

**CITY OF INGLESIDE  
MINUTES  
REGULAR CITY COUNCIL MEETING  
JUNE 12, 2018**

**1. Call meeting to order**

The meeting was called to order at 6:30 p.m. with Mayor Ronnie Parker presiding. Council Members present: Mayor Ronnie Parker and Council Members Ben Tucker, Kody Fahrenthold, Oscar Adame, Dennis Knippa, Pete Perkins, and John Schack. 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**

**3. Invocation**

**4. Pledge of Allegiance**

**5. Citizen Comments**

Ingleside Chamber of Commerce President Jane Gimler announced that they Chamber has received the Economic Development International Council report back and it will be forwarded to the Council for their review and she if available if the Council wants to discuss at any point. This is a great tool in certain grants and she is excited to receive feedback form the Council.

**Presentations:**

**6. Accepting donation from Gypsy Motorcycle Club in the amount of \$500.**

Parks and Facilities Manager, Mariana Garcia stated that the Gypsy Motorcycle Club could not attend tonight; however, they have sent a donation of \$500 to the City of Ingleside to be used for Live Oak Park Improvements.

**7. Presentation by Cove Park Developers regarding the establishment of a non-profit 501C 3 Corporation to operate and manage Cove Park Marina/Fishing Station.**

Mr. Chip Harman explained their group "Cove Park Developers" is not a developer group but a 501.C(3) that wants to revitalize Cove Park and help the tourism to this facility grow. By taking this area over to provide a complete make over through grants, it could increase the use of the park and thereby increase sales tax as individuals use the businesses in Ingleside as they come to and from Cove Park. Their taking over of the Cove Park would also reduce the City's staff of having to maintain this area. He provided pictures of the ideas they had for the park and explained the different areas they would like to see improved.

**Public Hearings:**

**8. A Public Hearing regarding an application to rezone .601 acres of land out of Lt 16, BLK 83 T.P. McCampbell Subdivision from is present classification of R-1 (Single Family Residential) to C-2 (General Commercial).**

Mayor Parker opened the Public Hearing at 7:00 p.m.

Mr. Hugo Angel stated he is requesting this rezone in order to build small cottages on this property.

There were no speakers against this request.

Mayor Parker closed the Public Hearing at 7:02 p.m.

**9. A Public Hearing regarding an application to rezone S/PT of Lt 11 BLK 82 McCampbell Subdivision from is present classification of R-1 (Single Family Residential) to L-1 (Light Industrial).**

Withdrawn at applicant's request.

### **Action Items:**

- 10. Consideration and action on an Ordinance 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. (First Reading)**

Building Official Carey Dietrich explained the dimensions of the property. The front section is already zoned C-2 (General Commercial) and the owner is wanting to make it all C-2.

Council Member Schack made a motion to pass to a second reading the Ordinance 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; and was seconded by Council Member Perkins. The motion was approved unanimously.

- 11. Consideration and action on an Ordinance changing the zoning for the following property from its present classification of R-1 (Single Family Residential) to L-1 (Light Industrial) and further providing for effective date, readings, severance, and publication: S/PT of Lt 11 BLK 82 McCampbell Subdivision. (First Reading)**

Withdrawn at applicant's request.

- 12. Consideration and action to approve a Facility Use Agreement with Ingleside Stampede for Live Oak Sports Complex Field 1 and 2 from July 1 to August 31, 2018 during the week from 5:00 p.m. to 9:00 p.m. Monday through Friday and on the weekends as needed.**

Parks and Facilities Manager, Mariana Garcia explained this is an agreement similar to the agreement the City does with the Little League in that the Stampede League would have exclusive use during these specific dates and times. They are still required to file a copy of an Insurance policy showing the City as a covered party.

