

**CITY OF INGLESIDE
MINUTES
REGULAR CITY COUNCIL MEETING
FEBRUARY 13, 2018**

1. Call meeting to order

The meeting was called to order at 6:33 p.m. with Mayor Luis Lamas presiding. Council Members present: Mayor Luis Lamas and Council Members Ben Tucker, Oscar Adame (arriving at 7:35 p.m.), Dennis Knippa, Ronnie Parker, and John Schack. Council Members absent: Council Member Bill Underbrink. Staff present: City Manager Melissa Byrne Vossmer, Finance Director Paul Baen, and City Secretary Kimberly Sampson. There were approximately 50 guests.

2. Roll Call

3. Invocation

4. Pledge of Allegiance

5. Citizen Comments

President of United Methodist Women's Club at Ingleside United Methodist Church, Ms. Susan Otterpool presented Library Director Belinda Casanova a pin of recognition for her assistance as liaison between the City and Church's that were helping to disseminate the donated items to the public during the recovery efforts of Hurricane Harvey.

Presentations:

6. Presentation of materials presented by San Patricio County Appraisal District Chief Appraiser, Robert Cenci, and Asst. Chief Appraiser, Shirley Madej RPA, CTA, regarding the planned approach for the collection of property valuation data for the 2018 appraisal process and the impact of Hurricane Harvey on that process and data.

San Patricio County Appraisal District Chief Appraiser, Robert Cenci, and Asst. Chief Appraiser, Shirley Madej RPA, CTA explained that their Board of Directors has tasks them with attending as many public meetings as they can to get the word out to the public of how the Appraisal District is trying to make adjustments to their property values as of 1/1/18. The taxes for 2018 are for the value of your property as of January 1, 2018. They assume the damages done during Hurricane Harvey are being made and therefore most people won't see a change in their values. However, if there was major damage is that is not expected to be repaired, that is where the adjustment may need to be made. They have used their new mobile apps to survey the properties right after Hurricane Harvey and they are trying to make another sweep of the affected area now. They have sent out mail to all property owners with a deadline of March 1, 2018 for the public to respond with any changes in property value. The responses can made via the internet, regular mail, app on your phone, fax, or email. If a structure is demolished, it needs to be removed from the improvements listing. The deadlines for protest will not change.

7. Presentation from Andrew G. Hawkins, AIA Working with Rebuild Texas and Texas A&M.

Texas A&M Department of Architecture Instructor, Andrew G. Hawkins, AIA stated that Rebuild Texas approached him about assisting the City of Ingleside with a new City Hall concept that could include other departments such as Police, Court, etc. There is about 2.5 months left in this semester and his 19 Senior Students will be working to provide various conceptual options. There is no cost to the City for this services, other than the staff's time to work with these students. He did a walk through today and there may be some future

Skype meetings, and requests for information. Whether the City uses one or more of these concepts in the future, it is a tool as you move forward.

Public Hearings:

Item 8 was pulled from the agenda at the request of the applicant.

- 8. A Public Hearing of an application filed by Paul Fairbrook to re-plat the following property; Lots 5-R and 6-R, Homeacres Subdivision, City of Ingleside, San Patricio County Texas.**
- 9. A Public Hearing of an excavation application filed by Dennis Knippa for the property located at LT LTS 1 and 2, Blk 82 McCampbell Subdivision also known as 3369 Avenue A.**

Mayor Lamas opened the Public Hearing at 6:57 p.m.

There were no speakers for or against this application.

Mayor Lamas closed the Public Hearing at 6:57 p.m.

Action Items:

Item 10 was pulled from the agenda at the request of the applicant.

- 10. Discussion, consideration, and action of an application filed by Paul Fairbrook to re-plat the following property; Lots 5-R and 6-R, Homeacres Subdivision, City of Ingleside, San Patricio County Texas.**
- 11. Discussion, consideration, and action of an excavation application filed by Dennis Knippa for the property located at LT LTS 1 and 2, Blk 82 McCampbell Subdivision also known as 3369 Avenue A.**

Council Member Schack made a motion to approve the excavation application filed by Dennis Knippa for the property located at LT LTS 1 and 2, Blk 82 McCampbell Subdivision also known as 3369 Avenue A; and was seconded by Mayor Lamas. The motion was approved with Mayor Lamas and Council Members Tucker, Underbrink, and Schack voting aye; and Council Members Knippa and Parker abstaining from the vote.

