

**CITY OF INGLESIDE  
MINUTES  
REGULAR CITY COUNCIL MEETING  
JUNE 27, 2017**

**1. Call meeting to order**

The meeting was called to order at 6:34 p.m. with Mayor Luis Lamas presiding. Council Members present: Mayor Luis Lamas and Council Members Ben Tucker, Bill Underbrink, Oscar Adame, Dennis Knippa, Ronnie Parker, and John Schack. Staff present: City Manager Melissa Byrne Vossmer, Finance Director Paul Baen, and City Secretary Kimberly Sampson. There were approximately 35 guests.

**2. Roll Call**

**3. Invocation**

**4. Pledge of Allegiance**

**5. Citizen Comments**

There were no comments from the public.

**Presentations:**

**6. Presentation San Patricio Precinct # 4 County Commissioner Howard Gillespie and discussion of the most recent Legislative Session Analysis and items to be discussed during the Special Legislative Session.**

San Patricio Precinct # 4 County Commissioner Howard Gillespie gave an overview of the Special Legislative Session items that will most like affect the local County, City, and School Districts. He stated he doesn't understand why State Legislatures are trying to tell Local Government how to Govern, when they are so opposed to Federal Government dictating State policies.

**7. Presentation and discussion of the Engineering Report of the proposed 2.0 MGD Wastewater Treatment Plan (WWTP) and Rehabilitation of Existing Facilities Report.**

Naismith/Hanson Engineering Representative John Michael explained that the City is not in imminent danger of full capacity with the current 1.2 MGD wastewater treatment facility. TCEQ requires you to be in the planning stage at 70% capacity, which is where we are at this time. Then at 90% capacity the city must begin construction.

The current "Orbital" facility was originally built in 1985 as an 800,000 gallon per day facility. In 1990 the 1MGD "Race Track" facility was built in anticipation of battleships at Naval Station Ingleside (NSI) with their stronger/harsher waste needs. Then the Navy decided to not bring battleships to NSI and the cost of the Race Track facility was more than the Orbital system and the Race Track system just didn't function as well due to there not being enough waste to circulate accurately. The Race Track has basically been used for a holding area during high rain events to hold the extra waste until it could be cycled through the Orbital system. In 2007 the Orbital system was further upgraded along with the holding area in the Race Track area and TCEQ upgraded our permit to a 1.2 MGD. In 2010 the City looked at the cost to build a new 2 MGD facility versus the cost refurbish the Race Track system. The cost to build a new 2 MGD facility was \$16,469,800 vs. refurbish the Race Track was \$19,939,000; and the yearly operation and maintenance of a new 2 MGD facility was anticipated to be \$254,000 versus the refurbished Race Track was estimated to be \$435,900. Keep in mind, these were 2010 figures, not today's figures. The cost of everything, including the chemicals have increased since that analysis.

**Public Hearings:**

N/A

### **Action Items:**

- 8. Discussion, consideration, and action to appoint a new member and fill the vacancy created by Mrs. Kemps' resignation from the Planning and Zoning Commission for the term to expire December 31, 2017.**

Council Member Underbrink nominated Rosie Olatora and was seconded by Mayor Lamas.

Council Member Knippa asked if another name could be nominated and Mayor Lamas agreed another name could be considered if the vote did not pass.

Rosie Olatora was appointed with Mayor Lamas and Council Members Tucker, Underbrink, Adame, Parker, and Schack voting aye; and Council Member Knippa voting no.

- 9. Discussion, Consideration and action of expanding the number of Bleachers at the new Ballfields and authorizing Staff to execute a Change Order. (Tabled from 6/13/17)**

Parks and Facility Manager Mariana Garcia explained she has met with the Little League President, Mr. David Morgan and he explained that the Regional Tournament requires seating for 500 for the whole complex and the State level requires 1,000 seats for the whole complex. Currently we have 116 at each field for a total of 232 seats. Our current plan was to move the portable seats between N.O. Simmons Park and Live Oak Park for the various events at both parks. This portable seating would allow for the additional seating required during these events.

No motion was made. No action taken.

