

**CITY OF INGLESIDE
REGULAR CITY COUNCIL MEETING
AGENDA
AUGUST 26, 2025
6:30 PM**

Notice is hereby given that the Ingleside City Council will hold a Regular City Council Meeting on August 26, 2025, at 6:30 PM. The Meeting will be held in person at City Hall, 2671 San Angelo Street, Ingleside, Texas. Members of the public can view the meeting via live stream at <https://inglesidetx.gov/>.

With respect to any subject matter set forth below, the City Council may take action, unless otherwise expressly indicated with respect to any particular subject matter.

Opening Agenda

1. Call Meeting to Order.
2. Roll Call.
3. Invocation.
4. Pledge of Allegiance.
5. Citizen Comments and Reports.
Persons wishing to address the Council and who have registered using the Citizen Participation Form will have up to three minutes to speak. In accordance with the Open Meetings Act, Council may not discuss or take action on any item that has not been posted on the agenda. While civil public criticism is not prohibited; disorderly conduct or disturbance of the peace as prohibited by law shall be cause for the chair to terminate the offender's time to speak.
6. Staff Comments and Reports.
The Council may discuss any subject which is specifically listed under this item.
 - a. Council Comments and Reports.
 - b. Announcements of Community Interest and/or upcoming events.
 - c. City of Ingleside monthly financial report as of July 2025.
 - d. City of Ingleside expenditures paid over \$3,000.00 for the period of July 2025.

Presentations

7. Proclamation to recognize August 21-27, 2025, as Jean Joyce Week.

Consent Agenda

All consent agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of the items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

8. Deliberate and take appropriate action on the Regular Meeting Minutes of August 12, 2025, and Special Meeting Minutes of August 19, 2025.

Public Hearing

The City Council shall call a public hearing on each item below in this section. Any person wishing to address the City Council on these items should please come forward when that public hearing is called.

Regular Agenda

9. Deliberate and take appropriate action authorizing the purchase of the Meridia Board and Council Voting System using BuyBoard Purchasing Cooperative for City Council.
10. Deliberate and take appropriate action to authorize the City Manager to negotiate and enter into a contract with Terracon Consultants, Inc for material testing for the Wastewater Treatment Plant Project.
11. Deliberate and take appropriate action on a Resolution of the City Council of the City of Ingleside, Texas, authorizing the City Manager to execute the Interlocal Agreement for 9-1-1 Public Safety Answering Point Services with the Coastal Bend Council of Governments.
12. Deliberate and take appropriate action on awarding a proposal for the purchase and installation of a backup electrical generator at the City of Ingleside Public Library.
13. Deliberate and take appropriate action on awarding a proposal for the purchase and installation of a backup electrical generator at the City of Ingleside Municipal Court.
14. Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Parks and Recreation Department for the Zombie Walk and Trick or Treat Trail at Live Oak Park on October 25, 2025, from 5 PM – 7 PM, and the closure of the loop around Live Oak Park during the event.
15. Deliberate and take appropriate action on the Special Event Permit application submitted by the City of Ingleside Parks & Recreation Department for the annual Christmas Parade event to be held on December 5, 2025.
16. Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Parks & Recreation Department for the annual Christmas Tree Lighting Event to be held on December 5, 2025.
17. Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Parks and Recreation Department for a Cinco De Mayo/ 75th Anniversary Parade to be held on May 2, 2026.
18. Deliberate and take appropriate action on the Special Event Permit application submitted by the City of Ingleside Parks and Recreation Department for the Cinco De Mayo / 75th anniversary festival on May 1-2, 2026.
19. Deliberate and take appropriate action on the Hotel Motel Tax Fund Application for the

Ingleside Christmas Parade-Tree Lighting Event and Breakfast with Santa in the amount of \$61,640.89 for the event to be held on December 5-6, 2025.

20. Deliberate and take appropriate action on the Hotel Motel Tax Fund Application for the Ingleside 75th Anniversary / Cinco de Mayo Celebration in the amount of \$107,300 for the City of Ingleside event to be held on May 1st and 2nd, 2026.

Executive Session

21. Closed Session

City Council will meet in Closed Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 - Personnel Matters: City Manager Annual Evaluation.

22. Open Session

City Council will meet in Open Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 - Personnel Matters: City Manager Annual Evaluation.

