

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, February 9, 2015 at 4:30 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 Therrell Thomas; Mayor Pro Tem Vickey L. Chivers; Councilmembers Adam Harding, Vernon Denmon, Jr., Joseph Thompson, and Doug Smith; City Manager Wendy Ellis, City Secretary Teresa Herrera, and City Attorney Ronald Stutes.

Other staff present: Public Works Director Tim Perry, Utilities Director Robert Sedgwick, Main Street/Communications/Warehouse Manager Laura Westgate, and Interim Finance Director Becky Roseberry.

Councilmember Harding arrived at 4:42 p.m. Councilmember Presley was absent for the work session and regular meeting. A quorum of the City Council was present.

WORK SESSION

Mayor Thomas called the work session to order at 4:30 p.m.

Review and update regarding progress in Finance Department

Interim Finance Director Roseberry provided review and update regarding progress in Finance Department including the following: the Finance Department did not have a director since July 2014, the employees have no sense of urgency, and it's not coming together in the department; 2) all checks are being written out of the general fund and finance is not keeping proper documentation for the checks that are requested. Moving forward finance is required to keep a copy of all backup documentation; 3) pool cash is creating a lot of confusion and it is necessary to set up different checking accounts; 4) auditor should do a mid-year testing instead of waiting to it during the audit process; 5) Incode software is not being used properly by employees due to lack of training. Incode will be brought in to provide training to employees; 6) all department will be trained to input their own requisitions and budgets directly into Incode; and 7) the City has a liability on its accounting books of \$1.2 million in vacation and comp time. Interim Finance Director Roseberry informed Council that the issues can be fixed but it will require that policies be enforced and it would be beneficial to add time clocks for employees. Council directed Staff to make recommendations for improvements in the department.

With no other business to come before the Council, the work session was adjourned at 5:25 p.m.

CALL TO ORDER – REGULAR MEETING

Mayor Thomas called the Regular Meeting to order at 5:31 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was given by Rev. Roy G. Duncan of Antioch Baptist Church, and was followed by Pledge of Allegiance.

PUBLIC COMMENTS, PUBLIC RECOGNITION, AND ANNOUNCEMENTS

Mayor Thomas read aloud proclamations for Black History Month and The Redlands: A Century of History.

CONFLICT OF INTEREST DISCLOSURES

No action was taken.

PUBLIC HEARING

Public Hearing regarding the submission of an application to the Texas Department of Agriculture for a Texas Community Development Block Grant Program (TXCDBG) grant

Public Works Director Perry presented a summary. Mayor Thomas opened the public hearing and asked for anyone speaking for or against the request to do so. With no one speaking, Mayor Thomas closed the public hearing.

Public Hearing establishing a reinvestment zone covering all or some portion of that portion of the Jacob Snively Survey, Abstract 63, designated as Block 862-2 Tract 3, 4B, 5B & 6

Economic Development Director Manskey presented a summary. Mayor Thomas opened the public hearing and asked for anyone speaking for or against the request to do so. With no one speaking, Mayor Thomas closed the public hearing.

MAYOR'S REPORT

Mayor Thomas reported that he participated in a basketball game against the Harlem Ambassadors hosted by the United Way of East/Central Texas. Also, Palestine High School art students displayed their art pieces in the lobby during December and Westwood High School art students displayed their art pieces in the lobby during February. Mayor Thomas will select his favorite art piece and that student will be presented with a plaque at a later meeting.

ITEMS FROM COUNCIL

Councilmember Denmon informed that there would be a meeting on February 27 & 28, to identify the areas that need to be improved. Also, he asked Staff to look into getting a more restrictive ordinance against littering within the City.

Mayor Pro Tem Chivers reported on the following community events:

- Mardi Gras Parade was a great event
- Coffee with a Cop on February 18th, encouraged citizens to attend the event
- Thanked Mayor Thomas for reading the Black History Month Proclamation

Councilmember Harding informed everyone that Wal-Mart will host its 15th Black History Celebration on February 24th at 7:00 p.m. at Wal-Mart.

CITY MANAGER'S REPORT

There were no departmental reports for this meeting. Interim Police Chief Alexander informed the City Council that the Police Department would host a profiling class for the public. The class will allow the residents to see how officers are trained to react to the circumstances they face. The class will be on Saturday, February 21st. Also, the department now has body cameras on the police officers. The cameras will benefit the department and they were purchased through a grant that Lt. Powell put together. Citizens on Patrol will provide additional body cameras for Police CID.

City Manager Ellis informed Council that a Diversity Committee was formed of City Staff and their mission is to provide programs and resources that promotes diversity as a strategic component for the growth of the individual and organizational success of the City of Palestine. To reflect the greater Palestine Community that highlights our demographics, program topics and issues, community involvement, and broader quality of life connections.

