

# CITY OF INGRAM

## CITY COUNCIL MEETING

### Special Meeting & Budget Workshop

Monday, July 23, 2026 – 6:00 PM

Ingram City Hall, 226 Hwy 39

Ingram, Texas

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#### ACCESSIBILITY NOTICE

The meeting facility is wheelchair accessible, and accessible parking spaces are provided. Requests for accommodation or interpretive services must be made to the City Secretary at least 48 hours prior to the meeting. Please contact the City Secretary's Office at (830) 367-5115 Option 0 for additional information.

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#### CALL TO ORDER

The Special Meeting of the City Council of the City of Ingram, Texas, was called to order by Mayor Claud B. Jordan, Jr. at 6:00 p.m.

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#### INVOCATION / PRAYER

A prayer was offered by Mayor Claud B. Jordan, Jr.

#### ROLL CALL

##### **Presiding Officer:**

Mayor Claud B. Jordan, Jr.

##### **Council Members Absent:**

Council Member Ray Howard

Council Member Brandon Dechert

##### **Council Members Present:**

Mayor Pro Tem Rocky Hawkins

Council Member Robert Kimbrough

Council Member Christopher McLachlan

##### **City Staff Present:**

- City Secretary
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## 1. ANNOUNCEMENTS OF COMMUNITY INTEREST

No announcements were made.

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## 2. VISITORS / CITIZENS FORUM

Each speaker will be limited to three (3) minutes. Speakers must state their name and city of residence for the record. Comments must be directed to the Council as a body. No action may be taken on items not posted on the agenda. The Mayor may adjust time limits based on the number of speakers.

None.

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## 3. CONSENT AGENDA

All items listed under the Consent Agenda are considered routine and may be enacted by one motion. There will be no separate discussion of these items unless requested by a Council Member, in which event the item will be removed from the Consent Agenda and considered separately.

None.

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## 4. CONSIDERATION AND POSSIBLE ACTION

**Agenda Item 1:** Presentation and consideration of the Mayor's Declaration of Local State of Disaster Emergency for the City of Ingram due to flooding, and possible action to accept, ratify, and/or extend the declaration.

Mayor Jordan presented his Declaration of Local State of Disaster Emergency for the City of Ingram, executed July 16, 2026, at 11:00 A.M., pursuant to Section 418.108 of the Texas Government Code (Texas Disaster Act of 1975). The declaration recites that the City of Ingram experienced extraordinarily heavy rainfall resulting in severe flooding, flash flooding, rising water, saturated ground conditions, damage to public and private structures, hazardous roadways, and threats to public health and safety; declares a local state of disaster effective immediately; activates the City's emergency management plan; directs City departments, officers, employees, emergency service providers, and volunteers to take all lawful emergency actions necessary to protect life and

property, including closing streets, parks, and other public facilities as necessary, establishing barricades and traffic-control measures, evacuating threatened areas when appropriate, and procuring emergency equipment, supplies, labor, and services; directs coordination with the County Judge, the Kerr County Office of Emergency Management, the Texas Division of Emergency Management, and other appropriate governmental agencies; authorizes suspension of standard City purchasing procedures, to the extent allowed by law, to procure emergency goods, services, equipment, and labor; authorizes the City to seek all available local, state, and federal disaster assistance, reimbursement, grants, and other emergency funding; and provides that the declaration continues for not more than seven days unless continued or renewed by the City Council, with prompt public notice and filing with the City Secretary, and that the Council shall convene as soon as practicable to ratify, continue, modify, or terminate the declaration.

MOTION: A motion was made to ratify the Declaration of Local State of Disaster Emergency.

SECOND: ☐ Hawkins ☐ Kimbrough ☐ Howard ☐ Dechert ☐ McLachlan

RESULT: X Carries ☐ Failed ☐ Tabled

## **Agenda Item 2: Consideration and possible action on a budget amendment to the Fiscal Year 2025-2026 budget.**

The Council received a presentation on a proposed citywide budget amendment from Assistant City Secretary Melissa Wagner. Ms. Wagner emphasized that the amendment does not request additional funds, but reallocates already-budgeted amounts among departmental line items to bring actual spending back into line with the adopted budget, consistent with best practices.