Closing Agenda

23. Items to consider for placement on future agendas.

24. Adjourn.

Special Accommodations

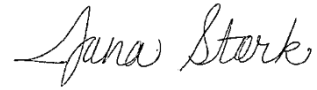
This facility is wheelchair accessible and there are special parking spaces near the main entrance. Request for accommodations or special services must be made 48 hours prior to this meeting. Please contact City Secretary's Office at (361) 776-2517 or Fax (361) 776-1027 or email citycouncilquestions@inglesidetx.gov for further information.

With respect to any subject matter listed on this agenda, the City Council may meet in Closed Executive Session, if and to the extent allowed by Chapter 551 of the Texas Government Code, including, but not limited to, any of the following sections of Chapter 551: Section 551.071 Consultations with Attorney, Section 551.072 Deliberation about Real Property, Section 551.073 Deliberation regarding Prospective Gift, Section 551.074 Personnel Matters, Section 551.087 Deliberation regarding Economic Development Negotiations, and Section 551.089 Deliberation regarding Security Devices Or Security Audits.

Certification

I, Jana Stork, certify that the above notice of this Regular Meeting of the City Council was posted on the City Hall

bulletin board at 2671 San Angelo Street, Ingleside, Texas on August 22, 2025 by 9:00 a.m.



Jana Stork, City Secretary

This public notice was removed from the official posting board at the Ingleside City Hall on the following:

Date: _____

Time: _____

By: _____

City Secretary's Office
City of Ingleside, Texas

CITY COUNCIL AGENDA
Regular Meeting: August 26, 2025

AGENDA ITEM: 6.a

Council Comments and Reports.

SUBMITTED BY: Jana Stork, City Secretary

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

City Council may discuss any subject under this item.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Information purposes only.

ATTACHMENTS:

None

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 6.b

Announcements of Community Interest and/or upcoming events.

SUBMITTED BY: Jana Stork, City Secretary

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

1. Ingleside Public Library Tutoring, Mondays and Saturdays
 2. Ingleside Public Library Children Programs, Beginning the week of August 18, 2025
 3. Toddler Time, August 28, 2025
 4. Smoke Showdown BBQ Cook-Off, August 29 & 30, 2025
 5. Vendors Market, August 30, 2025
 6. Teen Manhunt, August 30, 2025
 7. Ingleside Public Library Crochet for Beginners, Monday's beginning September 08, 2025
 8. 9/11 Ceremony, September 11, 2025
 9. Ingleside Parks & Recreation TikTok Made Me Do It, September 13, 2025
 10. Book Club, 3rd Tuesday of the Month, beginning September 16, 2025
-

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

For information purposes only.

ATTACHMENTS:

1. 2025, 08-26 Community Events v2

DOES YOUR CHILD NEED TUTORING IN:

**MATH?
READING?
OR
ENGLISH?**

If so, come to the Ingleside Public Library

Mondays = 4:00-6:00 PM

&

Saturdays = 9:00 - 11:00 AM

for more information call 361-776-5355

CHILDREN PROGRAMS

Begins the week of August 18th, 2025

**AFTER SCHOOL PROGRAM
TUESDAYS 3:45 till 5:00P**

**GAME DAY
WEDNESDAYS 4:00 till 5:30P**

**5&UNDER
FRIDAYS 9:30 till 10:30P**

at the Ingleside Public Library

CITY OF INGLESIDE
PARKS AND RECREATION

A collection of colorful stars and exclamation marks in teal, pink, orange, and purple, scattered around the top of the page.

TODDLER

A collection of colorful stars and exclamation marks in purple, teal, pink, and orange, scattered around the middle of the page.

TIME

August 28

9:00 AM – 11:00 AM

A collection of colorful stars and exclamation marks in orange, pink, and purple, scattered around the bottom of the page.

