



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
 MARCH 27, 2018**

Notice is hereby given of a Regular Council Meeting of the Palacios City Council to be held March 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:

WORKSHOP – 6:30 P.M.

FISCAL YEAR 2016-2017 AUDIT – BAKER, STOGNER & ASSOCIATES

REGULAR COUNCIL MEETING

CALL TO ORDER

INVOCATION – Councilmember Tran

PLEDGE OF ALLEGIANCE – Councilmember Crocker

PLEDGE TO TEXAS FLAG – Councilmember Crocker

PLEDGE TO PALACIOS FLAG – Councilmember Crocker

VISITOR / CITIZEN FORUM

ADMINISTRATIVE REPORTS

1. Planning and Zoning Committee needs appointment for vacant position
2. Election – April 5th is the last day to register to vote, Early Voting begins April 23
3. City Manager's Report as of February 28, 2018
4. Report - Tax Note expenditures for Pavilion

ITEMS TO BE CONSIDERED

1. Discuss and consider accepting the 2016-2017 Fiscal Year Audit .

2. Discuss and consider adopting Resolution 2018-R-7 approving submission of the grant application for the Local Border Security Program to the Office of the Governor, Criminal Justice Division.
3. Discuss and consider approval of the amended Interlocal Agreement for Joint Election Services between the City of Palacios and Palacios ISD for the election on May 5, 2018.
4. Discuss and consider action to approve the following consent agenda items:
 - a) Minutes of the March 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 March 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 March 23, 2018.



Clissa Mills, City Secretary

City Manager's
MONTHLY REPORT
February 2018

HURICANE HARVEY

- City Staff completed project worksheets and submitted for FEMA Debris Removal reimbursements.
- Staff is completing FEMA documentation for damages and reimbursement requests.
- Monitoring CDBG DR program for possible projects for the City.

UTILITIES

- Contractor is complete with repairs to 2nd street, 10th street, Hwy 35, and started repairing WWTP lift station; 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.

AIRPORT

- Met with TxDOT Aviation Department for Palacios Airport Improvements to repair Runway 13-31, taxiways, and terminal apron; Grant documents have been signed.
- Attending the TXDOT Aviation Conference March 27-29 in Galveston.

PAVILION

- Contractor is 90% complete
- Working on completing the work in the GLO CMP grant; plazas, picnic shelters, and wetland creation.

POLICE

- Calls for Service 545
- Citations 38; Warnings 74
- Chief submitted a Criminal Justice Grant for new in-car video systems to replace existing outdated systems and two new vehicles; no match required.
- Received \$44,500 in forfeiture funds

FIRE

- Responded to one house fire and RV trailers on Main street.
- Fire Department is collecting donations for new Fire Station.

ADMINISTRATION

- Grant documents have been executed for the Recycle Center Expansion Project Grant from HGAC.
- Grant documents have been executed 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

City of Palacios
Tax Note, Series 2017

Par Amount	700,000.00
Bond Counsel Fee	8,700.00
Municipal Advisory Fee	350.00
Frost Bank Fee & Cost of Iss	13,300.00
Total Deposit in Project fund	677,650.00

