

**CITY OF INGLESIDE
MINUTES
REGULAR CITY COUNCIL MEETING
APRIL 24, 2018**

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, Steve Diehl, Oscar Adame, and John Schack. Council Members absent were: Council Member Dennis Knippa and Ronnie Parker. Staff present: Interim City Manager Florencio Pena, Interim Finance Director Linnette Barker, and City Secretary Kimberly Sampson. There were approximately 20 guests.

2. Roll Call

City Secretary Kimberly Sampson stated that Council Member Parker is attending a Rebuild Texas meeting and Council Member Knippa notified he would not be attending tonight.

3. Invocation

4. Pledge of Allegiance

5. Citizen Comments

There were no comments from the public.

Presentations:

N/A

Public Hearings:

N/A

Action Items:

- 6. Discussion, consideration, and action of an Ordinance changing the Zoning for the following property from its present zoning of R-1 (Single Family Residential) and R-3 (Three and Four Family Residential) to M (Multi-Family) and further providing for effective date, reading, severance, and publication: Lt 11 Blk F Burton & Danforth Subdivision. (Final Reading)**

Building Official Carey Dietrich stated that Mr. Tom Mannering requested this agenda item be tabled.

Council Member Diehl made a motion to table the Ordinance changing the Zoning for the following property from its present zoning of R-1 (Single Family Residential) and R-3 (Three and Four Family Residential) to M (Multi-Family) and further providing for effective date, reading, severance, and publication: Lt 11 Blk F Burton & Danforth Subdivision; and was seconded by Council Member Schack. The motion was approved unanimously.

- 7. Approval of a request by the Ingleside Citizens Recycling Committee to partner with the City of Ingleside to hold a recycling event in conjunction with the Tire Round Up to be held on May 12, 2018 at the San Patricio County Citizen Collection Station. There is no cost to the City associated with holding this event in conjunction with the City's Tire Round Up event.**

Theresa Finch and Carly Benton explained they, along with a petition of over 300 signatures, are interested in recycling here in Ingleside. They have reached out to the Corpus Christi Solid Waste Services who have agreed to donate the use of a 30 cubic yard dumpster for Saturday, May 12, 2018 when the City is also doing their Tire Round Up at

the San Patricio County Citizen Collection Station located at the T.P. McCampbell-Porter Airport. They will be accepting donations for the recycled materials to go towards the \$79 per ton fee charged for the items being recycled. The 30 cubic yard dumpster holds about 8 tons, so the maximum cost should be approximately \$632. They are hoping to generate enough interest to hold a quarterly event and eventually to have curbside recycling. They are working with other agencies to assist with the education to the public.

Building Official Carey Dietrich stated that due to the City receiving a Tire Grant, the funds originally budgeted for the Tire Round Up could be used for any shortcomings the donations can't cover for the tonnage.

Council Member Schack made a motion authorizing the Ingleside Citizens Recycling Committee to partner with the City of Ingleside to hold a recycling event in conjunction with the Tire Round Up to be held on May 12, 2018 at the San Patricio County Citizen Collection Station; and was seconded by Council Member Adame. The motion was approved unanimously.

8. 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) **Fund 19 Fund Report**

Interim City Manager Florencio Pena explained this agenda item will be on future agendas to give updates in all of these areas as we move forward.

Mr. Pena introduced the City's insurance broker Belinda Wallace from Victor O'Shinnerer who was present to answer any questions. She also noted that she is currently seeking bids for the City's new policy to be effective May 26, 2018 and that should be available at the May 8, 2018 meeting. The appraisal of the buildings are being reviewed at this time.

Council Member Diehl questioned the wind driven rain exclusion and Ms. Wallace explained that in prior years that exclusion has been in all policies; however, in 2018 some companies are including wind driven rain.

It was noted that the each insurance loss needed to be settled with the Axis prior to funding being considered by FEMA. Council Member Adame thanked Mr. Pena and City Secretary Kimberly Sampson for taking over the insurance claims. Mr. Pena stated that majority of the funds expended to date are related to debris management and therefore goes directly to FEMA for consideration. He believes that the City should see reimbursement within the next two months.