Council Member Schack made a motion to approve the Facility Use Agreement with Ingleside Stampede for Live Oak Sports Complex Field 1 and 2 from July 1 to August 31, 2018 during the week from 5:00 p.m. to 9:00 p.m. Monday through Friday and on the weekends as needed; and was seconded by Council Member Adame. The motion was approved unanimously.

### **13. 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**

Each Department provided a brief overview of the reports provided in the Council Packet.

Council Members questioned why work was being done within the Library prior to the roof being replaced. Hanson Services Engineer, Eric Rivera explained the work being done within the Library is prep work only at this time. The roof will be replaced prior to work beginning within.

Mr. Rivera stated they are looking into the feasibility of extending the restrooms out the backdoor of the existing City Hall building vs. the cost of decreasing the City Manager and City Secretary's office spaces as well as the break room area in order to make room for the ADA compliant restrooms. We should have the option ready for Council approval at the next Council Meeting in two weeks. During this time we will also be testing for possible asbestos in case mitigation needs to be figured into the bid process. No matter which foot print is approved, due to the duct work having to be removed, the ceilings will also be removed.

Lucas Pagan of H2O stated that the Debris funding is moving from FEMA to TDEM and we should have our reimbursement soon.

Interim Finance Director Linnette Barker provided an overview of the Fund 19 finances. Council Members asked that the City's Personnel Policy and Procedure Manual mirror Portland's P&P to ensure that Emergency OT is reimbursable.

**14. Approval and authorization for the City Manager to publish RFP for Comprehensive Emergency Disaster Recovery Services Contingency Contract(s).**

EMC Shanna Owens explained even once one or more contracts are put into place, this process will be required to be reviewed every two years in order to be in compliance with FEMA guidelines. This will require the contractor to meet with staff and determine the needs prior to the event. Staff will have to be specific as to what equipment, materials, etc. that they need.

Council Member Schack made a motion authorization for the City Manager to publish RFP for Comprehensive Emergency Disaster Recovery Services Contingency Contract(s); and was seconded by Council Member Fahrenthold. The motion was approved unanimously.

**15. Consideration and approval of an application regarding the Personal Property Debris Removal (PPDR) agreement to be sent to FEMA.**

Building Official Carey Dietrich stated this a 90/10 reimbursement grant. The process would take about 30-90 days.

Council Member Adame made a motion approving an application to be signed by the Mayor regarding the Personal Property Debris Removal (PPDR) agreement to be sent to FEMA; and was seconded by Council Member Fahrenthold. The motion was approved unanimously.

**16. Approval and authorization for the City Manager to extend existing Task Oder #1 with H2O from May 31, to June 30 2018.**

Interim City Manager Florencio Pena explained that the first Task Order with H2O is due to expire May 31, 2018. We have been billed \$57,335 to date. Staff is requesting this Task Order be amended to continue until June 30, 2018.

Council Member Schack approved Task Order # 1 with H2O be extended from May 31, to June 30 2018; and was seconded by Council Member Perkins. The motion was approved unanimously.

**17. Approval and authorization for the City Manager to issue Task Order #2 Public Assistance Disaster Recovery Services to H2O partners in the amount to exceed \$60,000 for the period beginning July 1, 2018 to December 31, 2018. This Task Order is governed by the terms and provisions of the Professional Services Agreement with H2O dated December 15, 2017.**

Mayor Parker stated that while he has been attending the various FEMA and TDEM meetings and conferences, he has learned there are programs that offer staff to come to our city and do this same work with no cost to the City. FEMA and TDEM would pay for these individuals and not require us to pay anything upfront at all. Whereas with H2O we have to pay up front and then ask for partial reimbursement and some expenses aren't covered at all.

Interim City Manager Florencio Pena reminded the Council that H2O was the contractor awarded the Disaster Recovery Services Contract in December 2017 for a total not to exceed \$\$600,000. Task Order # 1 was not to exceed \$90,000 and even though we just extended it another 30-days, it currently has expenses of only \$57,335. Task Order # 2 is for the period from July 1, 2018 to December 31, 2018. A majority of the work has been completed and they believe it will only take them an additional three to four months to finish the work. Task Order # 2 is not to exceed \$60,000.

