



**INGRAM CITY COUNCIL AGENDA
MINUTES OF REGULAR MEETING
ON MONDAY, JULY 17, 2023**

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.

CALL TO ORDER:

On July 3, 2023, at 6:00 P.M., the Ingram City Council Regular Meeting was called to order by Mayor Claud Jordan at City Hall, 230 Hwy 39, Ingram Texas.

ROLL CALL:

Mayor Claud Jordan-Present
Mayor Pro Tem Rocky Hawkins-Present
Councilman Robert Kimbrough- Absent
Councilman David Britton-Present
Councilwoman Twanda Brown-Present
Councilman Ray Howard-Absent

CITY STAFF:

Ruby Nix, City Secretary

Prayer: Mrs. Linda Sevey

1. CITY EVENTS, ANNOUNCEMENTS AND PROCLAMATIONS: None

2. VISITORS/CITIZENS FORUM: COMMENT PERIOD-LIMITED TO THREE (3) MINUTES TOTAL: None

3. CONSENT AGENDA:

Possible action to approve minutes from Ingram City Council Regular Meeting held on July 3, 2023. Councilman Hawkins made a motion to approve these minutes. Councilwoman Brown seconded the motion and the motion carried 3-0 votes.

TB – aye

RH – aye

DB – aye

4. CONSIDERATION AND POSSIBLE ACTION ON BUSINESS ITEMS:

4 A. Phase III Wastewater update. (Gregory White) *Family Emergency*

4 B. South Texas Velocity, historical district ordinance violation and product sales.

Unnamed spokesman advised that they are a small business that is attempting to build their brand and aren't able to do so if they can't show their colors. The two Ingram stores were in dire need of work. They want to grow, prosper and give back to Ingram.

They respectfully request that they keep the colors on the store that has already been painted and they'll leave the other store the way it is. The painting of the Copper Pot was brought up to which Mayor Jordan advised that permission had been given by former City Administrator Mark Bosma who didn't have the authority to do so. However, due to the project being approved by the city employee there was nothing that council could do about it after the fact. Asked what the ramifications would be to keep the painting because it is way to costly to sandblast the paint from the building. Councilwoman Brown advised that in the historic ordinance states that violations may be subject to a penalty of up to \$500 per day. This is not something that council wants to do. There was a misunderstanding that Councilwoman Brown would get the business owner quotes for sandblasting, to which she advised that she had offered to get a list of names of those who do building sandblasting. He then offered as a compromise to repaint that portion of the rock to a limestone color. He then stated that if they aren't allowed to do that then they may need to seek additional council. Councilman Hawkins made the motion that the store front needs to be put back to the way it was or incur the fine. Councilwoman Brown seconded the motion and the motion carried 3 to 0 votes.

TB – aye

RH – aye

DB – aye

Product sales, cbd, marijuana, pipes have been removed from site based on Interim Chief Arnim saying that that would suffice. Mayor Jordan reiterated that the ordinance states that drug and paraphernalia are not allowed at all.

4 C. Requesting two more taps at 420 Winona St (Michael Collier) Mr. Collier currently has a house on his lot and the tap would be going to that structure. He wants to bring in a mobile home and run an additional pipe of the current tap to the new home. Councilwoman Brown advised that he would need to speak with the contractor about that. Mayor Jordan advised that if Mr. Collier would be renting out the property, then an additional water meter would be required therefore an additional tap would be needed.

4 D. Remodel and new construction at various properties: 3354 Junction Hwy, 218 Old Ingram Loop, 138 Old Ingram Loop, Old Ingram Social Club, laundromat. (Cristina Holcomb) Mrs. Holcomb presented council with a print out showing the renderings of her vision for a number of properties. Councilwoman Brown made a motion to approve the plans for 138 Old Ingram Loop. Councilman Hawkins seconded the motion and the motion carried 3 to 0 votes.

TB – aye

RH – aye

DB – aye

Councilwoman Brown made a motion to approve the plans for 217 Old Ingram Loop. Councilman Britton seconded the motion and the motion carried 3 to 0 votes.

