

THE STATE OF TEXAS           §  
COUNTY OF ANDERSON       §  
CITY OF PALESTINE           §

The City Council of the City of Palestine, Texas convened in a Regular Meeting on Monday, May 22, 2017 at 4:00 p.m. for the Work Session in the City Hall Conference Room, and at 5:30 p.m. for the Regular Meeting in the Council Chambers at City Hall, 504 N. Queen Street, Palestine, Texas, with the following people present:

Mayor Steve Presley; Mayor Pro Tem Doug Smith; Councilmembers Will Brule, Mitchell Jordan, Vickey L. Chivers, Joe Baxter, and Ann Connor; City Manager Mike Alexander, Assistant City Manager Michael Hornes, City Secretary Teresa Herrera, and City Attorney Ronald Stutes.

Other staff present: HR Manager Susie Streb, Public Works Deputy Director Rob Thames, Finance Director Steve Groom, Communications Officer Nate Smith, Public Works Director Tim Perry, Marketing Manager Mary Raum, and PEDC Asst. Director Greg Laudadio.

**WORK SESSION**

With a quorum present, Mayor Presley called the work session to order at 4:00 p.m.

Council discussed amending Policies and Procedures for the operation of the City Council, top ten goals and wishes for next year for City Council, rules of Council versus the work of City Staff, and expectations of City Manager and Assistant City Manager by City Council.

With no other business to come before Council, the work session was adjourned at 5:04 p.m.

**CALL TO ORDER – REGULAR MEETING**

Mayor Presley called the Regular Meeting to order at 5:30 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was given by Robert Haberle, former Jacksonville Mayor, and was followed by Pledge of Allegiance.

**PROPOSED CHANGES OF AGENDA ITEMS**

No action was taken.

**PUBLIC COMMENTS, PUBLIC RECOGNITION, AND ANNOUNCEMENTS**

James Smith addressed Council regarding City Government including chain of command between Council and City employees.

Isaac Wynn addressed Council regarding five minutes time to speak and how a citizen can go about placing an item on the agenda.

Mayor Presley read aloud June 10, 2017, John Manders Day Proclamation.

**ELECTION OF MAYOR PRO TEM**

Councilmember Brule made a motion, seconded by Councilmember Chivers, to appoint Councilmember Doug Smith as Mayor Pro Tem. Upon vote, motion carried unanimously 7-0.

**CONFLICT OF INTEREST DISCLOSURES**

No action was taken.

**MAYOR'S REPORT**

Mayor Presley expressed that he looks forward to working with everyone and he attended first official duty, Chili's Grand Opening Ribbon Cutting.

### **ITEMS FROM COUNCIL**

Councilmember Chivers congratulated the graduating Class of 2017 from Palestine and Westwood ISD.

Mayor Pro Tem Smith encouraged the community to join the United Way, Food Packaging Event on Saturday, June 3rd from 10:00 a.m. to 12:30 p.m. at Palestine Junior High School. 66,000 will be packaged. Also, he provided information regarding Chamber of Chambers' events.

### **CITY MANAGER'S REPORT**

City Manager Alexander informed Council that department directors were present to address questions regarding reports.

Departmental reports for Library, Finance (Monthly Sales Tax, Check Register, Municipal Court, Utility Billing, & Financial Summary), and Police Patrol were provided.

### **CONSENT AGENDA**

- 1) Consider approval of minutes of the Work Session and Regular Meeting of February 27, 2017.
- 2) Consider approval of minutes of the Special Meeting of March 10, 2017.
- 3) Consider approval of minutes of the Work Session and Regular Meeting of March 13, 2017.
- 4) Consider approval of minutes of the Work Session and Regular Meeting of March 27, 2017.
- 5) Consider approval of minutes of the Work Session and Special Meeting of April 3, 2017.
- 6) Consider approval of invoices over \$25,000. Finance Director Steve Groom
- 7) Consider an ordinance establishing a separate accounting fund for 1/8 cent Sales Tax Restricting Use for street repair and maintenance. Finance Director Steve Groom
- 8) Consider approval of land lease with Mr. Jeff Croft for the construction of a hangar at Palestine Municipal Airport. Public Works Director Tim Perry
- 9) Consider acceptance of donation of time and paint by Ms. Dana Mathews to paint the murals on the restrooms at the Visitor Center/Farmers' Market. Community Services Director Patsy Smith
- 10) Consider acceptance of donation by the Palestine Negro Business & Professional Women's Club of crepe Myrtles for beautification of ML Cary. Community Services Director Patsy Smith

Councilmember Brule made a motion, seconded by Councilmember Jordan, to approve Consent Agenda as presented adopting **Ordinance No. O-17-17**. Upon vote, motion carried unanimously 7-0.