HUMBLE YOUTH CENTER
2821 MAIN ST. INGLESIDE, TX

OPEN TO AGES 5 YEARS AND UNDER ONLY

Ingleside Chamber of Commerce Presents

SMOKE SHOWDOWN

BARBECUE COOK-OFF

AUGUST 29TH & 30TH

1944 PARKVIEW PLACE - LIVE OAK PARK INGLESIDE, TX 78362

GUARANTEED 80%

PAYOUT

CHICKEN RIBS BRISKET PORK

Friday Jackpots

\$25 Cook's Choice - Turn in 8pm

\$25 Margaritas - Turn in 7pm

Saturday Jackpot

\$25 Beans - Turn in 11am

CHICKEN - NOON

RIBS - 1PM

PORK BUTT - 2PM

BRISKET - 3PM

PART OF THE
PROCEEDS
WILL GO TO OUR
LOCAL FOOD BANK

TEAM ENTRY FEE

\$250

4 MEATS

COOKS MEETING AT 6PM ON FRIDAY AUGUST 29TH

SCAN QR CODE TO
REGISTER



CHAMPIONS
BARBECUE ALLIANCE

FOR MORE INFO

CALL OR TEXT 832-597-5902

INGLESIDE
CHAMBER OF COMMERCE
AND VISITORS CENTER

Ingleside Parks and Recreation

vendors market

August 30, 2025
11AM-2PM

N.O. Simmons Park
2867 Ave J. Ingleside, TX 78362



INGLESIDE PARKS AND RECREATION

TEEN MANHUNT

**30
AUGUST**



8:00pm - 10:00pm

Ages 12-15 yrs.

Bring plenty of water

Tennis Shoes & Dark attire to stay hidden

Meet at the picnic table by restroom

1874 PORT AVE., INGLESIDE TX



FREE CROCHET FOR BEGINNERS

Come to the

Ingleside Public Library

Beginning

September 8th, 2025

on

Monday's

4:30 - 5:30 PM

Contact the Library at 361-776-5355 for information



9/11 REMEMBRANCE CEREMONY
SEPTEMBER 11, 2025
8:00AM | INGLESIDE FIRE DEPARTMENT
HONOR GUARD PRESENT COLORS | OPENING PRAYER
SPEECH | RINGING OF THE BELL | CLOSING PRAYER



INGLESIDE PARKS AND RECREATION

TikTok made me do it



JOIN US AS WE RECREATE TRENDING DIYS
THAT WE'VE ALL SEEN ON OUR FYP

\$15 PER CLASS - AGES 12-18
SATURDAYS | 10AM

One Page at a Time

3rd Tuesday of the Month

1:30p

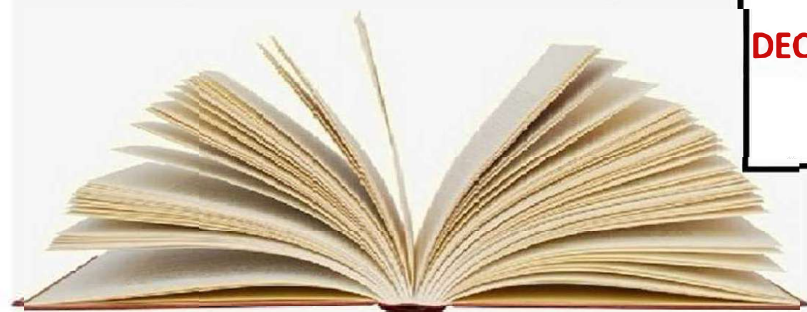
**612 Sandpiper,
Ingleside on the Bay**

SEPT 16th: The Mysterious Bakery Rue de Paris by Evie Woods
Edie left everything behind in Ireland for her dream job at a bakery in Paris. Except the bakery isn't in Paris – and neither is Edie.

OCT 21st: Frozen River by Ariel Lawton
A gripping historical mystery based on the real-life diary entries of Martha Ballard, an 18th-century midwife who defied the legal system and wrote herself into American history.

NOV 18th: Mad Honey by Jody Picoult & Jennifer Boylan
Olivia McAfee knows what it feels like to start over. Her picture-perfect life—living in Boston, married to a brilliant cardiothoracic surgeon, raising their beautiful son, Asher—was upended when her husband revealed a darker side.

DEC 16th: Happy Place by Emily Place
Harriet and Wyn have been the perfect couple since they met in college—they go together like salt and pepper, honey and tea, lobster and rolls. Except, now—for reasons they're still not discussing—they don't.