- One item was highlighted as an example in the Police Department Budget: the item was budgeted at approximately \$1,600 for the year but actual spending was approximately \$83,000; this was caused by budgeted items appearing in other departmental budgets. This budget process corrects these types of issues.
  - Ms. Wagner noted that proper budgeting practices require expenses be budgeted directly within the appropriate department with supporting departments reimbursing other departments separately to create these types of budget balances moving forward.

### **Additional Examples:**

- A Non-Departmental account within the General Fund included more than \$100,000 carried over from a prior grant that should have been recorded in the Grant Fund rather than the General Fund; this amount had not been spent during the current year and was reallocated to help cover other departments' overages.

- Public Works training-related line items were reported under budget, allowing funds to be reallocated to cover overages elsewhere.
- Municipal Court was reported under budget.
- Administration was reported approximately \$82,000 over budget, attributed to payroll not having been calculated accurately throughout the year and one staff position that had been left off payroll entirely.
- Finance was reported approximately \$43,000 under budget.
- Ms. Wagner explained that the amendment distributed already-budgeted dollars among line items to bring the City into compliance with state budget-law requirements, and will help the City more accurately build its Fiscal Year 2026-2027 budget based on actual Fiscal Year 2025-2026 spending.

MOTION: A motion was made to approve moving budgeted funds to cover the Police Department's computer-systems line-item overage.

SECOND: A second was made.

RESULT: ☒ Carries ☐ Failed ☐ Tabled

MOTION: A motion was made to approve the broader General Fund budget amendment/reallocation discussed above, covering the Non-Departmental, Public Works, Municipal Court, Administration, and Finance line items (mover not clearly attributable on the recording).

SECOND: A second was made to accept the Budget Amendment/Reallocation as discussed.

RESULT: ☒ Carries ☐ Failed ☐ Tabled

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## 5. ORDINANCES AND RESOLUTIONS

None presented at this meeting.

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## 6. STAFF REPORTS

No separate staff reports were presented at this meeting; the budget presentation is reflected under Agenda Item 2 above.

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## 7. ITEMS FOR FUTURE AGENDAS

None discussed at this meeting.

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## 8. EXECUTIVE SESSION

The City Council may convene in Executive Session in accordance with the Texas Open Meetings Act (Texas Government Code, Chapter 551) to deliberate matters authorized under applicable provisions, which may include consultation with the City Attorney (551.071), real property negotiations (551.072), prospective gifts (551.073), personnel matters (551.074), security devices or procedures (551.076), economic development negotiations (551.087), and cybersecurity matters (551.089).

The Council convened in Executive Session at 6:23 P.M. for consultation with the City Attorney.

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## 9. OPEN SESSION:

Upon reconvening in Open Session, the City Secretary reported that the City had met with the City Attorney during Executive Session and received updates; no further detail on the substance of that consultation was stated on the recording.

Following discussion with the City Attorney, the matter of a temporary suspension of certain Public Information Act response deadlines (up to fourteen days) was understood to be available to the City under Texas law during the declared disaster. This suspension allows the staff to focus on recovery during this critical period.

**MOTION:** A motion was made to approve a request to suspend allowed Public Information Act responses for a period of 14 days.

**SECOND:** A second was made to accept the Budget Amendment/Reallocation as discussed and voted through unanimously.

**RESULT:** ☒ Carries ☐ Failed ☐ Tabled

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## ADJOURNMENT:

**MOTION:** A motion was made to adjourn at 6:59 PM

**SECOND:** ☐ Hawkins ☐ Kimbrough ☐ Howard ☐ Dechert ☐ McLachlan

**RESULT:** X Carries ☐ Failed ☐ Tabled

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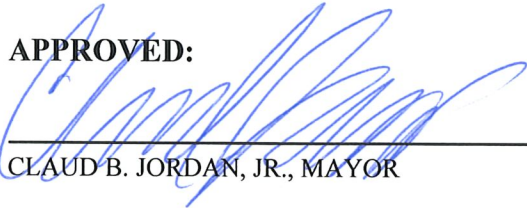
APPROVAL OF MINUTES

These minutes were approved by the City Council of the City of Ingram, Texas, on

September 28, 2026.

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**APPROVED:**



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CLAUD B. JORDAN, JR., MAYOR

**ATTEST:**



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JACQUELINE GRUBB, CITY SECRETARY