With regards to the Buildings and Facilities Claims, Mr. Pena explained that currently these are two separate lists and that staff will be working to combine this into a single list for future agendas. By having all of the information on one spreadsheet it will be easier to see the progress of the projects. The largest task at this point is to get the cost estimates updated for submittal to Axis. There was some discussion regarding the explanation of wind driven rain and how/why it is not covered to date.

Mr. Pena stated that he has the staff pulling data to support overtime related to Harvey, loss of taxes, permit fees, rental fees, latchkey funds, and water and wastewater revenues. Building Official Carey Dietrich requested Council to consider ending the free permit fees for Harvey related damages and Council Members each supported her to continue using her judgement whether it is Harvey related or not.

Mrs. Dietrich explained the differences between Personal Property Debris Removal (PPDR) and Personal Property Demolition & Debris Removal (PPDDR) and how they are monitored by FEMA and the Corp of Engineers. If approved, the cost share with FEMA is

75/25. This is a very labor intensive process for staff to prepare for review of each property in question.

Interim Finance Director Linnette Barker provided an overview of the Harvey related finances and there were no questions from Council.

- 9. Approval of plans and specifications and authority for the City Manager to request bids for the repair of the City Library. Bids will be received on May 24, 2018 and a recommendation for contractor selection is planned for May 29, 2018. Funding for this project is from Harvey Recovery Fund 19-507-330. A portion of this cost will be reimbursed by our insurance and FEMA. FEMA will pay 75% of the eligible expenses not covered by the insurance. The exact reimbursable amounts will not be available until the entire insurance claim which includes numerous other facilities is agreed upon.**

Interim City Manager Florencio Pena noted that FEMA will pay up to 90% of the repairs not covered by insurance instead of the 75% previously stated. Eric Rivera of Hanson Services stated these plans and specifications include everything known to the staff at this time. There is always a chance when doing repairs, that other items can be found when construction is underway. Mr. Pena explained that the plans has an incentive fee if the work can be concluded in a shorter timeline.

Council Member Schack made a motion approving the plans and specifications and authorizing the City Manager to request bids for the repair of the City Library; and was seconded by Council Member Adame. The motion was approved unanimously.

Library Director Belinda Casanova stated that the Remote Library located at the Chamber of Commerce is active; Mr. Kippy continues to run his programs out of the Health Department; and the Summer Reading program is scheduled to begin June 11, 2018. Staff is excited to get back into the Library and hope that the contractor will allow them to move back into the building while it is under construction.

- 10. Approval of a contract with Servpro in the amount of \$28,345.02 to perform mold remediation for City Hall. City Council authorized Change Order #1 to this contract to remediate contents only and this first phase has been completed. Funding is available in Fund 19 Harvey and FEMA has indicated that 90% of the cost can be reimbursed under their program.**

Council Member Schack made a motion to authoring the staff to move forward with the contract with Servpro in the amount of \$28,345.02 to perform mold remediation for City Hall; and was seconded by Council Member Diehl. The motion was approved unanimously.

- 11. Consideration and action authorizing the Interim City Manager to sign the Sworn Statement in Proof of Loss from Lloyd's of London to receive \$170,000 representing the City's Windstorm Deductible Buy Back claim.**

Council Member Adame made a motion authorizing the Interim City Manager to sign the Sworn Statement in Proof of Loss from Lloyd's of London to receive \$170,000 representing the City's Windstorm Deductible Buy Back claim; and was seconded by Council Member Diehl. The motion was approved unanimously.

- 12. Approval of an Ordinance amending the annual budget for the City of Ingleside, Texas for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017; additional allocation for this fund is a \$933,546 transfer from the General Fund (10) Fund Balance for the Fiscal year 2016-17 to account for the \$2,233,546 Fiscal Year 2016-17 Hurricane Recovery Expenditures; and, directing the City Manager to make necessary entries upon the books and accounts of the City to show the appropriations.**

Interim City Manager Florencio Pena explained this is a housekeeping item for audit purposes. This includes reimbursable funds, but is needed to assist in completing the audit.