Lucas Pagan and Erin Capps with H2O stated that there have been some changes within the FEMA guidelines that allow for a new "Category Z" that FEMA will reimburse a percentage for non-direct costs. Ms. Capps stated if this Task Order isn't approved, someone else will take over to complete the work we have started. If for some reason you need us later on, we can be reactivated with another Task Order. The Category Z option allows us to go back through our previous bills and reorganize to allow for this reimbursable cost. The City has already paid these invoices, but we can re-word the non-direct costs so they can be resubmitted to FEMA for approval.

Items still remaining are follow up on the existing projects as well as City Hall, Faith Park, etc. Council Member Schack agreed they need to finish up; however, he feels if they are that close to completion, that \$40,000 would be sufficient.

Council Member Schack made a motion authorization for the City Manager to issue Task Order #2 Public Assistance Disaster Recovery Services to H2O partners in the amount not to exceed \$40,000 for the period beginning July 1, 2018 to December 31, 2018; and was seconded by Council Member Adame. The motion was approved with Council Members Tucker, Fahrenthold, Adame, Knippa, and Schack voting aye; and Mayor Parker and Council Member Perkins voting no.

**18. Approval and authorization for the City Manager to issue Task Order #3 Grant Development Services to H2O Partners in the amount not to exceed \$45,000 for the period beginning June 1, 2018 and ending December 30, 2018. This Task Order is governed by the terms and provisions of the Professional Services Agreement with H2O dated December 15, 2017.**

Erin Capps with H2O explained this is part of the original Contract from December 2017. This Task Order would allow H2O to assist the staff with putting together the Notice of Intent (NOI) for each project the City would like to submit to various entities. These NOI's are due no later than August 31, 2018. Once the NOI's are reviewed, TDEM determines if they are eligible projects. If the NOI is deemed eligible, we proceed to a full grant application for completion and eventually compete against the other requested projects.

Interim City Manager Florencio Pena stated that the County's grant writer that they hired for the next six months can assist us to a certain degree, but not as much as H2O. If the NOI's are approved, we will need H2O's assistance in completing the application.

Ms. Capps further explained that these projects need to be in the City and/or County Mitigation Plan; which gains the project additional points. The County and City Mitigation Plans have just been updated and sent to the State for approval. The County's mitigation plan is being reviewed by FEMA right now.

Council Member Adame stated the County's grant writer should be used first in order to reduce costs to the City.

Council Member Schack made a motion authorization for the City Manager to issue Task Order #3 Grant Development Services to H2O Partners in the amount not to exceed \$45,000 for the period beginning June 1, 2018 and ending December 30, 2018; and was seconded by Council Member Fahrenthold. The motion was approved with Mayor Parker and Council Members Tucker, Fahrenthold, Adame, Perkins, and Schack voting aye; and Council Member Knippa voting no.

**19. Approval and authorization for the City Manager to Request for Proposals (RFP) for grant writing services.**

Interim City Manager stated that although H2O can assist us with certain FEMA and TDEM type of grants, there are other grants out there for HUD, CDBG and others. Staff is requesting an RFP for grant writing services in order to assist with other grant programs non-emergency related.

Council Member Schack made a motion authorization the City Manager to Request for Proposals (RFP) for grant writing services; and was seconded by Council Member Perkins. The motion was approved unanimously.

**20. Approval of a Resolution to appoint Mr. James Creek, Certified Fire Inspector #116873 as the City of Ingleside Fire Marshall.**

Council Member Adame made a motion to approve Resolution # 2018-11 appointing Mr. James Creek, Certified Fire Inspector #116873 as the City of Ingleside Fire Marshall; and was seconded by Council Member Knippa. The motion was approved unanimously.

