

**INGRAM CITY COUNCIL AGENDA
NOTICE OF REGULAR MEETING
TUESDAY, FEBRUARY 2, 2021 at 6:00 P.M.
CITY HALL COUNCIL CHAMBERS, 230 HWY 39, INGRAM, TX 78025**

The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting. Please contact the City Secretary's office at 830-367-5115 for further information.

*****Mask or other facial covering and social distancing are required in the council chambers.*****

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **PRAYER:**
4. **CITY EVENTS, ANNOUNCEMENTS AND PROCLAMATIONS:**
5. **VISITORS/CITIZENS FORUM: COMMENT PERIOD-LIMITED TO THREE (3) MINUTES TOTAL:**

Any citizen with business not scheduled on the agenda may speak to the council. Prior to speaking, each speaker must fill out the speaker request form and give it to the City Secretary. Council may not discuss or take any action on an item but may place the issue on a future agenda. The number of speakers will be limited to the first ten speakers speaking on the same subject and each speaker is limited to three minutes.

6. **CONSENT AGENDA:**

All items listed below within the consent agenda are considered to be routine by City Council and will be enacted with one motion. There will be no separate discussion of items unless the Mayor or council member so requests, in which event the item will be removed from the general order of business and considered in its normal sequence.

Minutes from City Council Regular Meetings held on January 19, 2021 & Workshop held on January 25, 2021.

7. **CONSIDERATION AND POSSIBLE ACTION ON BUSINESS ITEMS:** The following items are for discussion, consideration and possible action.

Discussion and action Ordering Special Election on May 1, 2021 for the purpose of electing Mayor for unexpired term. (Mayor Kathy Rider)

Discusión y acción Ordenar Elección Especial para el 1 de mayo de 2021 eligiendo al Alcalde por un período no vencido.

8. **ORDINANCES AND RESOLUTIONS:**

9. STAFF REPORTS:

10. INFORMATION AND DISCUSSION: Bill Pay Register

11. WORKSHOPS: Workshop held January 25, 2021 & next Workshop will be held on February 8, 2021.

12. CLOSED SESSION: City Council will recess its open meeting and reconvene in Closed Session:
a) Pursuant to Texas Government Code Section 551.071(1) – for consultation with the City Attorney regarding pending or contemplated litigation and 551.071(2) to receive legal advice regarding a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code, to include the following matters:

12A. Third party engineers report from LOC Consultants on wastewater system.

12B. Discuss legal impact and liability related to disclosure of attorney/client privileged information, confidential information and handling of city records by city officials and staff.

13. OPEN SESSION: The City Council will reconvene into Regular Session upon conclusion of the Closed Session and may recall any item posted for Closed Session for action, as necessary.

14. ADJOURNMENT:

AGENDA NOTICES:

Executive Sessions Authorized: The City Council for the City of Ingram reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

Closed Sessions Authorized: This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Closed Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of the other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. The individual members will not engage in any discussion or deliberation on any matters presented by the agenda.

POSTED THIS 29th day of January 2021, at 3:00 p.m. on the bulletin board located on the exterior wall of the Police Department's Office and on the bulletin board inside City Hall.

Agenda approved for publication by Stephanie Breckenridge, City Secretary: _____

**INGRAM CITY COUNCIL
MINUTES OF REGULAR MEETING
ON TUESDAY, JANUARY 19, 2021**

1. **CALL TO ORDER:** 6:01 p.m.
2. **ROLL CALL:** All present
3. **PRAYER** by Bill Ragsdale
4. **CITY EVENTS, ANNOUNCEMENTS AND PROCLAMATIONS:** None
5. **VISITORS/CITIZENS FORUM: COMMENT PERIOD-LIMITED TO THREE (3) MINUTES TOTAL:**

Any citizen with business not scheduled on the agenda may speak to the council. Prior to speaking, each speaker must fill out the speaker request form and give it to the City Secretary. Council may not discuss or take any action on an item but may place the issue on a future agenda. The number of speakers will be limited to the first ten speakers speaking on the same subject and each speaker is limited to three minutes. Ed Vlasek, Washington St. addressed the council regarding alley cleaning between Washington Street & Junction Highway.