TB – aye

RH – aye

DB – aye

Councilman Hawkins made a motion to approve the plans for 210 Hwy 39, Old Ingram Social Club. Councilman Britton seconded the motion and the motion carried 3 to 0 votes.

TB – aye

RH – aye

DB – aye

Plans for 3295 Junction Hwy and 216 Hwy 39 were both tabled.

4 E. FY 2023 Budget Update (D. Tarr) Mrs. Tarr presented council with the current fiscal year budget projections. We are very close to reaching the budgeted revenues, for property tax, at the end of May. I expect that the city will reach close to \$500k by the end of the year. For our Sales Tax, we are on track to reach our budgeted goals as with the remainder of the revenues in the General Fund. We are expected to save over \$100k in public works due to the lack of street and ROW service and we are expected to save \$200k in the police department due to shortages in staff. After transfers into the Enterprise Fund and taking revenues into consideration, the General Fund is expected to have a balance surplus of \$400k at year end. The city will supersede the Debt Service fund in property taxes and with allocated transfer from the wastewater fund we will have enough to pay for the city's debt to the certificates of obligations. The city has also made a final payment to the 2013 CO which will be one last debt obligation in FY 24. The Hotel/Motel Fund is not expected to reach its \$21k budget in revenues but has also not incurred any expenses for this FY. At this time, the fund is expected to end with a \$50k fund balance at year end, The Roads Improvement Fund with a transfer of \$200k from the General Fund. This fund also has not incurred any expenses, but we hope that by year end will see some movement in this fund. The Enterprise Fund/Wastewater Fund has surpassed the usage budget of revenues and we will expect to see a surplus of \$60k after expenses by year end. All in all, the budget looks pretty good, and I believe the City is on the right track, financially speaking.

4 F. Fundview software proposal. (D. Tarr) Mrs. Tarr provided council with the FundView Proposal. We currently use FundView to enter our cash receipts and collect our citation information for Municipal Court. For about \$2k more a year we can get the city back online to track all financial data and move payroll back in-house instead of using a 3rd party. We can also create a customer portal that will allow customers to view and pay their bills as well as allow us to send text and email notification when their bill is due. This will also help the past billing issues that we have encountered and automate payments into the system instead of entering payments manually, which leaves room for human error. We can also add Permits and Code Enforcement for another \$3k which will allow for a better tracking system than relying on emails and paper notes. My hope is that you will see the need to get the city back on to a financial data system and approve the proposal for \$28,600 a year with an initial cost of \$23,750. Councilwoman Brown made the motion to approve the purchasing of the Fundview software. Councilman Britton seconded the motion carried 3-0 votes.

TB – aye

RH – aye

DB – aye

5. **ORDINANCES AND RESOLUTIONS:** *None*

6. **STAFF REPORTS:**

6 A. City Secretary (R. Nix) Mrs. Nix provided the last pay periods amounts and bills that had been paid since the last council meeting.

7. **OLD/NEW BUSINESS INFORMATION AND DISCUSSION:** *None*

8. **ITEMS FOR FUTURE AGENDAS:** Historical district ordinance revision.

9. **EXECUTIVE SESSION:** *None*

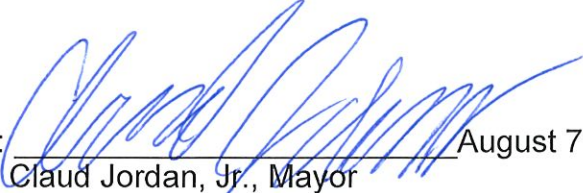
10. ACTON ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY: None

ADJOURNMENT: Councilman Hawkins made the motion to adjourn the meeting at 7:36 p.m. Councilman Britton seconded the motion and the motion carried 3 to 0 votes.

TB – aye

RH – aye

DB – aye

Approved By:  August 7, 2023
Claud Jordan, Jr., Mayor

Attest: 
Ruby Nix, City Secretary