Council Member Diehl made a motion to approve Ordinance # 2018-04 amending the annual budget for the City of Ingleside, Texas for the Fiscal Year beginning October 1, 2016 and ending September 30, 2017; additional allocation for this fund is a \$933,546 transfer from the General Fund (10) Fund Balance for the Fiscal year 2016-17 to account for the \$2,233,546 Fiscal Year 2016-17 Hurricane Recovery Expenditures; and, directing the City Manager to make necessary entries upon the books and accounts of the City to show the appropriations: and was seconded by Council Member Schack. The motion was approved unanimously.

- 13. Approval of an Ordinance amending the annual budget for the City of Ingleside, Texas for the Fiscal Year beginning October 1, 2017 and ending September 30, 2018; allocating revenue of this fund in the amount of \$3,395,526, transfer from the General Fund (10) Fund Balance an amount of \$310,000, and to account for the Fiscal Year 2017-18 expense appropriate in the amount of \$3,701,159; and directing the City Manager to make necessary entries upon the books and accounts of the City to show the appropriations.**

Council Member Diehl reminded the Council that not all of the 90% reimbursements are guaranteed, that figure can be reduced for items FEMA deems not reimbursable. The remainder of this FY may be difficult.

Interim Finance Director Linnette Barker stated that she has estimated the revenues very conservatively and the expenses at full budget.

Council Member Schack made a motion to approve Ordinance # 2018-05 amending the annual budget for the City of Ingleside, Texas for the Fiscal Year beginning October 1, 2017 and ending September 30, 2018; allocating revenue of this fund in the amount of \$3,395,526, transfer from the General Fund (10) Fund Balance an amount of \$310,000, and to account for the Fiscal Year 2017-18 expense appropriate in the amount of \$3,701,159; and directing the City Manager to make necessary entries upon the books and accounts of the City to show the appropriations: and was seconded by Council Member Tucker. The motion was approved unanimously.

- 14. Consideration of a request to prepare a Task Order with Hanson Engineering to prepare plans and specifications to repair City Hall.**

Interim City Manager Florencio Pena explained once the mold remediation is completed by ServePro on the City Hall Building, the staff needs a revised estimate and scope of work to be performed on City Hall. We will also add the ADA items into that estimate.

Council Member Diehl made a motion authorizing the Task Order with Hanson Engineering to prepare plans and specifications to repair City Hall; and was seconded by Council Member Schack. The motion was approved unanimously.

- 15. Consideration of a recommendation by the Engineering Selection Committee to select Freese Nichols and Hanson to perform Municipal Engineering duties to include but not limited to site plan reviews, platting, assist with developing bid packets, construction inspection, and project management. Funding is available in the General Fund and Capital Improvement funds.**

Interim City Manager Florencio Pena stated that the Review Committee met and scored the top two companies as Hanson Services and Freese & Nichols. Staff need authorization to enter into contracts and one of the firms could serve as our Project Manager since we don't have the Director of Infrastructure at this point. He has discussed with Freese & Nichols and they are agreeable to a three to six month agreement where they would serve as a Project Manager.

As a member of the Review Committee, Council Member Schack stated he felt Hanson Services was stronger in the Engineer Plans and Freese & Nichols was stronger in Project Management. He also noted there was another firm that was very strong in Park planning and he hopes that will be a project for the near future.

Council Member Diehl questioned if when Freese & Nichols are serving as Project Manager if they would bid on other projects too and Mr. Pena stated no. Council Member Diehl stated he looked forward to seeing the contracts.

Council Member Diehl made a motion to select Hanson Services and Freese & Nichols and authorized the staff to prepare contracts and task orders; and the motion was seconded by Council Member Adame. The motion was approved unanimously.