6. **CONSENT AGENDA:**

All items listed below within the consent agenda are considered to be routine by City Council and will be enacted with one motion. There will be no separate discussion of items unless the Mayor or council member so requests, in which event the item will be removed from the general order of business and considered in its normal sequence.

Minutes from City Council Regular Meetings held on January 5, 2021 & Minutes from Workshop held on Monday, January 11, 2021. Claud Jordan made a motion to approve minutes from City Council Regular Meetings held on January 5, 2021 & Minutes from Workshop held on Monday, January 11, 2021. John Cantwell seconded and the motion carried 5 to 0 votes.

7. **CONSIDERATION AND POSSIBLE ACTION ON BUSINESS ITEMS:** The following items are for discussion, consideration and possible action.
 - 7A. Discussion and action regarding proposed subdivision on Hilltop Drive. Claud Jordan made a motion to postpone discussion at the next workshop. David Britton Jr. seconded and the motion carried 5 to 0 votes.
 - 7B. Discussion and action on building permit for property located at 134 Cypress Falls Drive. No action taken.
 - 7C. Discussion and action quarterly payment to Hill Country Arts Foundation in the amount of \$2,000. John Cantwell made a motion to approve quarterly payment to Hill Country Arts Foundation in the amount of \$2,000. David Britton Jr. seconded and the motion carried 5 to 0 votes.

7D. Discussion and action ordering Joint Election between the City of Ingram and Ingram ISD to be held on May 1, 2021 electing three (3) Council Members for a two-year term. Claud Jordan made a motion ordering Joint Election between the City of Ingram and Ingram ISD to be held on May 1, 2021 electing three (3) Council Members for a two-year term. Rocky Hawkins seconded and the motion carried 5 to 0 votes.

8. **ORDINANCES AND RESOLUTIONS:**

Resolution No. 1-2021 establishing regular City Council Meetings and Workshop Meeting time, date, and place. Claud Jordan made a motion adopting Resolution No. 1-2021 establishing regular City Council Meetings and Workshop Meeting time, date, and place. John Cantwell seconded and the motion carried 5 to 0 votes.

9. **STAFF REPORTS:** Police Chief Twiss updated council on staffing and current events.

10. **INFORMATION AND DISCUSSION:** Bill Pay Register

11. **WORKSHOPS:** Workshops will be held every Monday at 4:00 p.m.

12. **CLOSED SESSION:** See Item 8C. The City Council will recess its open meeting and reconvene in Executive Session on the following items pursuant to Texas Government Code.

13. **RECONVENE REGULAR SESSION:** The City Council will reconvene into Regular Session at the conclusion of the Executive Session and may take action, as necessary, based on discussions held in closed session under Item 12.

15. **ADJOURNMENT:** Claud Jordan made a motion to adjourn at 6:59 p.m. Rocky Hawkins seconded and the motion carried 5 to 0 votes.

Executive Sessions Authorized: The City Council for the City of Ingram reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

Closed Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Closed Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of the other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. The individual members will not engage in any discussion or deliberation on any matters presented by the agenda.

Approved By: _____ February 2, 2021
Kathy Rider, Mayor

Attest: _____
Stephanie Breckenridge, City Secretary

**INGRAM CITY COUNCIL
MINUTES OF WORKSHOP
ON MONDAY, JANUARY 25, 2020**

CALL TO ORDER: 4:04 p.m.

John Cantwell absent; Claud Jordan arrived at 4:19 p.m.

1. VISITORS/CITIZENS FORUM: COMMENT PERIOD-LIMITED TO THREE (3) MINUTES TOTAL:

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None

2. WORKSHOPS:

Discussion of projects:

- Proposed subdivision project on Hilltop Drive-No action taken.
- Alley Clearing-Mr. Vlasek can leave goats in alley till May 1, 2021.
- Murals on TJ Moore Lumber building-Claud Jordan made a motion to approve the mural restoration project. David Britton seconded and the motion carried 4 to 0 votes.
- Public Works Brush Chipping Schedule-Public Works to start accepting brush chipping requests from citizens.
- New Projects to be placed on next agenda-None

Discussion of city finances:

- City bank accounts access information

3. INFORMATION & DISCUSSION:

- 4. ADJOURNMENT:** Claud Jordan made amotion to adjourn at 7:20 p.m. Robert Kimbrough seconded and the motion carried 4 to 0 votes.

