

MINUTES



INGRAM CITY COUNCIL
Monday, March 16, 2026 at 6:00 P.M.
Ingram City Hall
230 Highway 39, Ingram TX 78025
Regular Council Meeting

The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodation 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

The meeting was called to order at 6:00 PM on March 16 by Mayor Claud Jordan.

ROLL CALL

Presiding Officer: Mayor Claud Jordan

Clerk / Recorder: Jacqueline Grubb / Admin

Council Members Present:

- ✓ Mayor Claud Jordan
- ✓ Mayor Pro Tem Rocky Hawkins
- ✓ Council Member Robert Kimbrough
- ✓ Council Member Ray Howard

Council Members Absent:

- ✓ Council Member Christopher McLachlan
- ✓ Council Member David Britton

A quorum was present.

Staff Members present:

- ✓ Dustin Beshears – present
- ✓ Stuart Gross – present
- ✓ Jacqueline Grubb – present

INVOCATION / PRAYER

- A prayer was offered by Council Member Ray Howard
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1. ANNOUNCEMENTS

- A. It was announced that a donation of \$10,000 was received from Texas General Assembly, Pasadena, Texas, for the City of Ingram for disaster relief for flood victims (July 2025 flood recovery).
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2. VISITOR AND CITIZEN FORUM

A. **Speaker: Clancy Scott**

Mr. Scott addressed the Council regarding compliance with the Texas Open Meetings Act and prior meeting validity. He expressed concerns that certain past meetings may not have met posting requirements and stated that actions taken at those meetings could be subject to challenge. He further commented on the process for ratifying prior actions at a properly posted meeting and referenced potential legal consequences and investigations related to alleged noncompliance.

1. The presiding officer confirmed with staff that the current meeting was posted in compliance with the three business days requirement:
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3. CONSENT AGENDA

- A. Mayor Jordan read the Consent Agenda instructions: 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.

A. Consideration and possible action to approve minutes from the following meetings:

- August 18, 2025
 - August 29, 2025
 - September 5, 2025
 - September 15, 2025
 - September 29, 2025
 - October 20, 2025
 - November 17, 2025
 - December 15, 2025
 - January 21, 2025
- A motion and second made to approve all listed minutes and the vote was unanimous.

MOTION: Robert Kimbrough

SECOND: Ray Howard

VOTE: Unanimous

RESULT: Motion Carries

4. CONSIDERATION AND POSSIBLE ACTION

A. Request for Annexation for sewer connection – 166 Riverview Road, Kerrville

- Applicant: Christine (Christina) Webb – present.
 1. Their septic system was destroyed by the July 2025 flood and it would be cheaper to connect to city sewer than to repair/replace septic.
 2. Though the property located at 166 Riverview Road, is technically located in Kerr County and not presently within Ingram’s city limits, it is near the edge of the city. (near Goat Creek Cutoff and a notable nearby house).

MOTION: No Motion

SECOND: No Second

VOTE: No Vote

RESULT: Applicant was asked to work with code enforcement to move forward with annexation process.

B. Preliminary approval of a subdivision (approx. 15 acres) at/near the corner of Moore Street and State Highway 27. (Dan Elstein)

- Applicant: Dan Elstein
 1. Proposal: Subdivide approximately 15 acres into 10 lots:
 - One lot with access off Highway 27.
 - Nine lots with access off Moore Street.
- All lots meet minimum size requirements and have:
 1. Access to city sewer.
 2. Access to Aqua water supply.
- Frontage: Smallest lot frontages over 100 feet, some up to 150+ feet.
- Intent: “Affordable living” (prices mentioned around \$253k).
- Restrictions to avoid deteriorating conditions on Moore Street; concern to avoid overly dense / substandard development.
- Council discussed:
 1. Adequate parking off-street (avoid parking on narrow Moore Street).
 2. Setbacks from rear property lines, especially near creek and flood-prone areas.
 3. Ensuring structures are located outside the bottom area that floods.
 4. Applicant noted they are under contract and seeking preliminary consideration; final plat will return for formal approval after closing.