Item 24 was moved up on the agenda for the Attorney to report and return back to San Antonio.

- 24. Consideration and action of an Ordinance repealing the old Employee Policy and Procedure Manual and replacing it with a revised Employee Policy and Procedure Manual; providing for severability; providing for a repealer and setting an effective date.**

City Secretary Kimberly Sampson explained the major differences between the old and new proposed policies and then went over the items needing clarification from Council.

Council Member Adame arrived at 7:35 p.m.

There was discussion between the Council Members, Staff, and City Attorney Attorney Frank Garza, as well as input from Debra Sanders, Cindy Wilson, Howard Gillespie, and David Elwell.

Mayor Lamas made a motion to keep the Holiday Hours as being calculated in the worked hours for the determination of overtime. The motion died for a lack of a second.

Council Member Parker made a motion to remove the Holiday Hours from the calculation of worked hours for the determination of overtime and was seconded by Council Member Underbrink. The motion was approved with Council Members Tucker, Underbrink, Adame, Knippa, Parker, and Schack voting aye; Mayor Lamas voting no.

Council Member Underbrink made a motion to not allow handguns at all except by licensed Police Officers. The motion died for a lack of a second.

Council Member Parker made a motion change the proposed policy of Hand Guns by removing the requirement for the City Manager to approve, but still requiring the CHL and insurance; and the motion was seconded by Council Member Knippa. The motion did not pass with Council Members Knippa and Parker voting aye; and Mayor Lamas and Council Members Tucker, Underbrink, Adame, and Schack voting no.

Council Member Parker made a motion to add a points system to the application process and provide preferential points to veterans during the application process; and was seconded by Council Member Knippa. The motion was approved unanimously.

Mayor Lamas made a motion to pass to a second reading the Ordinance repealing the old Employee Policy and Procedure Manual and replacing it with a revised Employee Policy and Procedure Manual; providing for severability; providing for a repealer and setting an effective date, all with the amendments noted above; and was seconded by Council Member Underbrink. The motion was approved unanimously.

12. Discussion, consideration, and action to reduce the balance due for a payoff of a Demolition Lien on the property located at 3040 Main Street by Crediting the Accrued Interest.

Building Official Carey Dietrich explained that the property has a demolition lean from 2002; there were payments on the lien bringing the principle down from \$2,193 to \$1,719.29. Then in 2003 the payments stopped. Currently there is principle of \$ 1719.29 plus interest to date of \$5,943.22 plus a \$26.00 release of lien fee, for a total of \$7,688.51 due to the City of Ingleside.

Council Member Parker stated that although he understood the 10% interest fee is high, its there to encourage quick pay-off. He also noted that the property values from 2002 to now have increased drastically and therefore this property owner will be making money on the sale of the property.

Council Member Parker made a motion to deny the reduction of funds owed to the City and was seconded by Council Member Underbrink. The motion was not approved with Council Members Underbrink, Parker, and Schack voting aye; and Mayor Lamas and Council Members Tucker, Adame, and Knippa voting no.

Mayor Lamas made a motion to reduce the fee to only the principal of \$1719.29 plus the \$26.00 fee. The motion died for a lack of a second.

Council Member Tucker stated the investment level that Mr. Rene Contreras has planned for this location is about a half a million dollars. Mayor Lamas stated that improvements are good the community and the tax base.

Council Member Underbrink made a motion to reduce the interest from \$5,943.22 down to \$3,000 plus the principle of \$1,719.29 plus the \$26.00 filing fee, for a total of \$4,745.29; and was seconded by Council member Adame. The motion was approved unanimously.

13. Discussion, consideration, and action to allow Mr. Brandon Martinez to host his wedding reception at Live Oak Park with alcohol at the event.

Mr. Brandon Martinez did not attend the meeting. No action was taken.

14. Discussion, consideration, and action regarding Bid Tabulation and Award Recommendation on Avenue B Outfall Project.

Hanson Services Engineer Craig Thompson explained this is part of the 2015 Bond Project and provided an overview of all of the areas of town affected by this project. The original estimate for the project was \$3.7M and we received three bids with the 4 additive alternates; JE Construction Services at \$3,486,159.41, Jimmy Evans Company at \$4,539,874.00, and Winters Construction, Inc. at \$2,884,939.00. Winters Constructions is out of San Antonio and has experience in local Gulf Coast area. Mr. Thompson listed off some of the local area

projects performed by Winters Construction. This is one project, one RFP, one contract, one completed project.

