

**CITY OF INGLESIDE  
MINUTES  
REGULAR CITY COUNCIL MEETING  
JUNE 26, 2018**

**1. Call meeting to order**

The meeting was called to order at 6:31 p.m. with Mayor Ronnie Parker presiding. Council Members present: Mayor Ronnie Parker and Council Members Ben Tucker, Kody Fahrenthold, Oscar Adame, Dennis Knippa, and John Schack. Council Members absent: Council Member Pete Perkins. Staff present: Interim City Manager Florencio Pena, Interim Finance Director Linnette Barker, and City Secretary Kimberly Sampson. There were approximately 35 guests.

**2. Roll Call**

City Secretary Kimberly Sampson stated that Council Member Perkins is not present at the meeting due to him attending a TWIA related meeting in Austin, Texas.

**3. Invocation**

**4. Pledge of Allegiance**

**5. Citizen Comments**

There were no comments from the Public.

**Presentations:**

**6. Request by Mrs. Darlene West for the City Council to consider a freeze on the ad valorem taxes for individuals of age 65 and older.**

Mrs. Darlene West stated she would like to see the City of Ingleside pass the Ordinance that Portland and Aransas Pass have done for those individuals over 65 years of age and older wherein their ad valorem taxes are frozen at a set dollar figure.

Mayor Parker stated that the staff would need to do a study and bring back direction to the Council of how much this could affect the city. Council Members Schack and Adame agreed.

**7. Presentation by the Rockport Warriors United.**

There was no one present from the Rockport Warriors United so this item was removed.

**8. Presentation by Foster Edwards with the San Patricio Economic Development Corporation (SPEDC) providing an overview of their activities and projects.**

Foster Edwards explained that the SPEDC is a 501.C.3 and consists of numerous municipalities, Chamber of Commerce, San Patricio County, Port of Corpus Christi, and a lot of private entities (such as business owners and industry partners). They have 35 Board of Directors and eight (8) Executive Officers. He explained how they development leads are directed to him from the Governor's Office and the even individuals calling their office directly. These are typically kept pretty confidential, even assigned fictitious names. They are current working with about 14 potential developers right now (4 manufacturers, 5 supply services, and 5 housing). What is highly unusual is for an Economic Development office to be promoting housing development. Fortunately this is a growing pain of all of the other development going on in the area. We have so

much other development, the construction and eventually the staff of these companies do not have enough housing in the area to put their families. Housing is an issue across the Coastal Bend area.

**9. Presentation, discussion and possible action regarding and Economic Development Assessment Report prepared by the International Economic Development Council. The assessment was performed in response to a request by the Chamber of Commerce to assist the City in developing an action plan to develop post Hurricane Harvey-disaster economic opportunities.**

As a member of the International Economic Development Council, David Meyers (through a grant by the Economic Development Administration) provided consultant services to cities impacted by Hurricane Harvey. Mr. David Meyers, Executive Director, Ponca City Development Authority, came to the City of Ingleside during the month of May and visited with various community and industrial leaders to assist him in preparing this report. The report provides an overview of the local economy and an action plan to promote the economic development. An overview of the plan was presented by Interim City Manager Florencio Pena.

**Public Hearings:**

N/A

**Action Items:**

**10. Discussion, consideration, and action regarding a request by, LIV at Ingleside, LP for approval of a Resolution of No Objection to utilize low income housing tax credits (LIHTC) for construction of housing project, known as Mission DG Housing Project, to be built on the 10.33 acres located at ABST 185 McDonough Survey and Rosa Teal near the Nystrom Subdivision.**

Mr. David Richardson and Wes Carter were present to explain their ideas and products. Mr. Richardson stated this property is already zoned Multi-family; however, they are currently looking at Modular Duplexes instead of apartments. This approximate 10 acre property would sustain about 52 structures, which is 104 homes. They are proposing doing a Mixed Income Rental wherein a specific percentage (set by the State) of their tenants would be low income (formula prescribed by the State) and the rest could be rented at the market rate. Mr. Carter explained these structures are built to R-1 windstorm standards and a third party Engineer appointed by the State inspects them at the factory. They can build one modular duplex in about 7-10 days.

At this point, they are only asking the City Council to approve a Resolution of Support so they can now go to the State and begin the tax credit process for a mixed income project. This is not binding the City or the developer in any way other than to allow us to start talking with State. They have worked with City staff to confirm there is sufficient water; however, the staff is still looking at the wastewater to see if we will need to build additional lift stations or not.

Council Member Adame made a motion to approve Resolution # 2018-16 of the City Council of the City of Ingleside, Texas supporting Ingleside Housing Partners, LP's Housing Tax Credit Application tot the Texas Department of Housing and Community Affairs; and was seconded by Council Member Schack. The motion was approved unanimously.

**11. Hurricane Harvey Recovery updates**

- a) **Insurance**
- b) **Buildings and Facilities**
- c) **Business Disruption Insurance Reimbursement**
- d) **FEMA Debris Removal**
  - i. **Debris Removal**
  - ii. **Personal Property Debris Removal**
  - iii. **Personal Property Demolition & Debris Removal**

- e) **Status of Grant Requests**
- f) **Fund 19 Fund Report**

City Secretary Kimberly Sampson stated they have submitted eight of the completed projects to the Insurance Adjuster for review. At this time the Adjuster and a few others are scheduled to be in Ingleside in July to re-visit the sites and see what all needs to be re-evaluated.