Expenditures paid with Bond Proceeds

Date	Inv # / Descript	Vendor	Amount
2/17/2017	Pay App #15	Charnock & Co	106,289.90
3/17/2017	Pay App #16	Charnock & Co	46,678.20
3/17/2017	Range Hood	Home Depot	854.00
4/13/2017	Inv #27	RPA Inc	620.38
4/13/2017	Inv #28	RPA Inc	2,724.68
4/13/2017	Pay App #17	Charnock & Co	58,025.02
4/13/2017	Reimb Part #14	Palacios Beautification	46,206.84
4/13/2017	Buildersrisk-May	Mat. Co Self Ins	882.00
4/28/2017	2 Fans	Big A** Solutions	12,412.00
5/12/2017	Access Doors	Hallmann Sales	584.83
5/12/2017	Pay App #18	Charnock & Co	105,356.29
5/26/2017	Restrooms	Blakley Special Contract	3,000.00
5/26/2017	Gate Restrooms	Tim Harvey	1,790.76
6/9/2017	Supplies	Ace Hardware	72.76
6/9/2017	Buildersrisk-July	Mat. Co Self Ins	585.00
6/23/2017	14yds sand	Marek Sand	428.00
6/23/2017	Drawing Wind	RPA Inc	1,389.23
6/27/2017	Railings	Ideal Lumber	1,439.11
8/4/2017	Blders Risk Aug- De	Mat. Co. Self Ins	1,467.00
8/18/2017	Temp Fencing	Mastercard	1,305.50
10/27/2017	Construction-Pav.	RPA Inc - Inv # 30	673.05
10/27/2017	Exterior Finishes	Blakley Special Con. Inv #1	16,150.00
11/17/2017	Construction	Blakley Special Con. Inv #2	35,150.00
11/19/2017	Fence	Mastercard	673.72
12/18/2017	Construction	Blakley Special Con. Inv.#3	54,489.38
1/17/2018	Const. Ext	RPA Inc - inv 31 new agrmnt	1,920.38
1/17/2018	Const. Ext	RPA Inc-inv 32 new agrmnt	1,922.62
1/17/2018	Builder's Risk Ext	Mat Co Self Ins Pool	566.00
1/25/2017	Construction	Blakley Special Con. Inv #4	48,925.38
1/31/2018	Flooring	Garage Transformers	7,000.00
2/16/2018	Const. Ext	RPA Inc-inv 33 new agrment	1,922.62
2/28/2018	Construction	Blakley Special Con. Inv.#5	81,369.78
3/16/2018	Construction	RPA Inc Inv #34	825.00
3/16/2018	Sign	W&E BAUM	840.00
3/30/2018	Flooring	Garage Transformers	7,000.00
		Total Expenses to Date	651,539.43
		Remaining Balance Tax note	26,110.57
		County Contribution	50,000.00
		Blakely	56,722.20
		Blakely Retainage	12,430.77
		RPA - New Agreement	5,234.05
		Remaining Funds	1,723.55

RESOLUTION 2018-R-7

WHEREAS, The City of Palacios finds it in the best interest of the citizens of Palacios, TX that the Local Border Security Program be operated for 2018-2019; and

WHEREAS, The City of Palacios agrees to provide the applicable matching funds for the said project as required by the Criminal Justice grant application; and

WHEREAS, The City of Palacios agrees that in the event of loss or misuse of the Criminal Justice Division funds, The City of Palacios assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, The City of Palacios designates the City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The City of Palacios approves submission of the grant application for the Local Border Security Program to the Office of the Governor, Criminal Justice Division.

Passed and Approved this _____ Day of March, 2018

Glen Smith, Mayor

Attest:

Clissa Mills, City Secretary

Grant 3003004

THE STATE OF TEXAS

§

COUNTY OF MATAGORDA

§

§

AMENDED INTERLOCAL AGREEMENT FOR
JOINT ELECTION SERVICES

This Interlocal Agreement (“Agreement”) is made and entered into pursuant to the Interlocal Cooperation Act (Texas Government Code, Title 7, Chapter 791) by and between the City of Palacios, hereinafter referred to as “City”, having its principal place of business at 311 Henderson Street, Palacios, Matagorda County, Texas, 77465, and Palacios Independent School District, hereinafter referred to as “District”, having its principal place of business at 1209 Twelfth Street, Palacios, Matagorda County, Texas 77465.