Approved By: _____ February 2, 2021
Kathy Rider, Mayor

Attest: _____
Stephanie Breckenridge, City Secretary

ORDER OF SPECIAL ELECTION
(ORDEN DE ELECCIÓN ESPECIAL)

An election is hereby ordered to be held on May 1, 2021 for the purpose of electing Mayor to fill unexpired term.

(Por la presente se ordena que se llevara a cabo una election el 1 de mayo de 2021 con el proposito de elegir al alcalde para cubrir el periodo no vencido.)

Early voting by personal appearance will be conducted each weekday at:
(La votacion adelantada en persona se llevara a cabo de lunes a Viernes en)

Ingram ISD Business Building, 510 College St., Board Room, Ingram, TX
(location) (sitio)

between the hours of 8:00 a.m. and 5:00 p.m. beginning on Monday, April 19th
(entre las 8:00 a.m. de la manana y las 5:00 p.m. de la Lunes, 19 de abril y martes)

and ending on April 27, 2021. (y terminio el 30 de abril de 2021.)

Applications for ballot by mail shall be mailed to:

(Las solicitudes para boletas que se votaran en ausencia por correo deberan enviarse a:)

Bob Reeves
(Name of Early Voting Clerk)
(Nombre del Secretario(a) de la Votacion Adelantada)

700 Main St., Suite 124
(Address) (Direccion)

Kerrville, TX 78028
(City) (Cuidad) (Zip Code)(Zona Postal)

Applications for ballots by mail must be received no later than the close of business on
(Las solicitudes para boletas que se votaran en ausencia por correo deberan recibirse para el fin de las horas de negocio el)

April 20, 2021
(date) (fecha)

Issued this the 19th day of January 2021.
(Emitida este dia 19 de enero de 2021.)

Alderman (Concejal)

Signature of Mayor (Firma del Alcalde)

Alderman (Concejal)

Alderman (Concejal)

Alderman (Concejal)

Alderman (Concejal)

Instruction Note: A copy of this election order must be delivered to the county Clerk/elections Administrator and Voter Registrar immediate after ordering the election.

(Nota de instruccion: Se debera entregar una copia de esta orden de election al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes immediatamente despues de ordenar la election.)

