

**CITY OF INGLESIDE  
MINUTES  
REGULAR CITY COUNCIL MEETING  
NOVEMBER 14, 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. There were approximately 50 guests.

**2. Roll Call**

**3. Invocation**

**4. Pledge of Allegiance**

**5. Citizen Comments**

Mrs. Paula Stone explained as a 20+ year member of the Friends of the Library and a retired School Teacher she recognizes the importance of the library to the public for education, kids programs, computers, and overall quality of life for the public. Both Ingleside and Aransas Pass libraries are still closed and they need to be prioritized for the public.

Mrs. Cindy Wilson provided a letter to the Council requesting the library be moved forward for repairs.

**Presentations:**

N/A

**Public Hearings:**

N/A

**Action Items:**

**6. Discussion, consideration, and action of the FY 2017/2018 contract between the City of Ingleside and the Ingleside Chamber of Commerce for the use of Hotel/Motel Tax Funds.**

Ingleside Chamber of Commerce Chairman John Bowers stated that due to the Hotels not opening yet in Ingleside, there is a concern that the Chamber of Commerce won't be funded. They are requesting the use of Hotel/Motel Tax Fund cash balance be used if necessary for the 1<sup>st</sup> and 2<sup>nd</sup> quarter of FY 2017/18.

Council Member Parker made a motion to use the Hotel/Motel Tax Fund cash balance if necessary for the 1<sup>st</sup> and 2<sup>nd</sup> quarter of FY 2017/18; and was seconded by Council Member Schack.

Council Member Parker amended his motion to approve the FY 2017/2018 contract between the City of Ingleside and the Ingleside Chamber of Commerce for the use of Hotel/Motel Tax Funds; and was seconded by Council Member Schack. The motion was approved unanimously.

**7. Discussion, consideration and action allowing Ingleside Chamber of Commerce to host various events at Cove Park and N.O. Simmons Park to include beer and wine concession, overnight camping by carnival/vendors, and the closure of Avenue J from Hwy 361 to 1<sup>st</sup> Street.**

Ingleside Chamber of Commerce President Jane Gimler explained this is the usual letter requesting the exclusive use of the parks for the various Chamber of Commerce events. Originally we excluded the Renaissance Faire for 2017 due to Hurricane Harvey; however, we have just received contact from the Texas Renaissance Faire Representatives that they would like to assist us.

Texas Renaissance Faire Representatives Bill and Chris Johnston stated that last week their Board met and since they have been attending the Ingleside Renaissance Faire for 19 years they would like to give back to the community and negotiate an agreement for the Ingleside Renaissance Faire to continue this year. These are professional groups that want to give back to this community.

Mayor Lamas stated that although we cannot vote on the use of Live Oak Park tonight because it is not on the agenda as such, the Council welcomes the Chamber to bring it forward in two weeks when they have finished negotiating their agreement.

Council Member Adame made a motion allowing Ingleside Chamber of Commerce to host various events at Cove Park and N.O. Simmons Park to include beer and wine concession, overnight camping by carnival/vendors, and the closure of Avenue J from Hwy 361 to 1<sup>st</sup> Street; and was seconded by Mayor Lamas. The motion was approved unanimously.

**8. Discussion, consideration and action to allow Troup 26 to camp out at Live Oak Park.**

Parks and Facilities Manager Mariana Garcia stated this is the same Troup and type of events that were approved last year. Troup 26 does a great job of working with the staff and taking care of the park while they are there. Individuals working on their Eagle Scout within Troup 26 have built and donated picnic benches for the park and this has been a great working relationship. Staff recommends approval.

Council Member Schack made a motion to approve a one-year use of Live Oak Park to Troup 26 and was seconded by Council Member Adame. The motion was approved unanimously.

**9. Discussion, consideration, and action of a request from Christopher Bohanan who resides at 3571 Vickery Ln. to adjust his water bill due to a broken water line.**

Utilities Billing Manager Isabel Valdez stated that during the recovery efforts of Hurricane Harvey, the staff used estimates to bill the public because we could not get to all of the meters. On October 6, 2017, we were able to read this meter and it provided a high read. Staff looked at the meter and noticed it was slowly moving, we contacted the home owner and they immediately started looking for a leak. It was a slow leak, so it did take a while to locate it. By Ordinance, the City Manager can only adjust the bill for a certain amount and that adjustment was made. At this time, the resident, is requesting further adjustment by the Council. The cost of the water to the SPMWD was \$447.22.

Mr. Christopher Bohanan stated because the meters weren't being read, he didn't know he had an issue. It was questioned what caused the leak and he said although he is not sure, he believes it was a tree root.

