

**INGRAM CITY COUNCIL AGENDA
NOTICE OF REGULAR MEETING
TUESDAY, AUGUST 17, 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.

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 Workshop held on August 3, 2021 &
Minutes from City Council Regular Meetings held on August 3, 2021.

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

7A. Discussion and action regarding forensic audit. (Don Allman)

7B. Discussion and action regarding proposed subdivision located at the 800 block of Main St. (Evelyn Vela)

7C. Discussion and action regarding Municipal Court Judge. (Kathy Rider)

7D. Regarding FY 2021-2022 proposed tax rate of \$0.4903 and setting public hearing date with a roll call vote. (Kathy Rider)

8. ORDINANCES AND RESOLUTIONS: None

9. **STAFF REPORTS:** Police Department updates

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

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

12. **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.

13. **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 13th day of August 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 WORKSHOP
ON TUESDAY, AUGUST 3, 2021**

CALL TO ORDER: 4:15 p.m.
Bridget Dale absent

**1. 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. Robert Seacrest addressed the council regarding TxDOT drainage in front of this business located at 321 Hwy 39 and street lighting.

2. WORKSHOP:

Discussion and possible action of the following City business:

- Regarding 2021-2022 proposed budget. No action taken.

3. INFORMATION & DISCUSSION:

4. CLOSED SESSION: The City Council will recess its open meeting and reconvene in Executive Session on the following items pursuant to Texas Government Code. None

5. ADJOURNMENT: Bill Warren made a motion to adjourn. Robert Kimbrough seconded with the meeting adjourning at 4:50 p.m.

Approved By: _____ August 17, 2021
Kathy Rider, Mayor

Attest: _____
Stephanie Breckenridge, City Secretary

**INGRAM CITY COUNCIL
MINUTES OF REGULAR MEETING
ON TUESDAY, AUGUST 3, 2021**

1. **CALL TO ORDER:** 5:56 p.m.
2. **ROLL CALL:** All present
3. **PRAYER:** Bill Warren delivered the prayer.
4. **CITY EVENTS, ANNOUNCEMENTS AND PROCLAMATIONS:** USDA Phase III Wastewater Improvement Project will be advertised in the local newspaper the next two weeks.

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

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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 July 20, 2021. Bridget Dale made a motion to approve minutes from city council meeting on July 20, 2021 with one correction: changing Phase II to Phase III. David Britton 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 forensic audit. No action taken.

7B. Discussion and action regarding regular full time employee minimum hours per week and related City benefits. Rocky Hawkins made a motion to change minimum hours worked for full time employees from 28 hours to 40 hours per week. David Britton seconded and the motion carried 5 to 0 votes.

8. **ORDINANCES AND RESOLUTIONS:**

8A. Discussion and action regarding Ordinance regulating grease traps in the City of Ingram. Bridget Dale made a motion to adopt Ordinance No. 2021-6 regulating the installation, operation and maintenance of grease traps. Robert Kimbrough seconded, and the motion carried 5 to 0 votes.

8B. Discussion and action regarding Ordinance regulating camping. David Britton made a motion to adopt Ordinance No. 2021-7 regulating tent camping within the city. Bridget Dale seconded and the motion carried 5 to 0 votes.

9. **STAFF REPORTS:** Police Chief Twiss delivered police stats and department updates.

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

11. **WORKSHOPS:**

12. **CLOSED SESSION:** The City Council will recess its open meeting and reconvene in Executive Session on the following items pursuant to Texas Government Code 551.071 (legal advice/consultation):None

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:** Robert Kimbrough made a motion to adjourn at 6:16 p.m. David Britton 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: _____ August 17, 2021
Kathy Rider, Mayor