**21. Approval of a contract with Musco Sports Lighting in the amount of \$274,000 to purchase new lighting system for N.O. Simmons Park using Buy Board No. 512-16 and reallocating \$285,000 from the 2016 Tax Note Soccer Field Project to the N.O. Simmons Park Lighting Project. An additional \$11,000 is needed to remove and dispose of the existing poles. Three comparable bids were received. Qualite Sports Lighting provided the lowest bid at \$238,897, however, the spill glare standard offered was unclear and did not appear to provide the least glare onto Hwy 361.**

Parks and Facilities Manager Mariana Garcia stated that Musco Sports Lighting has offered the best lighting product and a 25 year warranty with their bid of \$274,000. It will take about 8-10 weeks to install. These funds are from the 2016 Tax Notes previously scheduled for the Soccer Fields. However, with the City not getting the grant for the Soccer Fields, we do not have the additional funds needed to complete that project. An additional \$11,000 is needed to remove and dispose of the existing poles that Musco will not be using.

Council Member Schack made a motion to authorizing the contract with Musco Sports Lighting in the of \$274,000 and the additional funds of \$11,000 for the removal and disposal of the existing poles for a total of \$285,000 from the 2016 Tax Notes originally scheduled for the Soccer Field Project; and was seconded by Council Member Perkins. The motion was approved with Mayor Parker and Council Members Tucker, Fahrenthold, Adame, Perkins, and Schack voting aye; and Council Member Knippa voting no.

**22. Approval of an addendum to the inter-local agreement between Ingleside Independent School District and the City of Ingleside on the hiring of a School Resource Officer. This addendum clarifies that the items to be paid 50/50 between both entities include salary and benefits for 365 days a year and that any overtime will be paid by the school district.**

Council Member Fahrenthold made a motion approving the addendum to the inter-local agreement between Ingleside Independent School District and the City of Ingleside on the hiring of a School Resource Officer for all salary and benefits for 365 days a year expenses to be paid 50/50 between the City and the School District and the School District to pay for all Overtime expenses; and was seconded by Council Member Adame. The motion was approved unanimously.

**23. Discussion and possible action regarding the Street Committee Recommendation of projects to be built as part of the 2017-2018 Budget.**

Council Member Adame listed off a number of streets he would like to see added to the list of projects. He stated this list of streets don't need infrastructure work done, but they do need drainage work completed prior to work being performed. Council Member Shack suggested that Hanson prepare a cost estimate for the suggested streets and bring back to Council for approval.

Interim City Manager Florencio Pena reminded the Council that there are about \$840,000 of Street Maintenance Tax Funds that need to be spent prior to the May 2019 Election.

Council Member Adame made a motion authorizing the staff to prepare a Task Order with Hanson Services to prepare a cost estimate for the streets needing repairs; and was seconded by Council Member Schack. The motion was approved unanimously.

**24. Discussion, consideration, and action regarding a Resolution to adopt a 2018 Water Conservation Plan prepared by Hanson Engineering.**

Council Member Schack made a motion approving Resolution # 2018-12 to adopt a 2018 Water Conservation Plan prepared by Hanson Engineering; and was seconded by Council Member Adame. The motion was approved unanimously.

**25. Discussion, consideration and action of whether to appoint an Alternate/Relief Judge to assist within the Municipal Court in accordance with Section 4.02.C of the City Charter. This was requested for future discussion at the May 8, 2018 Council Meeting.**

Municipal Court Judge Valarie Glover stated she is requesting the Council consider posting the position in-house first; and if there is no response, then post for the position to the public.

Council Member Adame made a motion allowing Human Resources to post the Alternate/Relief Judge position in-house first and was seconded by Council Member Tucker. The motion was approved unanimously.