Council Member Underbrink made a motion to award the Avenue B Outfall Project to Winters Constructions, Inc. for \$2,884,939.00; and was seconded by Council Member Adame. The motion was approved unanimously.

15. Discussion, consideration, and action regarding the City of Ingleside Water Conservation Plan.

City Manager Melissa Byrne Vossmer explained this still has be approved by the Regional Water Development Board, the TCEQ, and the State Water Development Board.

Council Member Adame made a motion to approve the City of Ingleside Water Conservation Plan and was seconded by Council Member Schack. The motion was approved unanimously.

16. Discussion, consideration, and action of the Interlocal Agreement between San Patricio County and the City of Ingleside for street and/or parking repairs.

Public Works Director Donald Paty stated this a renewal of last year's agreement and they would complete the streets approved last but weren't completed due to Hurricane Harvey. Then any new streets would be brought back to Council for review and approval.

Council Member Adame made a motion authorizing the Interlocal Agreement between San Patricio County and the City of Ingleside for street and/or parking repairs; and was seconded by Council Member Parker. The motion was approved unanimously.

17. Discussion, consideration, and action regarding the fate of the Depot building currently located on the Faith Park property adjacent to the City of Ingleside Annexation Building.

Building Official Carey Dietrich explained that the Depot building has not been maintained and has been slowly deteriorating over the years. The historical value was lost when the depot was moved from its original spot and moved to Corpus Christi. Since it has been brought back to Ingleside it has sat near City Hall and been used for Chamber of Commerce staff and then storage. There have been inquiries over the years from citizens wanting to purchase the building. Various Councils have considered moving it and refurbishing it; however, the estimated costs were high and the Councils at the different times did not take action.

Council Member Underbrink made a motion authorizing the staff to seek bids with the mandate that the building would have to be moved within 90-days of approval; and was seconded by Council Member Tucker. The motion was approved unanimously.

18. Discussion, consideration, and action for approval of reallocating CIP money to purchase new lights at N.O. Simmons Park.

Parks and Facilities Maintenance Manager Mariana Garcia explained during the review of all of the lights at N.O. Simmons Park there are several issues; some are the ballast going bad and others are low light. She has talked with Musco Lighting, who did the lights for the IISD contractor, and they feel they can use the poles around the Skate Park, but poles around the Multi-Purpose field are not tall enough and need to be replaced, as well as new poles needed to be added in the darker areas of the park.

Finance Director Paul Baen went over the various 2015, 2016, and 2017 bonds issues and funding options for this project.

Council Member Parker stated he wanted more quotes than from Buy Board providers and Mayor Lamas agreed.

Council Member Knippa suggested we change the lights out in stages and reuse some of the poles. Council member Adame explained that some of the old ballasts are an issue and the older lights cost more to run than the newer LED lights. It's less expense in the long run to contract at one time and do them all.

Council Underbrink made a motion to table until additional quotes could be brought forward and was seconded by Council Member Tucker. The motion was approved unanimously.

19. Discussion, consideration, and action regarding the City's Investment Policy Statement, Authorized Broker/Dealer List, and Portfolio Strategy Plan.

Finance Director Paul Baen stated that agenda items 19-23 are a direct result of the Finance Committee meeting last week. These are all suggestions from the Finance Committee consisting of Mayor Lamas, Council Members Adame and Parker as well as himself and City Manager Melissa Byrne Vossmer.

Council Member Parker made a motion to approve the Investment Policies, the Broker List and Strategies as per the Finance Committee suggestions and was seconded by Council Member Underbrink. The motion was approved unanimously.

20. Discussion, consideration, and action to close certain bank and texpool accounts by combining these accounts within the pooled cash accounts.

Finance Director Paul Baen explained that since the City has converted to a Pool Cash system for almost two years, there is not a need for as many TexPool accounts.

Council Member Tucker made a motion to approve Resolution # 2018-03 of the City Council of the City of Ingleside, Texas to close bank accounts by combining with Pooled Cash Bank accounts; and was seconded by Council Member Adame. The motion was approved unanimously.

21. Discussion, consideration, and action regarding the one-time authorization to exclude the \$1.3 Million Fund transferred for the Hurricane Emergency Expense from the calculation of the 25% operating reserve of the General Fund as of September 30, 2017.