Book Club

**For more information Please call: GELINDA 972-463-0310
Or Ingleside Public Library: 361-775-5355**

CITY COUNCIL AGENDA
Regular Meeting: August 26, 2025

AGENDA ITEM: 6.c

City of Ingleside monthly financial report as of July 2025.

SUBMITTED BY: Luis Rios, Director of Finance

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Monthly financial report ending July 31, 2025.

FISCAL ANALYSIS:

FY2025 See attachments for the month listed above: A.1; A.2; B1 and C.1.

FY2025 The July 2025 Council Discretionary Funds account balance is \$115,142.25

RECOMMENDATION:

For Information purposes only.

ATTACHMENTS:

1. FINANCIALS 07 2025.



Monthly Financial Report to City Council August 26, 2025

Finance Department
Submitted by: Priscilla Solis

	Page
A.) Statement of Revenues and Expenditures through July 2025 (Preliminary)	
1.) Summary By Fund	A.1
2.) Income Statement	A.2
 B.) Monthly Portfolio Report -June 30, 2025	 B.1
Total Value - June 30, 2025	\$ 91,656,567.56
Total Value - May 31, 2025	\$ 74,074,113.98
Net Change	\$ 17,582,453.58
 C.) Cash Basis Sales Tax Collections through July 2025	 C.1
FYD - Total	\$ 4,222,681.77 (Gross 10 months 100%)
Budgeted - Total	\$ 3,150,000.00 Remaining to Collect:
Difference Budget vs. Received	\$ (1,072,681.77) -34.05%
 D.) FY24 General Fund Tax Roll Collection through July 2025	
FYD - Total	\$ 10,160,913.28
Budgeted - Total	\$ 14,119,720.00 Remaining to Collect:
Difference Budget vs. Received	\$ 3,958,806.72 28.04%



Fund Balance Report

As Of 07/31/2025

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
10 - GENERAL FUND	16,196,189.85	18,230,868.90	16,060,923.12	18,366,135.63
14 - HOUGHTON REHABILITATION	2,010,954.29	53,774.59	0.00	2,064,728.88
18 - COVE PARK TOURISM FUND	201,951.77	16,497.83	106,071.42	112,378.18
19 - HURRICANE EMERGENCY	245,837.49	-241,777.49	0.00	4,060.00
21 - HOTEL-MOTEL FUND	1,432,244.88	253,879.61	257,930.67	1,428,193.82
23 - INGLESIDE DEVELOPMENT COR	2,510,752.58	650,505.07	305,499.25	2,855,758.40
24 - IDC PROMOTIONAL SALES TAX	413,197.84	63,721.37	42,955.69	433,963.52
25 - GENERAL FUND GRANTS	195,296.34	1,048,749.91	632,378.02	611,668.23
28 - INGLESIDE STREET MAINTENA	2,029,616.61	618,703.08	158,634.93	2,489,684.76
30 - GF CAPITAL PROJECTS FUND	2,371,767.15	3,263,108.83	1,692,731.11	3,942,144.87
31 - STREET RECONSTRUCTION	3,959.70	76.08	0.00	4,035.78
32 - GF VEHICLES & EQUIP>\$5K	4,094,132.80	1,418,384.42	1,964,443.28	3,548,073.94
40 - DEBT SERVICE FUND	1,731,080.49	4,775,504.75	4,965,957.21	1,540,628.03
50 - UTILITY FUND	78,304.57	5,809,711.67	4,879,349.88	1,008,666.36
51 - UF CAPITAL PROJECTS FUND	5,217,896.25	142,563.80	28,400.00	5,332,060.05
52 - UF VEHICLES & EQUIP>\$5K	-1,665,883.57	293,171.45	1,128.72	-1,373,840.84
54 - UTILITY IMPACT FEES	1,630,688.33	121,907.52	0.00	1,752,595.85
56 - WW TREATMENT PLANT-TWDB	2,047,736.39	888,074.97	0.00	2,935,811.36
57 - CO2024-CAPITAL BOND	0.00	10,158,297.82	0.00	10,158,297.82
60 - ASSET SEIZURES & FORFEIT.	60,902.82	1,390.50	0.00	62,293.32
Report Total:	40,806,626.58	47,567,114.68	31,096,403.30	57,277,337.96