Attest: _____
Stephanie Breckenridge, City Secretary

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
10-40-310								
1760	Card Service Center	07292021*	gel pens	07/29/2021	15.00	15.00	08/10/2021	
1760	Card Service Center	07292021*	printer ink	07/29/2021	135.89	135.89	08/10/2021	
1350	Quill	18165458	pencils	07/20/2021	17.58	17.58	08/06/2021	
1350	Quill	18171341	pens	07/20/2021	5.59	5.59	08/06/2021	
1350	Quill	18181584	mechanical pencils 5 pk	07/20/2021	3.99	3.99	08/06/2021	
Total 10-40-310:					178.05	178.05		
10-41-201								
330	CASELLE	111364	Contract Support & Maintenance f	08/01/2021	313.50	313.50	08/06/2021	
Total 10-41-201:					313.50	313.50		
10-41-300								
1350	Quill	18449250	black printer ink cartridge	08/02/2021	46.99	46.99	08/13/2021	
Total 10-41-300:					46.99	46.99		
10-42-300								
1760	Card Service Center	07292021*	scanned rubber stamp	07/29/2021	12.00	12.00	08/10/2021	
1760	Card Service Center	07292021*	stackable cube organizer	07/29/2021	21.64	21.64	08/10/2021	
1350	Quill	18165458	binder clips, batteries & black print	07/20/2021	182.06	182.06	08/06/2021	
1350	Quill	18190952	phillips lapel tie clip	07/21/2021	29.99	29.99	08/06/2021	
Total 10-42-300:					245.69	245.69		
10-61-230								
240	AQUA TEXAS	08102021	SH 39 & SH 27 Intersection 7/07-	08/10/2021	30.38	30.38	08/12/2021	
240	AQUA TEXAS	08102021	EVENT GROUND WATER 7/07-8/	08/10/2021	29.50	29.50	08/12/2021	
240	AQUA TEXAS	08102021	CITY PARK WATER 7/07/2021-8/	08/10/2021	45.52	45.52	08/12/2021	
1050	KPUB	08112021	Event grounds electricity 7/07-8/0	08/11/2021	22.44	22.44	08/12/2021	
1050	KPUB	08112021	CITY PARK electricity 7/07-8/06/2	08/11/2021	69.67	69.67	08/12/2021	
200	REPUBLIC SERVICES #859	0859-00289211	City park garbage service 8/01-8/	07/31/2021	119.44	119.44	08/11/2021	
Total 10-61-230:					316.95	316.95		
10-61-305								
1570	T J MOORE LUMBER YARD	07312021	5 key blanks for city park dumpste	07/31/2021	6.45	6.45	08/06/2021	
Total 10-61-305:					6.45	6.45		
10-61-325								
1570	T J MOORE LUMBER YARD	07312021	5 toilet bowl cleaners & contractor	07/31/2021	54.93	54.93	08/06/2021	
1570	T J MOORE LUMBER YARD	07312021	contractor clean up bags for park	07/31/2021	83.96	83.96	08/06/2021	
Total 10-61-325:					138.89	138.89		
10-61-370								
5530	UniFirst Holdings, Inc.	819 1176795	PW uniform shirts & jeans	08/03/2021	35.06	35.06	08/13/2021	
5530	UniFirst Holdings, Inc.	819 1177555	PW uniform shirts & jeans	08/10/2021	35.06	35.06	08/13/2021	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10-61-370:					70.12	70.12		
10-61-380								
1760	Card Service Center	07292021-383	48 inch farm jack	07/29/2021	97.41	97.41	08/09/2021	
1440	SECOR EQUIPMENT	08022021	moto mix, 2-12" chains for pole sa	08/02/2021	131.99	131.99	08/06/2021	
1570	T J MOORE LUMBER YARD	07312021	gloves,2 manure forks,punch pin	07/31/2021	60.31	60.31	08/06/2021	
Total 10-61-380:					289.71	289.71		
10-61-430								
1760	Card Service Center	07292021-383	2 tires and rims for tractor	07/29/2021	351.76	351.76	08/09/2021	
3110	Kerrville Butane Co., Inc.	07302021	4.8 gal propane for Public Works-	07/30/2021	12.24	12.24	08/11/2021	
Total 10-61-430:					364.00	364.00		
10-61-600								
5400	BUCK VALLEY TRUCKING	8663	3 loads of base & delivery fee	08/10/2021	1,813.58	1,813.58	08/12/2021	
1790	VULCAN MATERIALS COMPANY	62339209	2 loads of cold mix 51.88 tons	08/09/2021	3,274.67	3,274.67	08/11/2021	
Total 10-61-600:					5,088.25	5,088.25		
10-61-601								
1570	T J MOORE LUMBER YARD	07312021	10 bags cement & 2-5 gal plastic	07/31/2021	109.00	109.00	08/06/2021	
Total 10-61-601:					109.00	109.00		
10-64-250								
5670	Eric Cardwell, PhD	121	psychological evaluation for Z Ro	07/31/2021	400.00	400.00	08/06/2021	
Total 10-64-250:					400.00	400.00		
10-64-300								
1760	Card Service Center	07292021*	business cards for Baker	07/29/2021	38.89	38.89	08/10/2021	
1350	Quill	18395806	post it tabs & multi fold paper tow	07/29/2021	46.17	46.17	08/12/2021	
1350	Quill	18416127	2 wireless keyboard & mouse sets	07/30/2021	47.98	47.98	08/12/2021	
1350	Quill	18475289	door hangers	08/03/2021	83.99	83.99	08/12/2021	
Total 10-64-300:					217.03	217.03		
10-64-310								
1600	FUELMAN	NP60527664	POLICE DEPT	08/02/2021	652.35	652.35	08/06/2021	
Total 10-64-310:					652.35	652.35		
10-64-350								
1760	Card Service Center	07292021*	name badges for baker,robertson,	07/29/2021	103.50	103.50	08/10/2021	
Total 10-64-350:					103.50	103.50		