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10-42-200								
1840	WILLIAM E RAGSDALE	02012021	January 2021 monthly fee	02/01/2021	600.00	600.00	01/27/2021	
Total 10-42-200:					600.00	600.00		
10-61-230								
240	AQUA TEXAS	01122021	EVENT GROUND WATER 12/08-	01/12/2021	31.26	31.26	01/19/2021	
240	AQUA TEXAS	01122021	SH 39 & SH 27 Intersection 12/08	01/12/2021	31.26	31.26	01/19/2021	
240	AQUA TEXAS	01122021	CITY PARK WATER 12/08/2020-1	01/12/2021	35.06	35.06	01/19/2021	
Total 10-61-230:					97.58	97.58		
10-61-370								
5530	UniFirst Holdings, Inc.	819 1153520	PW uniform shirts	01/05/2021	14.77	14.77	01/21/2021	
5530	UniFirst Holdings, Inc.	819 1154323	PW uniform shirts	01/12/2021	14.60	14.60	01/21/2021	
5530	UniFirst Holdings, Inc.	819 1155102	PW uniform shirts	01/19/2021	14.60	14.60	01/21/2021	
5530	UniFirst Holdings, Inc.	819 1155880	PW uniform shirts & jeans	01/26/2021	57.06	57.06	01/29/2021	
Total 10-61-370:					101.03	101.03		
10-64-205								
1750	VERIZON WIRELESS	9870933138	PD-INTERNET VEHICLE SERVIC	01/10/2021	348.66	348.66	01/21/2021	
Total 10-64-205:					348.66	348.66		
10-64-300								
5680	Evident, Inc.	175832A	evidence labels	01/07/2021	31.50	31.50	01/22/2021	
Total 10-64-300:					31.50	31.50		
10-99-100								
4990	Denton Navarro Rocha Bernal &	37228	Professional services for Novemb	12/14/2020	4,068.44	4,068.44	01/21/2021	
Total 10-99-100:					4,068.44	4,068.44		
10-99-140								
4580	HCTC	01202021	setup computer for Council to use	01/20/2021	190.00	190.00	01/21/2021	
Total 10-99-140:					190.00	190.00		
10-99-160								
240	AQUA TEXAS	01122021	CITY HALL WATER 12/08/2020-1/	01/12/2021	34.18	34.18	01/19/2021	
1450	SHRED-IT	8181261276	December 2020 & January 2021	01/15/2021	234.40	234.40	01/28/2021	
Total 10-99-160:					268.58	268.58		
10-99-180								
850	INGRAM VOLUNTEER FIRE DEP	02012021	February 2021 monthly fee	02/01/2021	1,100.00	1,100.00	01/27/2021	
Total 10-99-180:					1,100.00	1,100.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10-99-193								
720	HCTC	02012021	internet service 02/1-02/28/21 cit	02/01/2021	154.95	154.95	01/28/2021	
720	HCTC	02012021	TELEPHONE SERVICE ALL DEP	02/01/2021	417.60	417.60	01/28/2021	
720	HCTC	02012021	internet service 02/1-02/28/2021	02/01/2021	134.05	134.05	01/28/2021	
1820	WEST CENTRAL WIRELESS	30505516	City Cell Phone service Jan 20- F	01/20/2021	54.08	54.08	01/28/2021	
Total 10-99-193:					760.68	760.68		
10-99-199								
4560	Hill Country Cowboy Camp Meeti	02012021	land purchase-224 Highway 39 py	02/01/2021	971.49	971.49	01/27/2021	
Total 10-99-199:					971.49	971.49		
10-99-210								
4390	JANIE McDONALD	02012021	janitorial service for February 202	02/01/2021	175.00	175.00	01/27/2021	
5530	UniFirst Holdings, Inc.	819 1153520	janitorial supplies	01/05/2021	20.33	20.33	01/21/2021	
5530	UniFirst Holdings, Inc.	819 1154323	janitorial supplies	01/12/2021	52.59	52.59	01/21/2021	
5530	UniFirst Holdings, Inc.	819 1155102	janitorial supplies	01/19/2021	20.33	20.33	01/21/2021	
5530	UniFirst Holdings, Inc.	819 1155880	janitorial supplies	01/26/2021	14.72	14.72	01/29/2021	
Total 10-99-210:					282.97	282.97		
10-99-410								
3950	SECOR FENCE CO.	15559	electric gate repair & erased previ	01/11/2021	125.00	125.00	01/28/2021	
1800	WALMART	01162021	cleaning supplies, vacuum & coffe	01/16/2021	341.97	341.97	01/21/2021	
Total 10-99-410:					466.97	466.97		
20-53-120								
3850	Wells Fargo Corporate Trust Servi	15022021	principal & interest pymt to holder	01/12/2021	20,542.00	20,542.00	01/20/2021	
Total 20-53-120:					20,542.00	20,542.00		
20-53-140								
3850	Wells Fargo Corporate Trust Servi	15022021	principal pymt to holders 2009 seri	01/12/2021	28,000.00	28,000.00	01/20/2021	
Total 20-53-140:					28,000.00	28,000.00		
52-21010								
4320	Aqua Texas	11062020	Aug, Sept & Oct 2020 disconnect	11/06/2020	450.00	450.00	01/28/2021	
4320	Aqua Texas	12032020	Nov 2020 disconnect fees	12/03/2020	300.00	300.00	01/28/2021	
Total 52-21010:					750.00	750.00		
52-21200								
5690	TYLER HEIMANN	01212021	customer closed WW acct refundi	01/21/2021	49.93	49.93	01/28/2021	
Total 52-21200:					49.93	49.93		
52-80-260								
720	HCTC	02012021	WW TELEPHONE SERVICE-ska	02/01/2021	144.73	144.73	01/28/2021	
1820	WEST CENTRAL WIRELESS	30505516	City Cell Phone service Jan 20- F	01/20/2021	54.08	54.08	01/28/2021	
Total 52-80-260:					198.81	198.81		
52-80-270								
1050	KPUB	01272021	LIFT STATION ELECTRICITY LS	01/27/2021	239.10	239.10	01/28/2021	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 52-80-270:					239.10	239.10		
Grand Totals:					59,067.74	59,067.74		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only paid invoices included.