Shane Torno, the Project Manager with Freese and Nichols, gave an overview of the updates to the various structures and where they are in processing.

Council Member Tucker questioned why the Kayak area at Cove Park hasn't been completed yet and Interim City Manager Florencio Pena stated there were some concerns with the pavement area being washed away. Council Member Tucker stated that those are two separate areas and Mr. Pena stated he will have staff work on the Kayak area.

Council Member Parker questioned where they found asbestos in City Hall. Mr. Torno stated it was found in the ceilings in the office space areas. Mayor Parker suggested the staff look into the asbestos abatement grant.

Eric Rivera of Hanson Services provided an overview of the Library and stated they should meet their target date without delays.

Mr. Pena stated there is no change in the business disruption, we are still pending the funds from FEMA/TDEM, the PPDR is being reviewed by FEMA, and we are not sure we have any PPDDR qualified structures yet. Mr. Pena further went over the 25 Notice of Intent (NOI's) projects that the City Staff has submitted for initial review by TDEM and Rebuild Texas Fund. If they find the initial NOI a sufficient project, then they will allow us to complete a full application.

Interim Finance Director Linnette Barker stated the Harvey Related expenses since the last meeting are \$32,473.28. There were no questions from the Council regarding the expenses.

**12. Approval of plans and specifications for the repair and improvements to City Hall and authorizing the City Manager to advertise for bids.**

Interim City Manager Florencio Pena asked the Council to approve the site plan for the movement of walls. At the previous meeting the engineer stated he would look into putting the restrooms as an extension out the back door; however, that is not a viable option.

Eric Rivera of Hanson Services explained they have only found asbestos in the ceiling so far, but not all areas were tested. As construction progresses is something else is uncovered, it will have to be addressed at that time. Mayor Parker stated the Council has to decide whether to test the areas that are not being moved as well or just leave them alone. Council Member Schack stated if we are not moving a wall, it should not be tested. We should only test the areas we are moving/replacing/repairing.

Mr. Pena stated they are attempting to write the RFP for the contractor to do all of the work under one contract, including the asbestos. What staff needs direction on tonight is the site plan to enlarge the restrooms to be ADA compliant, enhance the utility payment area to be ADA complaint, replace the AC duct work and ceilings on the office area side of the building, and to move the City Manager and City Secretary walls to make room for the ADA compliant rest rooms. Council was no opposed to the site plan presented.

**13. Approval of Task Order with Hanson Professional Services for an amount not to exceed \$150,000 to prepare an Indefinite Delivery/Indefinite Quantity (ID/IQ) bid document, assess and prepare work orders for issuance to ID/IQ contractor. Hanson will prepare work orders which will consist of cover sheet, site maps, quantity and cost sheets, plan sheets with typical cross sections, boring locations, limits of construction and additional information to assist the contractor to understand the scope of work. Funds are available in the Street Maintenance fund to pay for this contract.**

Interim City Manager Florencio Pena stated there is about \$850,000 of funds for street improvements. About \$50,000 is committed for the two-course overlay in the Nystrom Subdivision. This item is to approve the Task Order with Hanson to prepare the RFP.

Council Member Schack made a motion authorizing the Task Order with Hanson Professional Services for an amount not to exceed \$150,000 to prepare an Indefinite Delivery/Indefinite Quantity (ID/IQ) bid document, assess and prepare work orders for issuance to ID/IQ contractor; and was seconded by Council Member Fahrenthold. The motion was approved unanimously.

- 14. Authorize the City Manager to request bids for an Indefinite Delivery/Indefinite Quantity (ID/IQ) contract for a period not to exceed 12 months for the maintenance of streets to include Full Depth Reconstruction Two Course Surface Treatment and/or 2" Hot Mix. This contract is for 12 months and will be utilized to repair streets within our current year budget amount of \$840,000 and for the amount approved for next budget year. A list of the streets proposed for the 2017-2018 year will be presented for consideration after bids are received.**

Interim City Manager Florencio Pena explained this is related to the item # 13 above and Hanson Services will recommend what application is best for the streets approved by the City Council.

Council Member Schack made a motion authorizing the City Manager to request bids for an Indefinite Delivery/Indefinite Quantity (ID/IQ) contract for a period not to exceed 12 months for the maintenance of streets to include Full Depth Reconstruction Two Course Surface Treatment and/or 2" Hot Mix; and was seconded by Council Member Adame. The motion was approved unanimously.