Council Member Underbrink made a motion to approve Resolution # 2018-04 of the City Council of the City of Ingleside, Texas authorizing the one-time Emergency Transfer made for Hurricane Harvey to be excluded from the calculation of the General Fund's undesignated fund balance goal of 25% of the City's prior year's audited General Fund Expenditures; and was seconded by Council Member Schack. The motion was approved unanimously.

22. Discussion, consideration, and action regarding an Ordinance and Resolution to increase the requirement for advance approval by the City Manager for any purchase of \$500 or more to \$2,000.

Council Member Parker made a motion to pass to a second reading the Ordinance amending the Financial Controls and Policies for advance approval by the City Manager for any purchases of \$500 or more to \$2,000 or more; and was seconded by Council Member Schack. The motion was approved unanimously.

23. Discussion, consideration, and action regarding the unfunded pension liability of \$1.5 Million.

Council Member Parker stated he could so reason why the City is expending 6.75% interest on the approximate \$1.5M of unfunded pension which would cost the City \$3.7M if paid over 27 years.

Council Member Parker made a motion to pay the unfunded pension liability of \$1.5 Million; and was seconded by Council Member Schack. The motion was approved unanimously.

25. Discussion, consideration, and action of Change Order to the SERVEPRO Contract for Mold Remediation of the Library to include Mold Remediation at the at the Humble Center and the Cleaning/HEPA and Vacuum of Contents of City Hall in Preparation of Moving to Storage.

City Manager Melissa Byrne Vossmer explained this Change Order would allow that as the contractor completes the work on the Library Department they could continue their work on the Humble Recreational Facility and then City Hall without having to incur additional redeployment fees.

Council Member Parker made a motion authorizing the Change Order to allow that as the contractor completes the work on the Library Department they could continue their work on the Humble Recreational Facility and then City Hall without having to incur additional redeployment fees; and was seconded by Council Member Underbrink. The motion was approved unanimously.

26. Discussion, consideration, and action of Hurricane Harvey Recovery Efforts and Programs it include, but not limited to a) Housing, b) Debris Collection, and c) Harvey Strategic Planning.

City Manager Melissa Byrne Vossmer stated that the donation from Kabota of the Skid Steer Loader and its Grapppler attachment. She also stated there are concerns across the Hurricane Harvey affected getting three quotes for each and everything we do. TDEM is stating we can show proof of emails that we sent to multiple people and posted in numerous places and we still only received less than three quotes. They suggested we ask those not bidding to email us that they aren't participating, but not all will follow through with that. The difficult part is that we do not know if FEMA will accept this documentation in lieu of three or more quotes.

Recovery Specialist Chris Kehl reported that the cleaning by ServePro of the Library should be completed by the end of this week. He stated that did find additional mold in more ceiling areas and he and Council Member Parker reviewed and authorized the removal of that area. The RFP for the repairs of the Library will be prepared as ServePro is complete so it will include all of the renovation items and then it will take about 30 days to get that back to Council for approval.

Mr. Kehl has been working with various entities to get donations for the Live Oak Park Ball Fields. The Corpus Christi Hooks have donated 3 score boards (to include installation). The Rebuild Texas program is meeting February 23, 21018 and we have requested \$100,000 from them. The Ingleside Rotary Club is considering a donation but the dollar figure is unknown. Other entities are still working with staff and we will update as we have other information. He noted that he is working with some groups for donating their time for maintenance of the Pony League Field at Live Oak Park, but that is still within the talking stage.

Council Member Tucker thanked Mr. Kehl for all of his work getting the numerous donations.

27. Discussion, consideration, and action authorizing the staff to renew the employee insurance plan(s) with Texas Municipal League – Intergovernmental Employee Benefits Pool (TML-IEBP).

City Secretary Kimberly Sampson explained that the original quote of a 24% increase was received late on February 1, 2018 and on February 2, 2018 staff requested other plan options to reduce the cost. Those were no received until yesterday, Monday, February 12, 2018. A quick spreadsheet of the seven (7) plan options was prepared; however, the staff have not had time to check the figures and/or consider these options and therefore are not prepared to make a recommendation. At this time the staff is requesting (1) this item be

tabled; and (2) a sub-committee of the Council Members be appointed to work with staff. The final approval is due March 7, 2018 to TML-IEBP and there is still one scheduled Council Meeting in which this action can be taken.

Council Member Parker volunteered to assist the staff with the review process.

Mayor Lamas made a motion to table this agenda item and was seconded by Council Member Tucker. The motion was approved unanimously.