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - GENERAL FUND	-5,632,830.00	-6,226,331.27	-902,365.82	2,169,945.78	-8,396,277.05
18 - COVE PARK TOURISM F...	10,000.00	10,000.00	0.00	-89,573.59	99,573.59
21 - HOTEL-MOTEL FUND	-165,800.00	-165,800.00	42,469.13	-4,051.06	-161,748.94
23 - INGLESIDE DEVELOPME...	167,908.00	-412,092.00	26,026.94	345,005.82	-757,097.82
24 - IDC PROMOTIONAL SALE...	-198,455.00	1,545.00	5,372.44	20,765.68	-19,220.68
28 - INGLESIDE STREET MAIN...	-550,000.00	-550,000.00	7,102.24	460,068.15	-1,010,068.15
30 - GF CAPITAL PROJECTS F...	-2,793,868.00	-3,513,868.00	50,228.89	1,570,377.72	-5,084,245.72
32 - GF VEHICLES & EQUIP>\$...	-1,253,313.00	-1,253,313.00	139,362.00	-546,058.86	-707,254.14
40 - DEBT SERVICE FUND	-380,010.00	-380,010.00	0.00	-190,452.46	-189,557.54
50 - UTILITY FUND	12,936.00	12,936.00	106,173.12	930,361.79	-917,425.79
51 - UF CAPITAL PROJECTS F...	91,860.00	91,860.00	6,250.00	114,163.80	-22,303.80
52 - UF VEHICLES & EQUIP>\$...	35,000.00	35,000.00	26,495.28	292,042.73	-257,042.73
54 - UTILITY IMPACT FEES	110,000.00	110,000.00	780.83	121,907.52	-11,907.52
56 - WW TREATMENT PLANT...	-3,801,250.00	-3,801,250.00	83,334.00	888,074.97	-4,689,324.97
57 - CO2024-CAPITAL BOND	0.00	0.00	0.00	10,158,297.82	-10,158,297.82
60 - ASSET SEIZURES & FORFE...	0.00	0.00	0.00	1,390.50	-1,390.50
Total Surplus (Deficit):	-14,347,822.00	-16,041,323.27	-408,770.95	16,242,266.31	

Portfolio Overview

Portfolio Summary

	Prior 31 May-25	Current 30 Jun-25
Par Value	74,104,388.93	91,682,729.56
Original Cost	74,076,488.93	91,654,829.56
Book Value	74,077,938.04	91,658,041.49
Market Value	74,074,113.93	91,656,567.56
Accrued Interest	3,840.28	8,631.94
Book Value Plus Accrued	74,081,778.32	91,666,673.43
Market Value Plus Accrued	74,077,954.21	91,665,199.50
Net Unrealized Gain/(Loss)	(3,824.11)	(1,473.93)

Income Summary

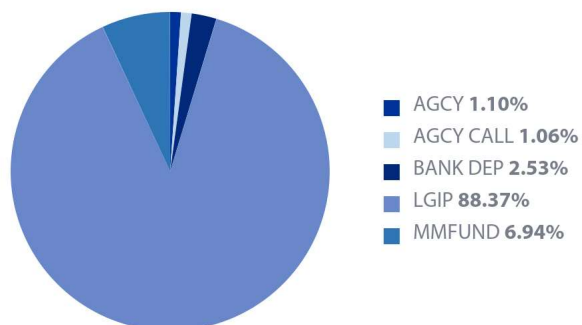
Current Period	1 Jun-25 to 30 Jun-25
Interest Income	264,997.24
Net Amortization/Accretion	1,762.82
Realized Gain/(Loss)	0.00
Net Income	266,760.06

Fiscal Year-to-Date	1 Oct-24 to 30 Jun-25
Net Income	1,228,243.89

Portfolio Characteristics

	Prior 31 May-25	Current 30 Jun-25
Yield to Maturity	4.146%	4.271%
Yield to Worst	4.146%	4.271%
Days to Final Maturity	11	9
Days to Effective Maturity	11	9
Duration	1.04	0.96