CONSENT AGENDA

- 1) Consider an Ordinance calling for the City Officer Election to be held on May 9, 2015 Consider a Resolution approving a Joint Election Agreement with Palestine ISD

Councilmember Harding made a motion, seconded by Councilmember Thompson, to approve the Consent Agenda adopting **Ordinance No. O-05-15** and **Resolution No. R-01-15**. Upon vote, motion carried unanimously.

REGULAR AGENDA

Consider approval of bids for painting the Powdered Activated Carbon Storage Silo

Utilities Director Sedgwick informed Council that the Powdered Activated Carbon Silo needs to be painted to preserve the integrity of the metal. City received three bids for this project. Staff recommends that the bid be awarded to Spectrum Coatings of Latexo because they have an eight year guarantee on the materials and workmanship and the low bidder only has a three year guarantee. Councilmember Denmon made a motion, seconded by Councilmember Smith, to award the bid to Spectrum Coatings of Latexo, TX in the amount of \$16,800. Upon vote, motion carried unanimously.

Consider a Resolution authorizing the submission of a Texas Community Development Block Grant Program application to the Texas Department of Agriculture for the Community Development Fund

Public Works Director Perry informed Council that the City has an opportunity to apply for the Texas Community Development Block Grant Program to improve the drainage issues in the 600 block of Fort Street. Mayor Pro Tem Chivers made a motion, seconded by Councilmember Harding, to adopt **Resolution No. R-02-15**, authorizing the submission of the application to the Texas Department of Agriculture for the Community Development Grant. Upon vote, motion carried unanimously.

Consider an Ordinance establishing a reinvestment zone covering all or some portion of that portion of the Jacob Snively Survey, Abstract 63, designated as Block 862-2 Tract 3, 4B, 5B & 6

Economic Development Director Manskey provided information on the establishment of a reinvestment zone to be located at 1101 N. Cedar Street. The proposed lot for designation will be used for the renovation of the old library to be used as additional office space for Pentecom, LLC. If the zone is established, the estimated value of investment in the area would be over \$200,000 and create approximately 11 new direct jobs. The Palestine Economic Development Corporation Board and Staff recommend that the City of Palestine establish the reinvestment zone being requested. Councilmember Thompson made a motion, seconded by Mayor Pro Tem Chivers, to adopt **Ordinance No. O-06-15** establishing the reinvestment zone. Upon vote, motion carried unanimously.

Consider a Resolution approving an agreement with Pentecom, LLC. for abatement of Ad Valorem Taxes pursuant to Chapter 312 of the Texas Tax Code

Economic Development Director Manskey informed Council that Pentecom, LLC., has plans to purchase the property located at 1101 N. Cedar Street in order to facilitate growth within their organization. The Palestine Economic Development Corporation Board and Staff recommend that the City of Palestine approve a 5 year Tax Abatement Agreement with Pentecom, LLC., in a reinvestment zone. Mayor Pro Tem Chivers made a motion, seconded by Councilmember Smith, to adopt **Resolution No. R-03-15** as presented. The Palestine Economic Development Corporation Board and Staff recommend that the City of Palestine

Consider approval of an Economic Development Grant from the PEDC to Pentecom, LLC., in the amount of \$25,000 to assist with their expansion and renovation of 1101 Cedar Street

Economic Development Director Manskey informed Council that the Palestine Economic Development Corporation Board and Staff recommend that the City of Palestine approve a \$25,000 economic development grant to assist with the creation of these new jobs and the investment into and improvement of 1101 N. Cedar Street. Councilmember Denmon made a motion, seconded by Councilmember Thompson, to approve an Economic Development Grant from the PEDC to Pentecom, LLC., in the amount of \$25,000 to assist with their expansion and renovation of 1101 Cedar Street. Upon vote, motion carried unanimously.


Consider an Ordinance amending the limits of the Commercial Corridor Overlay District for pole signs to include a portion of Old Elkhart Road on the south side of S. Loop 256. Applicable code section, Chapter 40 Development, Section 40.15 Definitions

Development Services Director Lyons provided a summary. Staff is requesting that Council consider amending the Commercial Corridor Overlay District to include a portion of Old Elkhart Road on the south side of S. Loop 256. Specifically, the portion of Old Elkhart Road adjacent to the property where Tractor Supply and Anytime Fitness located. The owner of the multi-tenant building has expressed interest in adding signage to the existing pole sign or removing the pole sign and constructing a new one on this property. Mayor Pro Tem Chivers made a motion, seconded by Councilmember Thompson, to adopt **Ordinance No. O-07-15** as presented. Upon vote, motion carried 5-1 with Councilmember Harding voting nay.

ADJOURN

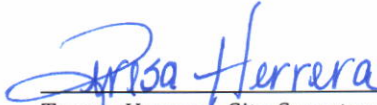
With no other business to come before the Council, the meeting was adjourned at 7:01 p.m.

PASSED AND APPROVED THIS 9TH DAY OF MARCH, 2015.



Therrell Thomas, Mayor

ATTEST:



Teresa Herrera, City Secretary