At Council Members requests, items D and E were removed from the Consent Agenda

28. Consent Agenda-All of the following items are considered to be self-explanatory by the City Council and will be enacted with one motion; there will be no separate discussion of these items unless a Council Member requests.

- A) Discussion, consideration, and action of Resolution # 2018-05 of a Special Election to be held on May 5, 2018, for the purpose of election of Council Member Position # 3 for an unexpired on-year term.**
- B) Discussion, consideration, and action of the Contract between the City of Ingleside and San Patricio County Elections Administrator for Election Services for the May 5, 2018.**
- C) Discussion, consideration, and action of a salary increase and mileage stipend for Municipal Court Judge Valarie Glover.**

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

28-D. Discussion, consideration, and action to approve a Contract with Chris Kehl for Recovery Specialist/Liaison Services.

Council Member Parker clarified this is contract position, not an employee of the City and City Manager Melissa Byrne Vossmer agreed. Mayor Lamas questioned who oversees the hours paid and Mrs. Vossmer stated she does. There were questions regarding the number of hours per day expected and Mr. Chris Kehl stated it varies. Some days are 8-9 hours and other days such as tonight's Council Meeting or tomorrow evenings meeting with Musco Lighting after dark are extended days and therefore extended hours.

Council Member Parker made a motion authorizing the Contract with Chris Kehl for Recovery Specialist/Liaison Services; and was seconded by Council Member Schack. The motion was approved unanimously.

28-E. Discussion, consideration, and action of the City Council Minutes dated July 25, August 8, August 15, August 22, August 31, and September 3 of 2017 and January 23, 2018.

Council Member Underbrink stated he had an issue with the minutes being brought forward so long ago because he can't recall what did or did not occur six months ago. City Secretary Kimberly Sampson apologized for the delay in minutes; however the workload since Hurricane Harvey has stretched everyone. The communication shared with Council has indicated that she is coming in on Saturday's to get these minutes caught up in addition to the current set up minutes being provided.

Mayor Lamas made a motion to approve the minutes of the City Council Minutes dated July 25, August 8, August 15, August 22, August 31, and September 3 of 2017 and January 23, 2018; and was seconded by Council Member Parker. The motion was approved unanimously.

Work Sessions:

29. Discussion regarding paving requirements for L-1 zones as requested by Council.

Building Official Carey Dietrich reminded the Council this was brought up at a recent Council Meeting wherein the Council was considering SS1 material or SubSea7 company.

She asked if the Council wanted the Ordinance to promote SS1 or any other type of material in the Ordinance.

Council Member Schack stated the SS1 material is good for certain traffic areas, but not parking lots, etc. There are different materials for different areas depending on the load of traffic and how often. Each company could have different needs.

Council Member Parker suggested the Ordinance continue as it is and any special circumstances be brought to Council for consideration.

Executive Session:

N/A

30. Reports from Staff

Public Works Director Donald Paty provided an overview of the improvements being made to the drainage on San Antonio Street where some development in the 1990's caused flooding of the neighbor's property.

City Manager Melissa Byrne Vossmer announced that the IDC Board of Directors is supportive of staff attending the ICSC Conference May 20-23, 2018 in Vegas and would like to share the cost of sending two staff members. This is the same conference that assisted the City in bringing Taco Bell into the community.

31. Requests from Council Members

Council Member Underbrink asked what could be done with the internet speed to get better quality of video for the public to monitor from home. City Secretary Kimberly Sampson explained that in early January the staff started working with Cable One to get a direct connection and that was installed the end of January. Tonight is the first Council Meeting on the new connection and at least one viewer has already texted staff that it is working great.

Mayor Lamas stated the improvements to Live Oak Park are coming along great; however, he questioned what the staff was going to do about the traffic and requested a future agenda item to discuss.

Council Schack suggested that as the staff look into the Soccer Fields at Live Oak Park, that they include bathrooms.

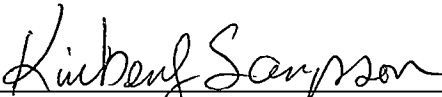
Council Member Knippa requested a future agenda with a representative from Bullet here to explain the benefits of cleaning the bottom of the sewer plant and how that can give us more wastewater capacity.

32. Adjourn

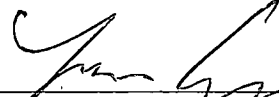
There being no further business, the meeting was adjourned at 10:37 p.m.

ATTEST:

APPROVED:



 Kimberly Sampson, City Secretary



 Mayor Luis Lamas