### **REGULAR AGENDA**

Consider a Resolution authorizing the appointment of a City Representative to the Anderson County Appraisal Central District Board of Directors.

Mayor Steve Presley informed that the City has an appointed vacant position that needs to be filled. Mayor Pro Tem Smith made a motion, seconded by Councilmember Jordan, to approve **Resolution No. R-13-17**, appointing Vickey L. Chivers to the Anderson County Appraisal Central District Board of Directors. Upon vote, motion carried unanimously 7-0.

Consider annual review, approval, and adoption of Investment Policy.

Finance Director Steve Groom explained that the Investment Policy is required to be reviewed and approved annually. The proposed investment policy conforms to the Texas Government Code's Public Funds Investment Acts. Councilmember Brule made a motion, seconded by Councilmember Jordan, to approve the Investment Policy with changes as presented. Upon vote, motion carried unanimously 7-0.

Consider approval of Phase II of the Downtown Assessment Study.

Asst. PEDC Director Greg Laudadio explained that Phase I was approved and completed. He is now returning to Council to get approval on Phase II which is Visioning and Goals. During this phase KSA will conduct a round-table discussion with all groups/individuals that have an interest and stake in downtown. The cost of this phase is up to \$35,000. Council expressed concerns with the Phase I report that was presented because it was inaccurate. Mayor Pro Tem Smith made a motion, seconded by Councilmember Brule, to postpone until the next regular meeting and have a KSA representative present. Upon vote, motion carried unanimously 7-0.

Consider an Ordinance amending Chapter 2, Article IV, Boards, Committees, Commissions, Division 2, Tourism Advisory Board, by adding Community Assessment Committee.

Marketing Manager Mary Raum explained that the Tourism Advisory Board is working on a Tourism Master Plan and has determined that they would like to have local stakeholders participate on a committee to help through the community assessment portion of the process. Councilmember Chivers made a motion, seconded by Councilmember Jordan, to approve **Ordinance No. O-18-17** as presented. Upon vote, motion carried unanimously 7-0.

Consider approval of Hot Occupancy Tax Application for the 2017 Texas State Archery Association State Outdoor Combined Championships in the amount of \$1,600.

Marketing Manager Mary Raum informed that the Tourism Advisory Board met to review the application by the Texas Archery Center, Inc. The event will take place June 23rd – 25th at the Alex Patel Soccer Complex and will require a minimum one overnight stay. They requested funding for the Texas Archery Center, Inc. for additional advertising costs to offset the cost of direct mail and internet advertising. The project meets the two part test of Hot Funds. Mayor Pro Tem Smith made a motion, seconded by Councilmember Brule, to approve Hot Occupancy Tax Application for the 2017 Texas State Archery Association State Outdoor Combined Championships in the amount of \$1,600. Upon vote, motion carried unanimously 7-0.

Consider a resolution amending Policies and Procedures for the operation of the City Council.

Mayor Steve Presley informed that item was discussed in work session. Discussion was centered on how to shorten the meetings, being more open to the public, and more transparency. No action was taken.

**CLOSED SESSION**

Mayor Presley announced that Council would go into Closed Session pursuant to Section 551.074 regarding personnel matters. The time was 6:42 p.m.

- 1) Discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of Interim Police Chief.
- 2) Discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of Police Department Employees.
- 3) Discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of Emergency Management Coordinator.

**RECONVENE IN REGULAR SESSION**

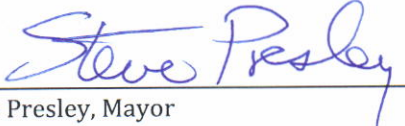
Mayor Presley reconvened Council into open session at 7:11 p.m.

Mayor Presley appointed John Herod to Emergency Management Coordinator per State Law. City Manager Alexander explained that previous EMC resigned and Interim Police Chief John Herod requested to serve as EMC. Lt. Richard Johnson has been appointed as Interim Police Chief.

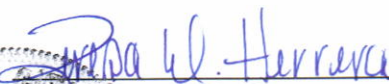
**ADJOURN**

With no other business to come before the Council, the meeting was adjourned at 7:11 p.m.

PASSED AND APPROVED THIS 26TH DAY OF JUNE, 2017.

  
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Steve Presley, Mayor

ATTEST:

  
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Teresa Herrera, City Secretary