- 10. Discussion, consideration and action to approve plan and specifications authorize the City Manager to request bids for electrical and lighting improvements.**

Parks and Facility Manager Mariana Garcia stated the current estimate for the electrical and lighting needs at the Live Oak Sports Complex is about \$40,000. Staff is requesting approval of the plan and specification as well authorization for the staff to publish for bids in the event that the cost is more than \$50,000. The funds are already appropriated, this is the action to move forward.

Council Member Adame made a motion to approve the plans and specifications and authorize the City Manager to request bids for electrical and lighting improvements for the Live Oak Sports Complex and was seconded by Council Member Tucker. The motion was approved unanimously.

- 11. Discussion, consideration, and action to approve Change Order # 1 for Miscellaneous Sidewalk Improvements in the amount of \$8,092.20.**

City Manager Melissa Byrne Vossmer explained these are the additional items of sidewalks along 4<sup>th</sup> Street from Big oak to Avenue K and on Avenue B from Amarillo to Waco Street. This Change Order allows for storm line improvements and handrail installation at specific areas.

Mayor Lamas questioned why the sidewalks start/stop at the missing driveway areas along these areas. Mrs. Vossmer explained they were not bid to cross driveways or to connect to additional areas. Mayor Lamas requested the cost to connect these areas at a future agenda.

Council Member Underbrink made a motion to approve Change Order # 1 for Miscellaneous Sidewalk Improvements in the amount of \$8,092.20; and was seconded by Council Member Knippa. The motion was approved unanimously.

**12. Discussion, consideration, and action regarding a drainage easement for the Lovers Lane Drainage Project consisting of a 5 foot easement out of Lot 20, Timberline Place, as shown on a map recorded in Volume 10, Page 20, Map Records, San Patricio County, Texas, between the City of Ingleside and the property owners, Gayle and Jerry Goble.**

Mayor Lamas made a motion to approve the drainage easement for the Lovers Lane Drainage Project consisting of a 5 foot easement out of Lot 20, Timberline Place, as shown on a map recorded in Volume 10, Page 20, Map Records, San Patricio County, Texas, between the City of Ingleside and the property owners, Gayle and Jerry Goble and was seconded by Council Member Adame. The motion was approved unanimously.

**13. Discussion, consideration, and action regarding the City's various Capital Improvements Projects, the Impact Fees Analysis, the Utility Rate Analysis, State Highway 200, and review and consideration of engineering task orders and related billings.**

City Manager Melissa Byrne Vossmer stated that the Impact Fee Analysis and the Utility Rate Analysis are both still in process and the Utility Rate workshop is expected for a Special City Council Meeting the first week of July.

Naismith/Hanson Engineering Representative John Michael stated the SH-200 PS&E is expected to be 100% complete by the end of next week (July 7, 2017). Once we have the letter from TxDOT of accepting the 100% PS&E, the final billing can be processed and the last reimbursement can be processed. He also noted that the negotiations with the Coach Emery Bellard Drainage is ongoing and he hopes to be able to bring some easements to Council for review soon.

Mayor Lamas noted that the opening of the Splash Pad was last week and it was very well received!

**14. Discussion, consideration, and action concerning a Resolution of the City of Ingleside approving cooperation with the Cities served by AEP Texas Inc.'s requested approval of an adjustment to its Energy Efficiency Cost Recovery Factors; hiring legal and consulting services to negotiate with the company and director any necessary litigation and appeals; finding that the meeting at which this Resolution is passed is open to the public as required by Law; requiring notice of this Resolution to Legal Counsel.**

City Manager Melissa Byrne Vossmer explained this a similar Resolution recently approved by Council for the Distribution Costs, but his Resolution is for the Energy Efficiency Cost Recovery.

Mayor Lamas made a motion to approve Resolution # 2017-16 of the City of Ingleside approving cooperation with the Cities served by AEP Texas Inc.'s requested approval of an adjustment to its Energy Efficiency Cost Recovery Factors; hiring legal and consulting services to negotiate with the company and director any necessary litigation and appeals; finding that the meeting at which this Resolution is passed is open to the public as required by Law; requiring notice of this Resolution to Legal Counsel: and was seconded by Council Member Schack. The motion was approved unanimously.

**15. Financial Status Report as of April 30, 2017.**

Finance Director Paul Baen provided an overview of the Financial Status as of April 30, 2017 and there were no questions from the Council.