MOTION: Motion was made and seconded (names not clear on recording)

VOTE: Vote was unanimous. Motion Carried

RESULT: General favorable consensus toward the plan with emphasis on:

- Setbacks from the creek / flood-prone areas.
- Ensuring off-street parking and avoiding on-street congestion.
- Applicant was asked to work with code enforcement to move forward with annexation process.
- Applicant will return in approximately 1–2 months with final drawings after property closing.

C. Request for information regarding the expansion of Main Street and impacts on property owners Evelyn and Neil Vila. (Not Present - Tabled)

D. Provide data (City of Ingram) and approve engagement for the 2025 audit with Don Almond, CPA.

- This is the annual auditor engagement. Council acknowledged the need to authorize providing data in accordance with the engagement letter.

MOTION: Council Member Ray Howard made motion to approve the engagement of Don Almond, CPA, and to provide the necessary data for completion of the 2025 audit.

SECONDED: Second was made

VOTE: All in favor – MOTION CARRIED

E. Fund an Easter Egg Hunt at the City of Ingram Park on Saturday, April 4, 2026, 9:00 a.m. – 11:00 a.m., using HOT funds, budget \$350.

- Event to be held at City Park.
- Question raised whether **HOT funds** can be used: response in discussion indicated **yes**, as it brings people into the city.

MOTION: To approve funding the Easter Egg Hunt on April 4, 2026, using HOT funds with a budget of \$350 made by Council Member Ray Howard

SECONDED: Second was made

VOTE: All in favor – MOTION CARRIED

- F. Direct privately donated funds to help in Flood Recovery to help with relocation expenses for Riverside RV Park residents.

MOTION: Motion made by Council Member Ray Howard to coordinate a draft contract with Annie's Helping Hands to administer the relocation grant program, for City Council consideration.

SECONDED: A second was made

VOTE: All in favor – MOTION CARRIED

- G. Annexation as requested by Glenn White / Beaver Road LLC – Beaver Falls Resort Community.

- Property: Approximately 52.98 acres on Beaver Road
- Project: Development of a Class A motor coach community:
 1. 85 Class A motor coach home sites (each with site-built homes plus coach parking).
 2. 31 overnight RV sites.
- All units located out of floodway/floodplain:
 1. Developer stated the floodway is about 10 feet below their bank and referenced FEMA mapping on the plat.
- Annexation motive: To access city sewer; project plans to bore under the river to connect to existing Ingram sewer lines, which ultimately discharge toward Kerrville.
- Developer commitments and expectations:
 1. Significant upgrade to Aqua water system on the far side of the river, at developer's expense.
 2. Estimated addition of \$75–\$100 million in tax base when fully built out.
 3. Expected additional ~\$300,000/year in city tax revenue (based on ~\$1M average per lot/home and current tax rate).
 4. Infrastructure: Asphalt roads with concrete curbs, underground utilities (water, sewer, electric).
 5. Ownership structure: Condominium regime with fee-simple interest per unit plus shared ownership and maintenance of common areas (condo association).
- Council discussion:
 1. Compared concept to Buckhorn and RV communities in Fredericksburg (Archway).

2. Raised questions about:

- Sewer capacity and impact on the lift station and downstream lines (Kerrville system).
- Environmental studies (three environmental studies required; not yet complete).
- Confirmation that none of the projects are in the floodplain/floodway.
- Coordination and support from Aqua and the County.

3. Developers reported:

- Ongoing discussions with Kerrville regarding lift station capacity.
- Meetings with Aqua; Aqua is on board and considering integration with their system.
- A new public water system will be built; possible extensions to help Aqua's overall system.

MOTION: Council Member Ray Howard made a motion to approve the annexation request by Glenn White / Beaver Road LLC for the Beaver Falls Resort Community (230 Beaver Road, approximately 52.96 acres as legally described).