WITNESS

WHEREAS, the parties will each hold an election on May 5, 2018 to elect members of their respective governing bodies; and

WHEREAS, the boundaries of the City are located entirely within the boundaries of the District so that all eligible voters in the City election will also be eligible voters in the District election; and

WHEREAS, the parties have determined that it is in the public interest of the inhabitants of the City and the District that this contract be made and entered into for the purpose of voter convenience and public economy in connection with the May 5, 2018 election through the sharing of election equipment, costs, election officials, precinct polling locations, and election ballots where appropriate;

NOW THEREFORE, City and District in consideration of the mutual promises and covenants contained in this agreement do agree as follows:

ARTICLE 1. LEGAL AUTHORITY

Each party warrants that it possesses adequate legal authority to enter into this Agreement. The governing body of each party has authorized its respective signatory official(s) to enter into this Agreement and bind each party to the terms of this Agreement and any subsequent amendments thereto.

ARTICLE 2. APPLICABLE LAW

City and District agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, ordinances, and laws in effect or promulgated during the terms of this Agreement.

ARTICLE 3. WHOLE AGREEMENT

This Agreement and attachments as provided herein, if any, constitute the complete agreement between the parties hereto, and supersedes any and all oral and written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Agreement cannot be modified without written consent of the parties.

ARTICLE 4. APPOINTMENT OF ELECTION OFFICER

The City agrees that the Election Officer appointed by the District shall also be the City's Election Officer and is authorized to perform and supervise the duties and responsibilities of the Election Officer for the City election.

ARTICLE 5. DUTIES AND SERVICES OF DISTRICT

The District's Election Officer shall procure and prepare the lists of registered voters, voting booths, and personnel as required to conduct early voting and regular voting. The parties agree that the polling place for both early voting and the regular election shall be the Palacios Independent School District Administration Building.

ARTICLE 6. DUTIES AND SERVICES OF CITY

The City shall pay the lease fees on one Voting Machine for early voting and election day, and shall supply the ballots and supplies needed to conduct early voting and election day voting for the City election. The City shall provide one worker to work on election day if requested by the City.

ARTICLE 7. COSTS OF SERVICE

The City shall pay one-half of all expenses incurred in election day activities on May 5, 2018. Included expenses will be one-half of the pay for election judges, clerks, and the cost of any additional day supplies attributable to the City's election. Should City not require an election for city officers, the City shall not be responsible for any costs for early voting or for the regular election. Should the District not require an election for district officers, the City shall compensate District for all personnel expenses associated with conducting City early voting and regular election voting at the polling site located at the District offices. Alternatively, the City may appoint and use its own election officials and clerks, at its own cost.

ARTICLE 8. CHANGES AND AMENDMENTS

Any alterations, additions, or deletions to the terms of this Agreement which are required by changes in federal and state law or regulations are automatically incorporated into this Agreement without written amendment hereto, and shall become effective on the date designated by such law or regulations.

ARTICLE 9. TERMINATION

Either party reserves the right to cancel or terminate this Agreement upon thirty (30) days written notice by certified mail to the other party, provided that at the time of cancellation the other party still has time to comply with the requirements of the Texas Election Code for conduct of the election.

ARTICLE 10. TERM OF AGREEMENT

The term of this Agreement shall only be for the May 5, 2018 election and any run off elections regarding the City positions.

ARTICLE 11. SEVERABILITY

All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in force and effect.

Effective as of the date of signing of duplicate originals by the parties hereto as follows:

CITY OF PALACIOS

BY: Glen Smith, Mayor

DATE

ATTEST:

David Kocurek, City Manager

PALACIOS INDEPENDENT SCHOOL DISTRICT

BY: Alexandro Flores, Superintendent

DATE

ATTEST:

Judy Marlin, Administrative Assistant



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

CALL TO ORDER – Mayor Glen Smith at 7pm
INVOCATION – Councilmember McGovern
PLEDGE OF ALLEGIANCE – Councilmember Erdelt
PLEDGE TO TEXAS FLAG – Councilmember Erdelt
PLEDGE TO PALACIOS FLAG – Councilmember Erdelt

VISITOR / CITIZEN FORUM – Patricia Loving stated that the Planning and Zoning Committee previously approved the resignation of Robert Turner. She requested an update on the Texas Baptist Encampment and the installation of bollards, and an accounting for the Pavilion project.

