



**INGRAM CITY COUNCIL AGENDA
MINUTES OF REGULAR MEETING
ON TUESDAY, SEPTEMBER 18, 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 FOR PUBLIC HEARING:

On September 18, 2023, at 6:00 P.M., the Ingram City Council Public Hearing 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-Present
Councilman David Britton-Absent
Councilwoman Twanda Brown-Present
Councilman Ray Howard-Present

CITY STAFF:

Ruby Nix, City Secretary
Dawn Tarr, Finance Officer
Rod Tarr, Public Works Supervisor

Prayer: Councilman Howard

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 September 5, 2023. Councilman Howard made a motion to approve these minutes. Councilman Kimbrough seconded the motion and the motion carried 4-0 votes.

TB – aye
RH – aye
RK – aye
RH – aye

4. CONSIDERATION AND POSSIBLE ACTION ON BUSINESS ITEMS:

4 A. City of Kerrville proposal to add a meter at Lift Station 1 (Donavan Banta) Mr. Banta advised council that we (the City of Ingram) has a magnetic flow meter and what the City of Kerrville would like to propose is to install an RTU and an antenna which would

acquire that signal (from our meter) and would transmit it. This would give a more accurate billing information and operational data because his department would be able to monitor that data 24/7. They have the capability to read that data every minute of every day vs the meter only being read once a day. Mayor Jordan asked if our SKADA system does the same thing and Mr. Banta stated that he is not sure that it does. City of Kerrville employee Luis Fender was here (in the Ingram Public Works office) last week and he was able to get logged in but he didn't disclose to Mr. Banta what we (City of Ingram) are getting. We (City of Ingram) should have the capability. Mr. Tarr advised Council that Mr. Fender was with him for a short time and he advised Mr. Tarr that we do have that capability. Mr. Fender was able to get Mr. Tarr logged in so he can read the data as well as Kerrville and that the two of them will be working hand in hand. Mr. Banta advised that the City of Kerrville will take assume the responsibility of the City of Ingram's magnetic flow meter and should something go wrong with it the City of Kerrville will pay to maintain it, or buy a new one, whatever it takes to keep it operational. Mr. Banta also advised that they'll calibrate the meter annually, usually around October. Mr. Banta does not believe that they'll have their equipment installed by this October but when they do they'll recalibrate the meter then. Councilman Kimbrough made a motion to approve for the City of Kerrville to place their equipment and take over the magnetic flow meter maintenance at Lift Station 1. Mayor Pro Tem Hawkins seconded the motion and the motion carried 4-0 votes.

TB – aye
RH – aye
RK – aye
RH – aye

- 4 B. Approval for the A&A Tire Subdivision final plat. (Jared Martin) Mr. Martin presented the final plat for A&A with no changes. Mayor Pro Tem Hawkins made a motion to approve the final plat for A&A. Councilman Howard seconded the motion and the motion carried 4-0 votes.

TB – aye
RH – aye
RK – aye
RH – aye

- 4 C. 422 Winona is dissatisfied that construction company won't run a yard line to the building that isn't plumbed. (Suzanne Frenzell) *No show. Voicemail was left for Ms. Frenzell advising that she was on this agenda as well as the location and time of the meeting.*

- 4 D. Recommendations from the Historical Committee regarding new construction in the historical district. Seeking approval to demolish the building at 214 Old Ingram Loop, approval of the exterior rendering for 214 Hwy 39; and approval of rendering for 216 Old Ingram Loop as an Artisan's Park (Councilwoman Brown and Cristina Holcomb) *Tabled – Ms. Holcomb was unable to attend.*

- 4 E. Painting of the Park Pavilion (R Tarr) Mr. Tarr stated that next week, weather providing, that he wants to start sandblasting the park pavilion and then to repaint it. This includes fixing the slab to seal it off to stop it from cracking any further than it already is and he would like to paint the slab as well. There is a lot of rust popping up and it needs a face lift. Mayor Jordan questioned painting the slab. Mr. Tarr advised that painting the slab will actually help to protect it more like painting a slab in a garage because the paint has epoxy in it to seal up everything. Mr. Tarr stated that it won't cost that much to do.

Councilwoman Brown asked what colors were used to paint the playground? Mayor Jordan advised that it had been stained brown. Mrs. Nix advised that the picnic tables were changed up to where some were painted red on the roof and the poles were painted black and others were just the opposite with the roof being painted black and the poles painted red. Councilwoman Brown suggested that we stick with using "Warrior Colors." But the concern is if its made to easy to mark up that its going to get vandalized. The Mayor stated that hopefully the park cameras can get adjusted to catch any culprits of that. Mr. Tarr suggested that we just paint the pavilion back to the same color as it is now. Decision was made to use the same color paint that is currently on the building and to paint the steel black. Mr. Tarr also advised that while they are down at the park painting that they will also fix/replace the shingles that have blown off of the playground. The updated times on the park signs have been put back up so there's no misleading/questioning on what the hours are anymore.