SECONDED: Rocky Hawkins

VOTE: All in favor – MOTION CARRIED

H. Approval of transferring \$400,000 from the general account to savings.

- Target is an interest-bearing account (money market or similar).
- Transfer will bring total savings to approximately \$1,000,000.
- Mayor noted: Cars are paid for, land is paid for; only major unpaid obligation is the sewer system.

MOTION: To transfer \$400,000 from the General Fund to savings (interest-bearing account).

Made by: Ray Howard

SECONDED: Rocky Hawkins

VOTE: All in favor – MOTION CARRIED

I. Consideration and possible action on Resolution No. 2026-007 authorizing application for a COPS (Community Oriented Policing) grant to fund two police officers for two years presented by Chief Dustin Breshears.

- The grant will fund two officers for two years at 75% of cost.
- City is responsible for 25% match.
- Resolution required as part of the grant application.

MOTION: Council Member Ray Howard To approve Resolution No. 2026-007, authorizing the City’s application for funds to pay for two police officers for two years, with grant funding 75% and City funding 25%.

SECONDED: Rocky Hawkins

VOTE: All in favor – MOTION CARRIED

J. Consideration and possible action on Resolution No. 2026-009, accepting findings of a civil engineering firm regarding the location of certain property within FEMA-designated floodplain **and floodway**, for purposes of the City’s **Flood Damage Prevention Ordinance**.

- Council reviewed the **floodplain/floodway map** showing subject property.
- It was noted that Council had previously addressed similar matters but needs to act again via formal resolution.

MOTION: Motion made by Council Member Ray Howard to approve Resolution No. 2026-009, accepting the FEMA-designated floodplain and floodway findings of the civil engineering firm for the subject property, for purposes of the City’s Flood Damage Prevention Ordinance, and related matters.

SECONDED: Second was made.

VOTE: All in favor – MOTION CARRIED

K. Consideration and possible action on a resolution authorizing submission of a Texas Community Block Grant application to the Texas Department of Agriculture (TDA) for the 2026 Downtown Revitalization Program, designating the downtown area, committing the required non-state matching funds (once secured), and approving related matters.

- The City is pursuing a TDA Downtown Revitalization grant for approximately \$1,000,000.
- To apply, the City must designate the “downtown” area (no zoning change—designation only).
- Exhibit A defines “downtown” as:
 1. From Hill Country Arts Foundation to the Wells Fargo building on Highway 39/27.
 2. Includes Old Ingram Loop.
 3. Extends along Highway 27 to the area near the grocery/shopping center (“holding and grocery” area).
- Planned eligible improvements may include:

1. Lighting (street/area lighting).

2. Landscaping and other beautification.
3. Other infrastructure allowed by program rules.

- Matching funds:

1. Grant requires \$45,000 in non-state matching funds for a \$1,000,000 request.
2. Staff believe matching funds can be secured (from outside sources or city; to be finalized).
3. A special meeting will likely be required to approve the specific matching funds resolution before submission.

- Discussion:

1. Council emphasized concern about ongoing electricity costs from prior lighting projects.
2. Christina noted they are exploring solar lighting options to reduce long-term electrical costs.
3. Designation of downtown does not impose zoning or use restrictions; it simply defines the area where grant funds may be applied.
4. A special meeting will be scheduled to finalize matching-fund approval once secured.

MOTION: Motion made by Council Member Ray Howard to designate the downtown area as set forth in Exhibit A of the proposed resolution, for the purpose of applying for the Texas Department of Agriculture 2026 Downtown Revitalization Program grant and related improvements.

SECONDED: [Second was made but not audible on recording.]

VOTE: All in favor – MOTION CARRIED

5. ORDINANCES AND RESOLUTIONS

- Resolution No. 2026-007 authorizing application for a COPS (Community Oriented Policing)
- Resolution: Downtown Designation – Texas Community Block Grant (2026 Downtown Revitalization Program)
- Resolution No. 2026-009, accepting the FEMA-designated floodplain and floodway findings of the civil engineering firm for the subject property, for purposes of the City’s Flood Damage Prevention Ordinance, and related matters.