- 16. Approval of a Resolution of the City of Ingleside, Texas finding that AEP Texas Inc.'s application to amend its Distribution Cost Recovery Factors to increase Distribution Rates within the City should be denied; finding that the City's reasonable Rate Case Expenses shall be reimbursed by the Company; 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 the Company and Legal Counsel.**

Council Member Diehl made a motion to approve Resolution # 2018-08 of the City of Ingleside, Texas finding that AEP Texas Inc.'s application to amend its Distribution Cost Recovery Factors to increase Distribution Rates within the City should be denied; finding that the City's reasonable Rate Case Expenses shall be reimbursed by the Company; 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 the Company and Legal Counsel: and was seconded by Council Member Schack. The motion was approved unanimously.

- 17. Presentation of the City's preliminary Financial Reports as of March 31, 2018.**

Interim Finance Director Linnette Barker presented the City's preliminary Financial Reports as of March 31, 2018 and provided an overview of the Revenues and Expenditures that are currently well over or under budget. The high overtime within the Police Department was questioned and Interim Police Chief Robert Luna explained this is due to not only Hurricane Harvey but also the turnover of staff within the department. Mrs. Barker stated these items will be adjusted during the mid-year review.

- 18. Presentation of the Quarterly Reports from the various departments for the period January through March 2018.**

Council Members Tucker, Schack, and Diehl questioned if the Municipal Court Judge needs an Alternate Judge to provide relief during weekends and when the Judge is unavailable due to training, vacation, or sick. Interim City Manager Florencio Pena stated he would bring to Council as a future agenda item.

- 19. Presentation by Ingleside Development Corporation regarding activities.**

As Chairman of the Ingleside Development Corporation (IDC), Council Member Diehl provided an update to the Council regarding the two grants the IDC Board have approved to two local business. He stated that word is getting out and others are starting to ask questions and picking up applications to submit.

- 20. Consideration to approve a request to move the Regular City Council Meeting of May 22 to either May 15 or May 29.**

Council Member Adame stated he felt the meeting could stay as scheduled and allow the City Secretary to conduct the meeting. Mayor Lamas thanked Interim City Manager Florencio Pena for letting the Council know in advance so they could consider how to proceed.

Council Member Adame made a motion to leave the Regular City Council Meeting of May 22, 2018 as scheduled and was seconded by Council Member Schack. The motion was approved unanimously.

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.)

21. Ratification of City of Ingleside expenditures to be paid.

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

Work Sessions:

N/A

Executive Session:

N/A

22. Reports from Staff

City Secretary Kimberly Sampson stated the \$5M draft EDA Grant for SH-200 and Emory Bellard Drainage Outfall has been provided to Trisha Korbas at EDA for her initial review. She stated this is the first draft to be reviewed and made several suggested changes. This is the first grant of this type where they are trying to envelope both the economic development standards along with emergency resilience standards together and we are trying to word it specifically to meet both needs for the EDA review board. Melanie Gavlick with Hanson Services and Ms. Sampson are now working on those revisions.

Ms. Sampson noted that Early Voting is underway and as of 5:00 p.m. today, the count was at 76. She went over the early voting dates/times/location.

Interim City Manager Florencio Pena provided an update of the meeting with staff, FEMA and COG Representative RJ Thomas. He explained that although the COG cannot assist us with any FEMA work, they will be following up with the City Secretary regarding any new Grant opportunities.

Ms. Sampson stated that due to one of the industry partners in the area completing a large project, there are spaces opening up at the Cove Apartments for those families still trying to move back into Ingleside since Hurricane Harvey.

23. Requests from Council Members

Council Member Adame thank Mr. Pena, Mrs. Owens, and Ms. Sampson for meeting with the COG.

24. Adjourn

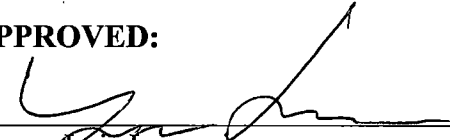
There being no further business, the meeting was adjourned 8:39 p.m.

ATTEST:



Kimberly Sampson, City Secretary

APPROVED:



Mayor Luis Lamas