10-64-410								
310	CARQUEST 1	07312021	4 car batteries	07/31/2021	691.96	691.96	08/06/2021	
1570	T J MOORE LUMBER YARD	07312021	premium SPF furring strip	07/31/2021	35.94	35.94	08/06/2021	
Total 10-64-410:					727.90	727.90		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10-64-500								
1760	Card Service Center	07292021*	texas police association members	07/29/2021	30.00	30.00	08/10/2021	
1760	Card Service Center	07292021*	fire license renewal TCFP	07/29/2021	153.63	153.63	08/10/2021	
1760	Card Service Center	07292021*	go daddy.com	07/29/2021	460.00	460.00	08/10/2021	
Total 10-64-500:					643.63	643.63		
10-64-530								
1760	Card Service Center	07292021*	2021 Texas public information act	07/29/2021	310.95	310.95	08/10/2021	
Total 10-64-530:					310.95	310.95		
10-64-930								
1760	Card Service Center	07292021*	death investigation online course	07/29/2021	75.00	75.00	08/10/2021	
1760	Card Service Center	07292021*	constitutional law class	07/29/2021	30.00	30.00	08/10/2021	
Total 10-64-930:					105.00	105.00		
10-99-100								
5820	Bovey & Cochran, PLLC	2112	City Attorney- legal services for Ju	07/29/2021	6,177.96	6,177.96	08/06/2021	
Total 10-99-100:					6,177.96	6,177.96		
10-99-120								
1830	WEST KERR CURRENT	43540	CLASSIFIED ADs-July 29th (Moor	07/30/2021	60.00	60.00	08/06/2021	
Total 10-99-120:					60.00	60.00		
10-99-160								
240	AQUA TEXAS	08102021	CITY HALL WATER 7/07/2021-8/0	08/10/2021	35.05	35.05	08/12/2021	
1050	KPUB	08112021	CITY HALL ELECTRICITY 7/07-8/	08/11/2021	459.66	459.66	08/12/2021	
200	REPUBLIC SERVICES #859	0859-0028872	City hall garbage service 08/01-08	07/31/2021	82.50	82.50	08/11/2021	
1450	SHRED-IT	8182520261	July 2021 service	07/31/2021	130.88	130.88	08/06/2021	
Total 10-99-160:					708.09	708.09		
10-99-197								
1050	KPUB	08112021	street lights 7/14-8/11/2021	08/11/2021	488.65	488.65	08/12/2021	
Total 10-99-197:					488.65	488.65		
10-99-210								
1760	Card Service Center	07292021*	clorox cleaner	07/29/2021	23.95	23.95	08/10/2021	
1760	Card Service Center	07292021*	paper towels	07/29/2021	28.96	28.96	08/10/2021	
1760	Card Service Center	07292021*	windex,clorox foaming glass clean	07/29/2021	58.68	58.68	08/10/2021	
5530	UniFirst Holdings, Inc.	819 1176795	janitorial supplies	08/03/2021	11.29	11.29	08/13/2021	
5530	UniFirst Holdings, Inc.	819 1177555	janitorial supplies	08/10/2021	11.29	11.29	08/13/2021	
Total 10-99-210:					134.17	134.17		
10-99-240								
1760	Card Service Center	07292021-383	postage	07/29/2021	26.35	26.35	08/09/2021	
Total 10-99-240:					26.35	26.35		
10-99-410								
1570	T J MOORE LUMBER YARD	07312021	yellow spray paint & automotive s	07/31/2021	14.27	14.27	08/06/2021	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10-99-410:					14.27	14.27		
10-99-610								
1760	Card Service Center	07292021-383	thank you cards & cat food	07/29/2021	23.43	23.43	08/09/2021	
5990	Donald Allman, CPA,PC	4213	preparation of forensic audit-final	08/08/2021	5,000.00	5,000.00	08/11/2021	
Total 10-99-610:					5,023.43	5,023.43		
10-99-630								
6100	LESLEY CANTRELL	08082021	customer cancelled park reservati	08/08/2021	200.00	200.00	08/11/2021	
Total 10-99-630:					200.00	200.00		
52-21010								
4320	Aqua Texas	08062021	July 2021 reconnect fees	08/06/2021	50.00	50.00	08/11/2021	
Total 52-21010:					50.00	50.00		
52-80-240								
330	CASELLE	111364	Contract Support & Maintenance f	08/01/2021	631.50	631.50	08/06/2021	
Total 52-80-240:					631.50	631.50		
52-80-250								
3160	PITNEY BOWES PURCHASE PO	08062021	POSTAGE	08/06/2021	705.50	705.50	08/11/2021	
Total 52-80-250:					705.50	705.50		
52-80-270								
1050	KPUB	08112021	LIFT STATION ELECTRICITY LS	08/11/2021	26.56	26.56	08/12/2021	
Total 52-80-270:					26.56	26.56		
52-80-280								
1870	CITY OF KERRVILLE	08102021	WW TREATMENT SERVICE 07/0	08/10/2021	21,488.31	21,488.31	08/12/2021	
Total 52-80-280:					21,488.31	21,488.31		
52-80-320								
1760	Card Service Center	07292021-383	water hand pump	07/29/2021	43.79	43.79	08/09/2021	
Total 52-80-320:					43.79	43.79		
52-80-340								
1600	FUELMAN	NP60527664	Public Works	08/02/2021	304.12	304.12	08/06/2021	
Total 52-80-340:					304.12	304.12		
52-80-625								
6110	KICKIN WINGS LLC	08102021	final billed customer- applied depo	08/10/2021	65.64	65.64	08/12/2021	
Total 52-80-625:					65.64	65.64		
Grand Totals:					46,476.30	46,476.30		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.
