New Year – Councilmember Tran gave details about this event that will take place this weekend in Palacios.
7. David Kocurek announced that the Airport Committee needs and appointment for a vacant position.
8. Councilmember Lewis stated that African American Heritage Day celebration is February 17, 2019 at the museum from 2pm – 5 pm,

ITEMS TO BE CONSIDERED

1. Discuss and accept the City Manager's report as of December 31, 2017 as presented by City Manager.
   City Council accepted the City Manager's report.

2. Discuss and consider adopting Resolution 2018-R-2 ordering a General Election to be held May 5, 2018 to elect the position of Mayor and three Council Members, one each for Place 1, Place 2, and Place 6.
   Councilmember Crocker moved to adopt Resolution 2018-R-2 ordering a General Election to be held May 5, 2018 to elect the position of Mayor and three Council Members, one each for Place 1, Place 2, and Place 6.
   Councilmember McGovern seconded
   There was no opposition
   With no opposition, the motion carried.

   EXECUTIVE SESSION 7:36 PM

   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)
   a. Economic Development Corporation Board Members Appointments;
   b. Municipal Judge and Interim or Association Judge Review;
   c. City Manager Review
   Deliberation regarding security devices (551.076)
   Discuss economic development negotiations (551.087)

   8:05 pm Executive Session adjourned and move back into regular session.

   ACTION ON EXECUTIVE SESSION
   a. Consulted with Attorney

3. Discuss and consider adopting Resolution 2018-R-3 ordering a Special Election to be held May 5, 2018 for the purpose of submitting suggested changes to the City's Home Rule Charter to the voters.
   City Attorney recommended to remove propositions 1 and 2 from the proposed resolution and renumber accordingly.
   Councilmember McGovern moved to adopt Resolution 2018-R-3 ordering a Special Election to be held May 5, 2018 for the purpose of submitting suggested changes to the City's Home Rule Charter to the voters.
   Councilmember Lewis seconded
   There was no opposition
   With no opposition, the motion carried.

4. Discuss and consider action to approve the First Financial bank depository agreement as presented by Tammy McDonald.
   Councilmember Tran motioned to approve the First Financial bank depository agreement
   Councilmember McGovern seconded
   There was no opposition
   With no opposition, the motion carried.

5. Discuss and consider adopting Resolution 2018-R-4 approving submission of the application for a Technology upgrade grant for Chief of Police, David Miles.
   Councilmember Crocker moved to adopt Resolution 2018-R-4 approving the submission of the application for a Technology upgrade grant
   Councilmember Tran seconded
   There was no opposition
   With no opposition, the motion carried.

6. Discuss and consider action to approve authorized users, Tammy McDonald and Clissa Mills for Texas Emergency Services Retirement System (TESRS) and allow Mayor Glen Smith to sign the two confidentiality and information access agreements.
   Councilmember Tran motioned to approve the authorized users, Tammy McDonald and Clissa Mills for Texas Emergency Services Retirement System (TESRS) and allow Mayor Glen Smith to sign the two confidentiality and information access agreements.
   Councilmember Lewis seconded
   There was no opposition
   With no opposition, the motion carried.

7. Discuss and acknowledge the Racial Profile Report presented by Police Chief David Miles.
   Councilmember McGovern motioned to approve the Racial Profile Report
   Councilmember Erdelt seconded
   There was no opposition
   With no opposition, the motion carried.

8. Discuss and acknowledge the 2017 Annual Report from the Planning and Zoning Committee presented by Patricia Loving
   Mayor Glen Smith motioned to approve the 2017 Annual Report from the Planning and Zoning Committee
   Councilmember Tran seconded
   There was no opposition
   With no opposition, the motion carried.

9. Discuss and consider action to approve the following consent agenda items:
   a) Minutes of the January 23, 2018 Regular Council Meeting
   b) Excuse the absence of Glen Smith, Judy Chavez, and Andy Erdelt on January 23, 2018 Regular Council Meeting
   Councilmember Lewis motioned to approve the Regular Council Meeting minutes for January 23, 2018 and to excuse Mayor Glen Smith and Councilmembers Chavez and Erdelt absences on January 23, 2018 meeting
   Councilmember McGovern seconded
   There was no opposition
   With no opposition, the motion carried

ADJOURN
Councilmember McGovern motioned to adjourn the meeting at 8:16 PM
Councilmember Tran seconded
There was no opposition
With no opposition, the motion carried.

_____
Glen Smith, Mayor

_____
Clissa Mills, City Secretary