- 15. Approval of an amendment to the contract with Springsted Incorporated to conduct a Classification and Compensation Study for \$25,000. The original Organizational and Operation Assessment was approved June 27, 2017 at \$53,320. This is the next step in the process of an overall review of the Personnel Policies. Funds are available to undertake this project in the amount of \$50,000 in the General Fund.**

City Secretary/HR Director Kimberly Sampson explained that as the staff are finishing up the previous review of the Organizational and Operational Study which included the Job Descriptions; the next step is to use these updated job descriptions and our benefits to compare with the entities around our area and of similar size and growth within the State to see where our compensation and benefit plan compares. This is about a 4-5 month process and the contractor will assist in planning the implementation. This process is to help Ingleside be more competitive with our salaries and benefits. This was budgeted at \$50,000 in the current FY budget; however, the group that has performed the Organizational and Operational Study has agreed to do the Classification and Compensation Study for \$25,000.

Council Member Adame asked if this was a method to remove staff and Ms. Sampson stated no. This is a tool to assist us in staying competitive in order to retain staff.

Council Member Schack made a motion to approve the amendment to the contract with Springsted Incorporated to conduct a Classification and Compensation Study for \$25,000; and was seconded by Council Member Fahrenthold. The motion was approved with Mayor Parker and Council Members Fahrenthold, Adame, Knippa, and Schack voting aye; and Council Member Tucker voting no.

- 16. Consideration of a request by the Mayor to direct the City Manager to develop a new position in the General Fund for an Emergency Management Coordinator.**

Mayor Parker removed this item from the agenda at this time.

- 17. An Ordinance amending the General Fund 2017-18 Budget for the City of Ingleside to provide for additional revenues in the amount of \$746,024, additional expenditures in**

**the amount of \$150,585; the Hurricane Recovery Fund additional revenues in the amount of \$859,256, additional expenditures in the amount of \$886,396; the Utility Fund decrease budgeted revenues in the amount of \$496,296, additional expenditures in the amount of \$62,091. (Single Reading)**

Interim Finance Direction Linnette Barker provided an overview of the amendments being proposed.

Council Member Schack made a motion to approve Ordinance # 2018-07 amending the General Fund 2017-18 Budget for the City of Ingleside to provide for additional revenues in the amount of \$746,024, additional expenditures in the amount of \$150,585; the Hurricane Recovery Fund additional revenues in the amount of \$859,256, additional expenditures in the amount of \$886,396; the Utility Fund decrease budgeted revenues in the amount of \$496,296, additional expenditures in the amount of \$62,091, along with a transfer of \$150,000 from the General Fund to the Utility Fund for the cleaning of the Wastewater Treatment Plant; and was seconded by Council Member Knippa. The motion was approved unanimously.

#### **18. Presentation and action regarding the 2018-19 Budget Calendar.**

Interim City Manager Florencio Pena presented the Budget Calendar to the Council.

Council Member Adame made a motion to approve the 2018-19 Budget Calendar and was seconded by Council Member Schack. The motion was approved unanimously.

#### **Consent Agenda:**

- 19. Consideration and action on an Ordinance # 2018-08 changing the zoning for the following property from its present classification of R-1 (Single Family Residential) to C-2 (General Commercial) and further providing for effective date, readings, severance, and publication: Lt 16, BLK 83 T.P. McCampbell Subdivision. (Final Reading)**
- 20. City's preliminary Financial Reports as of May 31, 2018.**
- 21. Ratification of City of Ingleside expenditures to be paid.**

Council Member Adame made a motion to approve the Consent Agenda and was seconded by Council Member Fahrenthold. The motion was approved unanimously.

#### **Work Sessions:**

N/A

#### **Executive Session:**

- 22. Council may meet in Closed Executive Session in accordance with Texas Government Code Section 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Property), 551.074 (Personnel Matters), and 551.087 (Deliberation Regarding Economic Development Negotiations) regarding the following items:**
  - a) S. Paul Baen vs. City of Ingleside**
  - b) Selection/Search of a Relief/Alternate Municipal Court Judge**
  - c) Selection/Search of City Manager**

Mayor Parker recessed the Regular Meeting to enter into Closed Executives Session at 8:57 p.m.

Mayor Parker re-opened the Regular Meeting at 9:47 p.m.

#### **23. Possible Action regarding any of the Executive Session Items listed above.**

Council Member Schack made a motion to appoint Emily Cramer as the Relief/Alternate Municipal Court Judge and to move \$750.00 from the General Fund Council Contingency Funds to the Municipal Court Budget for additional training; and was seconded by Council Member Knippa. The motion was approved unanimously.

#### 24. Reports from Staff

- Update regarding getting bids for the cleaning of the Wastewater Plant – no update was provided because the Council took action to fund the project during agenda item # 17.


#### 25. Requests from Council Members

- Council Member Schack suggested the staff not demolish the former Little League fields because Council would like to discuss during the budget the re-use of them as Girls Softball fields.
- Mayor Parker requested additional information regarding Speed Bumps so he could better explain to the citizens asking him why we don't have Speed Bumps.
- Mayor Parker questioned where we are on getting AEP to replace the street lights on the AEP poles that have been out since Hurricane Harvey. Staff stated they will forward the list to AEP again.
- Council Member Adame thanked the staff for promoting from within for the Streets/Drainage Supervisor.

#### 26. Adjourn

There being no further business, the meeting was adjourned at 9:57 p.m.

**ATTEST:**

  
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 Kimberly Sampson, City Secretary

**APPROVED:**

  
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 Mayor Ronnie Parker