**26. Presentation and approval of the Impact Fee proposed update adoption schedule and appointment of the Planning and Zoning Commission as the advisory committee for review of the proposed amendments to the Impact Fee Study.**

Council Member Schack made a motion approving the Impact Fee proposed adoption schedule and appointment of the Planning and Zoning Commission as the advisory committee for review of the proposed amendments to the Impact Fee Study; and was seconded by Council Member Knippa. The motion was approved unanimously.

**27. A Resolution establishing a public hearing to consider the imposition of impact fees for a designated service area, that area being the area within the city limits of the city of Ingleside and it's extraterritorial jurisdiction, preparatory to the imposition of impact fees.**

Council Member Adame made a motion approving Resolution # 2018-13 establishing a public hearing date of July 24, 2018 to consider the imposition of impact fees for a designated service area, that area being the area within the city limits of the city of Ingleside and it's extraterritorial jurisdiction, preparatory to the imposition of impact fees; and was seconded by Council Member Fahrenthold. The motion was approved unanimously.

**28. Approval of Resolution of the City of Ingleside approving cooperation with the cities served by AEP to review AEP TEXAS INC.'S requested approval of an adjustment to its Energy Efficiency Cost Recovery Factor; hiring legal and consulting services to negotiate with the Company and direct 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.**

Council Member Schack made a motion approving Resolution # 2018-14 of the City of Ingleside approving cooperation with the cities served by AEP to review AEP TEXAS INC.'S requested approval of an adjustment to its Energy Efficiency Cost Recovery Factor; hiring legal and consulting services to negotiate with the Company and direct 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 Adame. The motion was approved unanimously.

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

Interim City Manager Florencio Pena provided the FY 2018-2019 Budget Calendar for Council Meetings as well as the staff meetings. If Council Members would like to attend the department's meetings with the Interim Finance Director and Interim City Manager, they are welcome as long as we don't have a quorum or more than one Council Member at any one meeting.

**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.)

- 30. Ratification of City of Ingleside expenditures to be paid.**  
**31. Approval of the minutes of the regular City Council Meeting Minutes of May 15, 22, and 29, 2018.**

Council Member Schack made a motion to approve the Consent Agenda as presented and was seconded by Council Member Perkins. The motion was approved with Mayor Parker and Council Members Tucker, Fahrenthold, Knippa, Perkins, and Schack voting aye; and Council Member Adame voting aye expect to abstain from the May 22 Council Meeting because he was absent.

**Work Sessions:**

N/A

**Executive Session:**

- 32. 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) Application of 380 Agreement with a potential 50 Unit Motel
  - b) Potential Land Acquisition for a future Wastewater Treatment Plant site
  - c) Implications of Impact Fees if continued or revoked
  - d) Update of the Corpus Christi Boundary Dispute
  - e) Selection of City Manager

Mayor Parker recessed the Regular Meeting to enter into Closed Executives Session at 9:18 p.m.

Mayor Parker re-opened the Regular Meeting at 10:07 p.m.

- 33. Possible Action regarding any of the Executive Session Items listed above.**

Council Member Adame made a motion to approve Resolution # 2018-15 approving a Chapter 380 Economic Development Agreement with Bharat Patel and Kirti Patel for the development of a 50 unit motel; and was seconded by Council Member Tucker. The motion was approved unanimously.

- 34. Reports from Staff**

There are CDBG meetings scheduled for June 19<sup>th</sup> in Rockport and in Port Aransas. Council is welcome to attend.

- 35. Requests from Council Members**

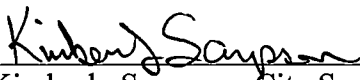
Council Member Adame and Perkins stated they will be attending the TML Annual Conference in October 2018.

Council Member Adame stated he will not be attending the July 10, 2018 Council Meeting due to a conflict of events with his work schedule.

- 36. Adjourn**

There being no further business, the meeting was adjourned at 10:02 p.m.

ATTEST:

  
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 Kimberly Sampson, City Secretary

APPROVED:

  
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 Mayor Ronnie Parker