

**THE CITY OF PALACIOS, TEXAS
REGULAR MEETING MINUTES
May 19, 2022**

REGULAR COUNCIL MEETING

A Regular Meeting was held by the City Council of the City of Palacios on May 19, 2022, at 6:00 p.m., in the Council Chamber, 311 Henderson, Palacios, Texas 77465.

CALL TO ORDER

Mayor Chau called the meeting to order at 6PM.

ATTENDANCE ROLL CALL

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

City Manager, Cynthia Raleigh
City Attorney, Anne Marie Odefey
City Finance Manager, Tammy McDonald
Police Chief, Tobie Bias
Administrative Assistant, Aleigha Galvan
Interim City Secretary, David Holubec

INVOCATION & PLEDGES

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

SWEARING-IN CEREMONY

1. The Oath of Office was administered by the Interim City Secretary, David Holubec to:
 - Mayor – Jim Gardner
 - Council Position 1 – Larry Glenn
 - Council Position 2 – Sharon Trainor

- Council Position 6 – Michael Dotson

LIAISON ROTATIONS

2. Mayor Gardner announced the following Council liaison appointments:
 - a) Mayor Gardner – Airport Committee, Emergency Management
 - b) Councilmember Glenn – Planning and Zoning Committee
 - c) Councilmember Trainor – Zoning Board of Adjustments, Make Palacios Shine Committee
 - d) Councilmember Woolf – Creativity for Change Commission
 - e) Councilmember Lewis – Palacios Housing Authority
 - f) Councilmember Samora – Parks and Recognition, Emergency Management
 - g) Councilmember Dotson – Pavilion Committee, Events and Festivals Commission

All Council liaison appointments were approved by motion. Motion/Second: Woolf / Lewis

VISITOR / CITIZEN FORUM

Any person with city related business may speak to City Council. Speakers must sign in and complete a registration form and give it to the City Secretary no later than 10 minutes prior to the start of the council meeting. All speakers will be limited to (3) three minutes.

Robert H. Borssum, Director of PEDC – Requested to speak when item #7 was brought on the table. Mayor Gardner recognized his request and approved. Item #7 PEDC is about building façade maintenance.

PROCLAMATIONS

Mayor Gardner presented the follow recognition proclamations:

- Small Businesses
- Public Works
- Police Department
- Human Resources Department

PRESENTATION ONLY

- City Manager’s Report – Cynthia Raleigh presented information on many City and department accomplishments and upcoming events that include the following:
 - a) Grant administrator
 - b) Police Department Shooting Range upgrade
 - c) Movement of Park bridges
 - d) Street names update

- e) Hurricane preparedness
 - f) June 7th Hurricane “Tabletop” meeting
 - g) Volunteer Fair – May 21st
 - h) Artisan Meeting – May 25th
 - i) Council Budget Workshop – May 26th
- City Manager’s Recognition – Commissioner Troy Shimek’s assistance with mowing and cleaning.
 - Police Chief, Tobie Bias presented information on an Inter-Local Agreement proposal between the City of Palacios and Matagorda County regarding the City of Palacios 911 dispatch. Matagorda County would take-over the dispatching in Palacios.

CONSENT AGENDA ITEMS

After review by Council, the following Minutes were approved as presented, by motion:

- Minutes from the Special Council Meeting – May 12, 2022.
- Minutes from the Regular City Council Meeting on April 28, 2022.

Motion/Second: Woolf/Lewis. *Vote Unanimous.*

DISCUSSION AND / OR ACTION ITEMS

3. **RESOLUTION - 2022-R-12** - TDHCA Home Improvement Application. Tammy McDonald, Finance Manager presented the Resolution information. This Resolution is part of the process for the City of Palacios to assist low-income residents with improving properties within the City. The Resolution was passed, as presented, by motion. Motion/Second: Dotson/Trainor. *Vote Unanimous.*
4. **RESOLUTION - 2022-R-13** - Downtown Revitalization Grant. The Resolution was presented by Finance Manager, Tammy McDonald. This grant assists small town’s attempts to revitalize areas within a city deemed qualifying. The Resolution was approved, as presented, by motion. Motion/Second: Dotson/Trainor. *Vote Unanimous.*
5. **RESOLUTION – 2022-R-14** - Civil Rights Documents for the Downtown Revitalization Grant. Tammy McDonald, Finance Manager, presented the Resolution. This is a requirement of the grant. The Resolution was approved as presented, by motion. Motion/Second: Trainor/Dotson. *Vote Unanimous.*
6. **RESOLUTION - 2022-R-15** - Drought Contingency / Water Conservation Plan was presented by Darrell Robbins, Public Works, Director. This Resolution puts in place a plan the City will follow during times of drought in our area to assure water is available from City wells. The Resolution was approved as presented, by motion. Motion/Second: Lewis / Samora. *Vote Unanimous.*

7. **Palacios Economic Development Building** - Consider and take action regarding the maintenance recommendations for the front facade of the Palacios Economic Development Corporation building. Leland Singer, PEDC. After much discussion regarding the timing of the renovation and the permitting of the work already started without funding in place, Council agreed to discuss this agenda item further in Executive Session.
8. **Ordinance No. 2022-O-06** - Mid-Year Budget Adjustment. (Second and Final Reading). Jim Gardner, Mayor. After discussion regarding the amendments and the future budget to be set up by department levels, the budget amendments were approved by motion. Motion: Woolf / Lewis. *Vote Unanimous.*
9. **Ordinance No. 2022 – O-7** - Discuss and consider an Ordinance by the City Council of Palacios, Texas for an Ambulatory Care Service Provider. (First Reading). Jim Gardner, Mayor. This Ordinance involves non-emergent care. The first reading was approved by motion. Motion: Woolf / Lewis. *Vote Unanimous.*

EXECUTIVE SESSION (Council entered Executive / Closed Session at 7:18PM)

Called under Section 551.071 of the Texas Government Code under the following sections:

- 551.071(2) To confer with its attorney regarding matters covered by the attorney/client privilege.
- 551.072 To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.
- 551.074 To discuss the appointment, employment, evaluation, responsibilities, and duties, reassignment, discipline, or dismissal of an officer or employee, or to hear a complaint or charge against an officer or employee(s) City Secretary and/or City Treasurer in regard to team re-organization.

RECONVENE OPEN / REGULAR SESSION (Council reconvened at 7:58PM)

As a result of the Executive Session, Council reconvened and made the following decisions by motion:

- A. **Agenda Item #7 - Palacios Economic Development Building** - Council approved by motion to spend the requested \$40,000 (PEDC funds) for the façade renovation. Motion/Second: Dotson / Woolf. *Vote Unanimous.*
- B. **City Secretary** – Council approved, by motion, the recommendation of City Manager, Cynthia Raleigh to appoint David Holubec as City Secretary for the City of Palacios, Texas. Motion: Woolf / Glenn. *Vote Unanimous.*

ADJOURNMENT (Adjourned at 8:02PM)

As there was no further action, Mayor Gardner adjourned the meeting by motion. MOTION & SECOND: Lewis / Dotson. *Vote Unanimous.*

Jim Gardner, MAYOR

ATTEST:

David Holubec, CITY SECRETARY