6. STAFF REPORTS

Police Department – Chief Dustin Breshears

Chief Dustin Breshears reported:

- New Lieutenant Hired:
 - Name: John Overstreet.
 - Background: Retired Bexar County Fire Marshal with 36+ years of law enforcement experience.
 - Role: Assisting with administrative tasks, freeing the Chief to address other priorities.
- Activity Since Last Meeting:
 - 334 traffic stops.
 - 81 arrests.
 - 58 deportations.
- Case Backlog Reduction:
 - When Chief took office in September, there were 491 open investigations.
 - Now reduced to 5 open investigations.
 - Remaining 5 are at DPS/UPD lab pending evidence processing.

Chief thanked the Council for its continued support.

Code Enforcement / Public Works – Stuart Gross

- Code Enforcement:
 - Completed two abatements recently; both costs borne by homeowners (arranged ahead of time) so the City was not left with expenses.
 - Ongoing efforts to remove inoperable vehicles from easements; another such vehicle was recently towed with police support.
 - Community has been cooperative, maintaining properties and reporting problems.

- **Public Works:**
 - Public works operations “coming together nicely.”
 - Expecting three state hires to start next week.
 - Plan to split into two teams:
 - Road team (streets, road repair, low water crossings, etc.).
 - Brush/grounds team (brush chipping, landscaping, City Hall grounds, etc.), able to cross-support as needed.
 - Next major projects:
 - Riverview repair – targeted for completion this week, weather and logistics permitting.
 - Low-water crossing – to follow Riverview repair.
- **Park Fundraiser Request:**
 - A citizen requested use of the City Park on May 2 for a fundraiser for a local resident with heart failure.
 - They requested to use the park at no cost (no use of kitchen facilities; park use only).
 - Stuart brought this request to Council for consideration; consensus in discussion was supportive, but no explicit formal vote was made.
- Mayor Jordan publicly thanked Stuart for personally responding on a Sunday to clean and sanitize a park restroom following a complaint, highlighting his dedication.

Administration & Finance – Jacqueline Grubb

- **Vendor Payments & Attorneys:**
 - All vendor processing and check payments are current.
 - Attorneys have been updated.
 - No known overdue vendor requests.
- **Financial Status (through February):**
 - Monthly summaries in council packets cover up to February.
 - Expenses are “equal and clean.”
 - The City is currently making slightly more than it is spending each month, building a modest cushion.
 - This cushion will help offset higher expenses and lower revenue later in the year.
- **Staffing & Cross-Training:**
 - New staff members have been added and are in training.
 - Goal: allow staff to cover for each other so that absences (e.g., surgery or emergencies) do not disrupt operations.
- **Process & Project Management:**
 - The office has implemented Monday.com for task and workflow tracking.
 - Would like to provide Council with visibility into activities by department (who is doing what, when, where, and why) once fully implemented.

7. ITEMS FOR FUTURE AGENDAS

- Special meeting to approve matching funds for the TDA downtown revitalization grant.
 - Continued discussion/updates on:
 - Riverview repairs.
 - Low-water crossing project.
 - Main Street expansion impacts (Evelyn and Neil Vila item was tabled).
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8. EXECUTIVE SESSION

Pursuant to Section 551.071, Texas Government Code- under Section 551.074 (personnel/officers) discussion of personnel issues and possible action in open session regarding same.

9. OPEN SESSION:

Reconvened at 7:42 PM

Action following executive session:

- Council Member Ray Howard made a motion approve Resolution No. 2026-007 – Employment Agreement with Chief Breshears. The motion was 2nd and a vote was passed unanimously.
- A motion was made by Council Member Ray Howard to sign a 3-year employment agreement with Jacqueline Grubb reassigning her to the position of City Secretary and agreeing to a basic list of job responsibilities, training, and support. This motion was seconded and passed unanimously.

ADJOURNMENT

The motion was made to adjourn, was seconded and passed unanimously at 7:44 PM.