- 4 F. Trunk or Treat and Christmas Parade dates (R Nix) Trunk or Treat has been set for October 28th per Councilwoman Brown and Councilman Howard. The Keep West Kerr Beautiful organization is planning to "Light the Y" (the tree in front of TJ Moore Lumber) in November. The Christmas Parade is set for December 16th due to the kids will still be in school. Councilwoman Brown inquired as whether we will be having Blue Santa this year because Mr. Willis would like to volunteer. We will be getting applications and flyers out regarding Blue Santa shortly.

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

6. **STAFF REPORTS:**

6 A. City Secretary (R. Nix) Mrs. Nix provided Council with a breakdown of the last payroll and timesheets. She advised that she has been corresponding with the new City Attorney, Eddie Morales, regarding our concerns with the Phase III project. He advised that he and his associates will reply early this week with some legal recommendations. Mrs. Nix also submitted the proposed agreement from Mr. Willis regarding the Event Grounds during the October Eclipse to Mr. Morales, and per the Mayor it has been requested that the attorney draw up a proper lease agreement. Mrs. Nix has again requested an update from Kwik Signs as to when the mural will be replaced off of Washington St. And advised them that the mural at the park is also in need of some repairs. The public works trucks now are equipped with CPR masks and first aid kits. New hard hats and safety vests have also been purchased for the public work employees. Mrs. Nix will be attending the TML Conference in Dallas October 4th through the 6th; therefore, she will be leaving the afternoon of October 3rd. Dawn Tarr, Finance Officer, and Mrs. Nix will be attending the GFOAT meeting in Ft. Worth October 25th through the 27th so they will be leaving the afternoon of October 24th. The City's Administrative Offices will be closed October 9th in observance of Columbus Day.

6 B. Finance Officer D Tarr Mrs. Tarr has created a finance report that will be coming to Council monthly. The first part of the report is the expenses and revenues. The second part of the report is a budget update that shows what our year to date revenues are vs the budget. In revenues we've brought in beyond what had been budgeted for this year, we're over \$281,000 as of the end of August. Expenditures year to date are under budget by \$174,000 which is primarily due to the PD wages. Phase III capital improvements just to show you what we've brought in as far as the USDA payment vs what we've paid out. Right now we have some pay applications that need to be submitted/signed and then we'll be back on track with that. Monthly sales tax collections is also over what was budgeted as well by \$1200, almost \$1300. Monthly property tax


collections is over what was budgeted by \$7000. All in all we're doing good. There is also a bank account reconciliation page that is for the whole fiscal year for now and will be monthly from now on. Everything is tied into the long spreadsheets that are done in excel to make sure everything is balanced with the bank. Mrs. Nix and Mrs. Tarr also advised that these reports are posted on the City website under Financials for transparency.


6 C. Public Works Report (R Tarr) Mr. Tarr advised that now that we (the City) has a full crew, 4 full time and 1 part time, the guys have been clearing the side yard out next door to pd. The barn has been cleared out so now equipment can start being stored in there. Mr.Tarr has found a class for \$111 that he will be taking to learn more about the Wastewater System, Class D Wastewater certification. This course is all online. Mayor Jordan, Councilman Howard, and Mayor Pro Tem Hawkins all stated that they felt that the City should pay for this training. The rest of the week Mr. Tarr advised that they will be patching potholes on Main St. Mr. Tarr requests that if anyone must travel on Main St to please bear with them as they may have to reroute traffic. He plans on getting these roads patched as fast as he can. Mr. Tarr also advised that the dents that had been in the work pickup have been pulled out. Councilman Howard inquired as to whether the (park) restrooms have been repaired. Mr. Tarr stated that he has to call the plumbers back because the fixed the men's side but not the women's despite being told that both sides needed to be fixed. The handrails have been remounted and the lights have been fixed in the restrooms. The park gates will remain to be locked due to unsavory traffic that has been going on. Mayor Jordan stated that once the new police chief starts then the area can be patrolled more often. Mr. Lynch will be retiring on the 29th of this month and is planning on having a little gathering for him at the park around noon. Mr. Tarr also made the suggestion that the heli-pad be blocked off during the Eclipse so emergency vehicles will be able to get to it.

- 7. **OLD/NEW BUSINESS INFORMATION AND DISCUSSION:** *None*
- 8. **ITEMS FOR FUTURE AGENDAS:** Side by Side views of the City of Ingram and the City of Fredericksburg's noise ordinances; additional cameras; event grounds eclipse contract; and gator pricing. November 4th city cleanup.
- 9. **EXECUTIVE SESSION:** *None*
- 10. **ACTON ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF ANY:** *None*

ADJOURNMENT: Councilman Howard made the motion to adjourn the meeting at 6:36 p.m. Councilwoman Brown seconded the motion and the motion carried 4-0 votes.

TB – aye
RH – aye
RK – aye
RH – aye

Approved By:  September 21, 2023
Claud Jordan, Jr, Mayor

Attest: 
Ruby Nix, City Secretary