Council Member Schack stated he feels the bill can be reduced to cost.

Council Member Underbrink stated he feels the bill should be shared 50/50 with the City.

Council Member Schack made a motion to adjust the bill down to the cost of the water, which is about \$364; and was seconded by Council Member Parker. The motion was approved with Mayor Lamas and Council Members Tucker, Adame, Knippa, Parker, and Schack voting aye; and Council Member Underbrink voting no.

**10. Discussion, consideration, and action to adjust customers' water and sewer bills affected by Hurricane Harvey.**

City Manager Melissa Byrne Vossmer stated there are several addresses that have come forward requesting adjustments to their bill due to Hurricane Harvey. Some of these incidents occurred during the storm and some are related to the debris removal process. We estimate the cost of tonight's figures are about \$3,000; however, others are still coming forward. EMC Shanna Owens stated we have posed the question to FEMA if these are reimbursable funds, but we have not received word back yet.

Mayor Lamas stated he feels this qualifies for part of the \$1.3M the Council has set aside for recovery. Utilities Billing Manager Isabel Valdez explained that some of these residents didn't come back right away so we are just now being notified of the concerns on their property, the estimate provided tonight could easily double.

Council Member Schack stated that although he feels for the public, the residence have to take some responsibility for this too and Council Member Knippa agreed by stating if they didn't notice the leak that's on them.

Council Member Parker made a motion to waive all fees above the average bills for those affected by Hurricane Harvey and Recovery with a cut off of the meters being read at this time; an was seconded by Council Member Underbrink.

Finance Director Paul Baen suggested that a dollar figure be capped and the Council Members disagreed.

Mrs. Cindy Wilson stated that although she has great empathy for those affected, the rest of the public should not be paying for a few peoples leaks. She is concerned that the City is setting a president that could cause further costs.

The motion was approved with Mayor Lamas and Council Members Underbrink, Adame, Knippa, and Parker voting aye; and Council Members Tucker and Schack voting no.

**11. Discussion, consideration, and action of a Resolution changing various fees in Appendix "A" Fee Schedule of the Ingleside Code of Ordinances and in particular those monthly fees charged to users of water services.**

Utilities Billing Manager Isabel Valdez stated this is a straight through increase from SPMWD to the customers, not an increase to the City.

Council Member Tucker made a motion to approve Resolution # 2017-30 changing various fees in Appendix "A" Fee Schedule of the Ingleside Code of Ordinances and in particular those monthly fees charged to users of water services; and was seconded by Council Member Underbrink. The motion was approved unanimously.

**12. Discussion, consideration, and action regarding the FY 2017/2018 Annual Budget for the Ingleside Development Corporation (4-B tax funds).**

Ingleside Development Corporation (IDC) Chairman Steve Diehl stated that during the FY 2017/2018 Budget process, there meetings with the IDC were postponed due to Hurricane Harvey and since that time we have met and would like to make some changes. The original purpose of the IDC from year 2000 has been met and the last three bond payments to the City of Ingleside is being proposed for payment as a one-time lump sum. This frees funds up in future budgets for the IDC to make other choices. Also noted was a duplication of web expenses, and the duplication is being removed. Additionally, due to an AG's opinion, the committee is looking into using the 10% "Promotional" funds for a future sign for the City of Ingleside on the Eastern side of town like we helped with on the West entryway into Ingleside. The newest item being presented is the \$50,000 for a grant line item in which we could assist existing business owners with certain improvements to their property. We are still working on this concept, but we would like to put these funds aside.

Council Member Schack made a motion authorizing the staff to move forward with preparing these budget amendments as presented and the motion was seconded by Council Member Adame. The motion was approved unanimously.

**13. Discussion, consideration and action to authorize a one year extension of the City's depository contract with Frost Bank.**

Finance Director Paul Baen explained that four years ago the City solicited for RFP's for depository services. At that time it was awarded to Frost Bank. It was a two year contract and allowed for two one-year extensions; of which one was extended last year and the staff is recommending the last one-year extension this year. In 2018 the City will be required to solicit for RFP's again. There is no change in fees.

Council Member Adame made a motion authorizing a one year extension of the City's depository contract with Frost Bank; and was seconded by Council Member Underbrink. The motion was approved unanimously.

**14. Discussion, consideration, and action of how to review the draft Personnel Policy and Procedure Manual.**

City Manager Melissa Byrne Vossmer explained that the draft Personnel Policy and Procedure Manual is currently with the Attorney and since this is such a large document, the staff is requesting that a sub-committee be appointed to assist the staff in the final review. This is a very lengthy document with about 150 pages.