**16. Discussion, consideration, and action to award a Consulting Firm with the contract to perform the City of Ingleside's Operational and Organization Assessment.**

City Secretary/HR Director Kimberly Sampson reminded the Council that this was originally bid to include the Organizational Chart, Job Descriptions, Classification Schedule, and the Salary Survey. When that Proposal was received well above the budgeted funds, the staff requested and was allowed to break this process into two phases with the first being the review of the Organizational Chart and Job Descriptions. At this

point we have received three responses with the lowest proposal at \$53,320 from a company that has an office in Dallas, Texas and the company's team members have municipal backgrounds which we feel is another positive benefit.

This project was originally budgeted at \$50,000 and the expected \$3,320 can be funded from the City Manager's Operational Budget.

Council Member Parker made a motion awarding the Springsted Group the contract to perform the City of Ingleside's Operational and Organization Assessment at the proposed rate not to exceed \$53,320 and was seconded by Council Member Adame. The motion was approved unanimously.

**17. Discussion, consideration, and action concerning Phase 2 of the VFW RV Park Project and direct Staff to develop a 380 Agreement.**

City Manager Melissa Byrne Vossmer explained she has been approached by the Ingleside VFW representative to waive the Impact Fees for their Phase II of the RV Park expansion. The VFW did seek a variation of the RV Rules and Regulations in 2014 and that action was approved, but Impact Fees were not discussed at that time. State law prohibits the waiving of the Impact Fees; however, other costs and fees can be considered with a 380 agreement.

Council Member Schack suggested that any 380 agreement considered for this RV Park would need to be considered with all RV Parks to be fair and equitable.

There was some discussion with any Council Member being a member of the VFW Club not participating in the discussion and/or voting regarding the matter.

Council Member Parker made a motion authorizing the City Manager to work with the VFW with regards to a potential 380 agreement; and was seconded by Council Member Adame. The motion was approved with Mayor Lamas and Council Members Tucker, Adame, Knippa, parker, and Schack voting aye; and Council Member Underbrink abstaining from the vote.

City Attorney Michael Morris stated that the cost of the taxable improvements and the economic impact will be included in the discussions to support the 380 agreement.

**Work Sessions:**

**18. Discussion concerning the City's Office Building at the N.O. Simmons Park.**

City Manager Melissa Byrne Vossmer stated that since her arrival to the City, the office space has been a continuous concern. Without talking to Council first, she began a general discussion with Ingleside Chamber of Commerce (CoC) President Jane Gimler regarding their current location at N.O. Simmons and the potential for them moving to a more easily visible area in order for the Parks staff to move out of City Hall and into what was originally the Parks Office space when N.O. Simmons Park was built. She really didn't think it would take off this fast and thought it would be a discussion over one to two years.

Mrs. Gimler stated that she did begin discussions with her Board of Directors and have been looking at potential locations. Originally there were three options; however, only one is still available due the market moving quickly at this time. The remaining option is within the Bay Vista Center and there are two different areas that could be leased together for a larger space.

Mayor Lamas questioned if the CoC could afford with their current funds or if they needed additional funds. Mrs. Gimler stated the Board has not looked at cost factor yet and were waiting to see if the City Council was interested in them moving. He further asked if they wanted to discuss it now or during the budget process and Mrs. Gimler stated it could be done either way

Mrs. Vossmer reminded the Council that during their Strategic Planning session, one of the items mentioned was a Municipal Complex that may or may not include a CoC space.

Even if they move to a new location now, if/when a new Municipal Complex is built, they could be included in that process.

Council Member Adame agreed the Parks staff needs to be in the Parks facilities and thereby more accessible by the public and the staff can oversee the parks grounds more easily.

Council Member Parker stated before a new Municipal Complex is considered, he feels the Wastewater Treatment facility needs to be addressed.

Mayor Lamas and Council Member Schack suggested this be re-addressed during the budget process.

**19. Discussion and update regarding the potential development of the Dagger Island property located on the South Eastern side of the City Limits near the Live Oak Park and Ingleside Primary School to include the potential development of a Municipal Utility District known as HB 4275.**

Mr. Raymond Wetegrove updated the Council regarding the recently approved HB 4275 to allow for a Municipal Utility District (MUD) with regards to the Dagger Island property. There is currently 26 acres of this property under contract for potential Single Family Residential homes. He noted that even though the State Legislature has approved the MUD, it is still up to the City Council to negotiate the terms and/or allow the project altogether.