PRESENTATIONS

1. Palacios Housing Authority – Jan Hunter said the low rent program at Seacrest apartments is 100% occupied with an extensive waiting list. The Home Choice Voucher program currently assists 69 families each month with their rent payments. Judy Chavez thanked her for doing such a great job.

ADMINISTRATIVE REPORTS

1. Palacios Pavilion Project – David Kocurek said the pavilion is already rented for a family reunion on April 1st. There will be a walk through next week. The new picnic shelters and parking lot are complete. He will have financial information available at the 2nd council meeting in April. Weather information will be available via webcams at rainwise.net.
2. Planning and Zoning Committee needs appointment for vacant position – Vacant position is still available

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.

Councilmember McGovern motioned to approve the proposal for a Utility Collection Company

Councilmember Erdelt seconded

There was no opposition

With no opposition, the motion carried

2. Review and consider action to approve the Application for Appointment to Board or Commission submitted by Jeff Booth for the Zoning Board of Adjustments.
Mayor Smith motioned to approve the application submitted by Jeff Booth to the Zoning Board of Adjustments
Councilmember McGovern seconded
There was no opposition
With no opposition, the motion carried
3. Review and consider action to approve the resignation of Robert Turner from the Planning and Zoning Committee.
Councilmember Crocker motioned to approve the resignation of Robert Turner from the Planning and Zoning Committee
Councilmember Chavez seconded
There was no opposition
With no opposition, the motion carried
4. Discuss and consider approval of Resolution 2017-R-25 which ratifies Council's action on August 8, 2017 awarding administrative services contract to Grant Works for the 2017 Downtown Revitalization Project.
Councilmember Crocker motioned to approve Resolution 2017-R-25
Councilmember Chavez seconded
There was no opposition
With no opposition, the motion carried
5. Discuss and consider approval of Resolution 2017-R-26 which ratifies Council's action on September 12, 2017 awarding engineering services to Urban Engineering for the 2017 Downtown Revitalization Project.
Councilmember Tran motioned to approve Resolution 2017-R-26
Councilmember Crocker seconded
There was no opposition
With no opposition, the motion carried
6. Discuss and consider action to procure administrative services for the 2018 CDBG Community Enhancement Fund (CEF) Program Grant
Councilmember Tran motioned to approve to procure administrative services with Grantworks, Inc. for the 2018 CDBG Community Enhancement Fund (CEF) Program Grant.
Councilmember Chavez seconded
There was no opposition
With no opposition, the motion carried
7. Discuss, consider and adopt resolution to designate authorized signators for the 2017 Downtown Revitalization Program Texas CDBG program contract 7217172.
Mayor Smith motioned to adopt a resolution to designate authorized signators for the 2017 Downtown Revitalization Program
Councilmember McGovern seconded
There was no opposition
With no opposition, the motion carried
8. Discuss, consider and approve a resolution adopting required CDBG Civil Rights policies.

Councilmember Tran motioned to adopt a resolution adopting required CDBG Civil Rights policies

Councilmember Chavez seconded

There was no opposition

With no opposition, the motion carried

9. Proclaim April as Fair Housing Month

Mayor Smith proclaimed April 2018 as Fair Housing Month

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

a) Corrected Minutes of the February 13, 2018 Regular Council Meeting

b) Minutes of the February 27, 2018 Regular Council Meeting

c) Excuse the absences of Councilmembers Tran, Crocker, and Erdelt on February 27, 2018 Regular Council Meeting

Councilmember Erdelt motioned to approve the corrected minutes of the February 13, 2018 regular council meeting, the minutes of the February 27, 2018 council meeting, and excuse the absences of councilmembers Tran, Crocker, and Erdelt at the February 27, 2018 council meeting

Councilmember McGovern seconded

There was no opposition

With no opposition, the motion carried

NO EXECUTIVE SESSION

ADJOURN

Councilmember McGovern motioned to adjourn the meeting at 7:38pm

Councilmember Tran seconded

There was no opposition

With no opposition, the motion carried

Glen Smith, Mayor

Clissa Mills, City Secretary