Council member Parker nominated himself and Council Members Knippa and Tucker to serve as the sub-committee to review the draft Personnel Policy and Procedure Manual and was seconded by Council Member Shcack. The motion was approved unanimously.

**15. Discussion, consideration, and action of Hurricane Harvey Recovery Efforts and Programs it include, but not limited to a) Housing, b) Debris Collection, c) Staffing, d) Distribution of Donations, and e) Harvey Strategic Planning.**

Recovery Specialist Chris Kehl stated he has been working with the staff and Council Member Parker to monitor the needs of the public regarding debris removal. There have been several drive-arounds and meetings with Crowder Gulf and at this point we are about 50% complete with the removal. At a future meeting, the Council will need to consider setting a date for final debris removal. Other areas being discussed with staff and various groups are: identify a collection area for residents after the last debris pick up; resuming the Republic services heavy collection services; removal of debris from alleyways; a donation from Shell Oil for the use of a Street Sweeper for 30-days; and locating those with additional needs and getting them the assistance they need. Council Member Parker stated at the next meeting we need an agenda item to set a last date for debris to be put at the curbside.

EMC Shanna Owens stated that although FEMA, SBA, and other agencies keep telling us there are unmet needs in our area, they refuse to provide us the name and/or address so we can get assistance to these individuals. She urged Council Members and the Public to notify Dee Redford at City Hall of any unmet needs.

Council Member Tucker thanked Mr. Kehl for getting a Street Sweeper in town. He has been asking for it for five years!

City Manager Melissa Byrne Vossmer reminded the Council of the Strategic Planning meeting scheduled for this Saturday, November 18, 2017 from 2:00-5:00 p.m. Council Member Schack, Parker, and Adame stated they would not be able to make that date and time. Council Member Tucker asked if we could do prior to a future council meeting and Mayor Lamas suggested it be rescheduled.

**Work Sessions:**

**16. Discussion regarding the viability of the City Hall building as Requested by Councilmember Underbrink.**

Council Member Underbrink stated it takes time to prepare for Bond and we need to start now. Council Member Parker stated the City Hall, Police, and other departments are too small and we need to consider a building that meets all the needs. He suggested we take to the voters before spending any funds on an engineer.

Mayor Lamas questioned what should come first. City Manager Melissa Byrne Vossmer stated that typically it is hard for a voter to approve a bond without a general concept in mind of what they are approving. The Council can provide a general idea of what they want in the building, have a citizens committee be part of the process and then the finances be included to help bring a concept together. Once the action is taken to put the bond to the voters, neither the City nor its Council can promote the Bond, it's against State Law. Rebuild Texas is providing some funds to rebuild items such as this, but it won't cover it in totality.

San Patricio County Commissioner Precinct 4, Howard Gillespie stated that IISD attempted a bond election years ago without the concept in place and it failed. They went through the added process of a 20 member citizen committee and the cost of an outside facilitator to prepare everything and the bond passed.

Council Member Tucker questioned if this was one of the items to be discussed at the meeting we cancelled this coming weekend and Mrs. Vossmer stated yes. Council Member Parker stated we should use an Engineer from outside the area. Mayor Lamas suggested a committee not to exceed 25 people.

**17. Discussion concerning a Citizens Collection Center as Requested by Councilman Parker.**

Council Member Parker stated with the TCEQ guidelines, we won't have a citizen's collection center location after the debris collection is finished. He suggested a partnership with the County at their location at TP McCampbell Airport.

Council Members Schack and Adame agreed the location at the Public Works yard is not suitable due to run-off into the water and Homeland Security concerns.

City Manager Melissa Byrne Vossmer stated the public can use the County location at their rates and in the meantime the staff will be considering other options to build a location within the City Limits, other than the Public Works yard.

**Executive Session:**

N/A

**18. Reports from Staff**

City Secretary Kimberly Sampson reminded the Council of the upcoming events the needed to RSVP to attend: November 16, 2017, 5:00 p.m. Boots & Business BBA at the Ortiz Center, and November 30, 2017, 1:00 p.m. Rebuild Texas Regional Meeting. At the Coastal Bend Innovation Center.

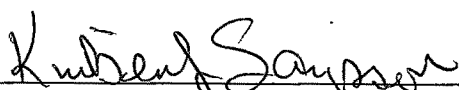
**19. Requests from Council Members**

There were no requests from Council Memngbers


**20. Adjourn**

There being no further business, the meeting was adjourned at 8:45 p.m.

**ATTEST:**

  
Kimberly Sampson, City Secretary

**APPROVED:**

  
Mayor Luis Lamas