**Executive Session:**

**20. The City Council of the City of Ingleside may hold a closed executive session pursuant to Texas Government Code Section 551.071 (Consultations with Attorney) to discuss: (a) MUD District legislation; and (b) Boundary lawsuit against Corpus Christi.**

Mayor Lamas recessed the Regular Meeting to Open the Closed Executive Session at 8:12 p.m.

Mayor Lamas closed the Executive Session and re-opened the regular meeting at 9:33 p.m.

**21. Staff Reports**

City Manager Melissa Byrne Vossmer asked for Council for options for possible Special Council Meeting on Wednesday, July 5, or Thursday, July 6, 2017 regarding the Utility Rate Analysis, Finance Polies, and to award the contracts for the TWDB application process. Council Members stated they will check their scheduled and get back to her.

**22. Requests from Council Members**

There were no requests from Council Members.


**23. Adjourn**

There being no further business, the meeting was adjourned at 9:36 p.m.

**ATTEST:**

**APPROVED:**

  
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Kimberly Sampson, City Secretary

  
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Mayor Luis Lamas

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**CITY OF INGLESIDE  
MINUTES  
SPECIAL CITY COUNCIL MEETING  
JULY 5, 2017**

**1. Call meeting to order**

The meeting was called to order at 6:30 p.m. with Mayor Luis Lamas presiding. Council Members present: Mayor Luis Lamas and Council Members Ben Tucker, Bill Underbrink, Oscar Adame, Dennis Knippa, Ronnie Parker, and John Schack. Staff present: City Manager Melissa Byrne Vossmer, Finance Director Paul Baen, and City Secretary Kimberly Sampson.

**2. Roll Call**

**3. Presentation and Discussion of the Utility Rates Analysis.**

Naismith/Hanson Engineering Representative Melanie Gavlik explained that other than pass through increases from the SPMWD, there have been no utility rate increases since 2008 which was an increase of \$3.07 to the base rate only. She provided a comparison of the City of Ingleside's rates to Corpus Christi, Ingleside on the Bay, Portland, Rockport, Port Aransas, Gregory, Taft, Aransas Pass, Sinton, Odem, and Mathis. We are currently number four as the lowest combined rates with Odem, Mathis, and Sinton having the lowest rates.

Options currently being considered for this presentation and the potential combined increase are:

- Option 1 – \$4.05 Base Model
- Option 2 – \$7.58 Base Model with a 20% Deprecation and without debt service and transfer from General Fund into the Utility Fund
- Option 3 - \$14.62 Base Model without Transfer from General Fund into the Utility Fund

It was also noted this does not include any pass through increases from the SPMWD.

Council Member Parker requested the staff to look into moving more of the expense to the high end users by possibly shifting about 50% of the increase to the base rate and about 50% of the increase to high volume users. City Manager Melissa Byrne Vossmer stated one concern with that analysis is if we have a very wet year and therefore low volume usage, the costs of the system may exceed the revenues.

Council Member Underbrink asked what part of this is for the new Wastewater Treatment Facility and the staff stated this is for current operational expenses, not the future facility. Council Member Parker stated that new facility is going to have to be done with bonds.

Staff will work with the new suggestion and bring back to Council for consideration.

**4. Discussion, consideration, and action regarding a Resolution authorizing the submittal of an application with the Texas Water Development Board and the hiring of Bond Council, Financial Advisor, and Engineer firms to assist with the Application to the Texas Water Development Board CWSRF program for a new 2.0 mgd treatment plant.**

Finance Director Paul Baen explained the RFP process and recommended the awarding of the Financial Advisor to Samco Capital Markets, Inc, Engineer Services to Hanson Professional Services Inc., and the Bond Counsel to Norton Rose Fulbright.

Council Member Parker made a motion to approve Resolution # 2017-17 authorizing the submittal of an application with the Texas Water Development Board and the hiring of Bond Council, Financial Advisor, and Engineer firms to assist with the Application to the Texas Water Development Board CWSRF program for a new 2.0 mgd treatment plant with the recommendations by Finance Director Paul Baen and was seconded by Council Member Schack. The motion was approved with Mayor Lamas and Council Members