Asset Allocation

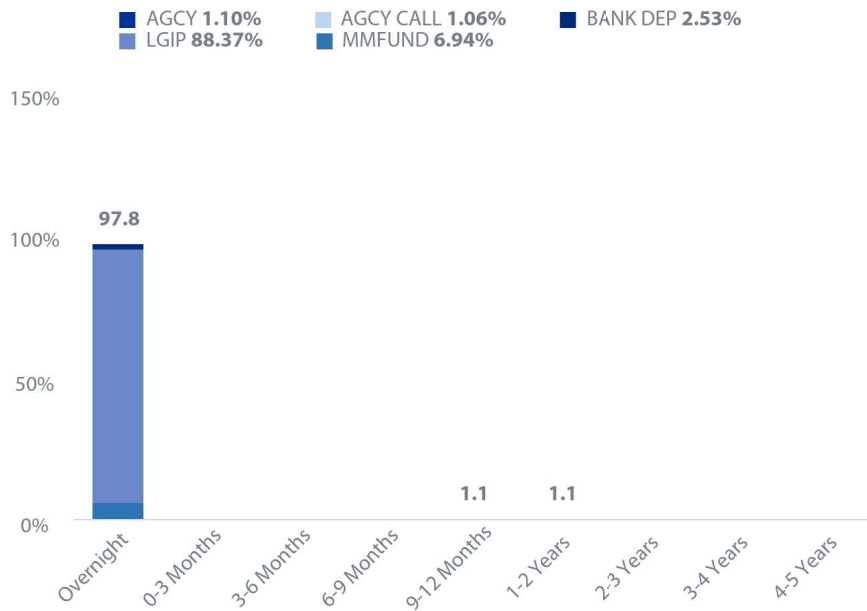


Transaction Summary

Transaction Type	Quantity	Principal	Interest	Total Amount	Realized Gain/Loss
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Portfolio Overview

Maturity Distribution by Security Type



Top Ten Holdings

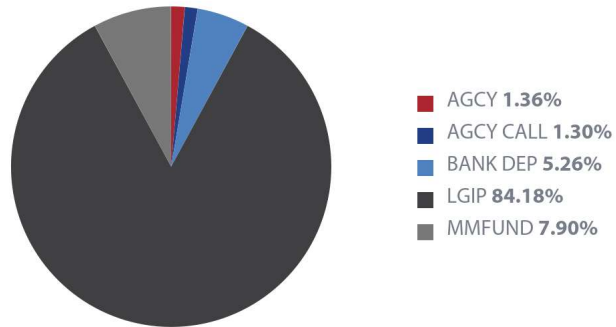
Issuer	Allocation
TEX PRIME	88.37%
Invesco	3.85%
MS	3.09%
FROST	2.00%
Federal Farm Credit Banks Funding Corporation	1.10%
Federal Home Loan Banks	1.06%
1STCOMMBK	0.53%

Maturity Distribution by Security Type

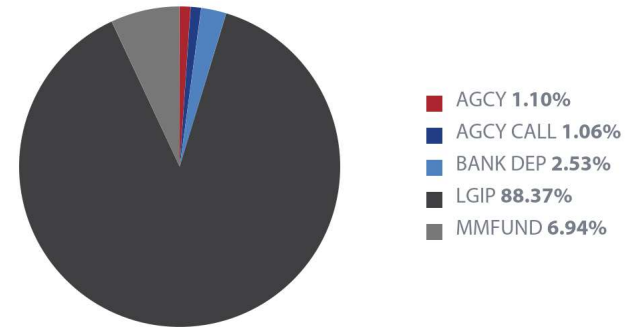
Security Type	Overnight	0-3 Months	3-6 Months	6-9 Months	9-12 Months	1-2 Years	2-3 Years	3-4 Years	4-5 Years	Portfolio Total
AGCY	--	--	--	--	1,006,923.11	--	--	--	--	1,006,923.11
AGCY CALL	--	--	--	--	--	968,388.82	--	--	--	968,388.82
BANK DEP	2,323,348.40	--	--	--	--	--	--	--	--	2,323,348.40
LGIP	80,994,878.25	--	--	--	--	--	--	--	--	80,994,878.25
MMFUND	6,364,502.91	--	--	--	--	--	--	--	--	6,364,502.91
Total	89,682,729.56	--	--	--	1,006,923.11	968,388.82	--	--	--	91,658,041.49

Asset Allocation

Asset Allocation by Security Type as of
31-May-2025



Asset Allocation by Security Type as of
30-Jun-2025

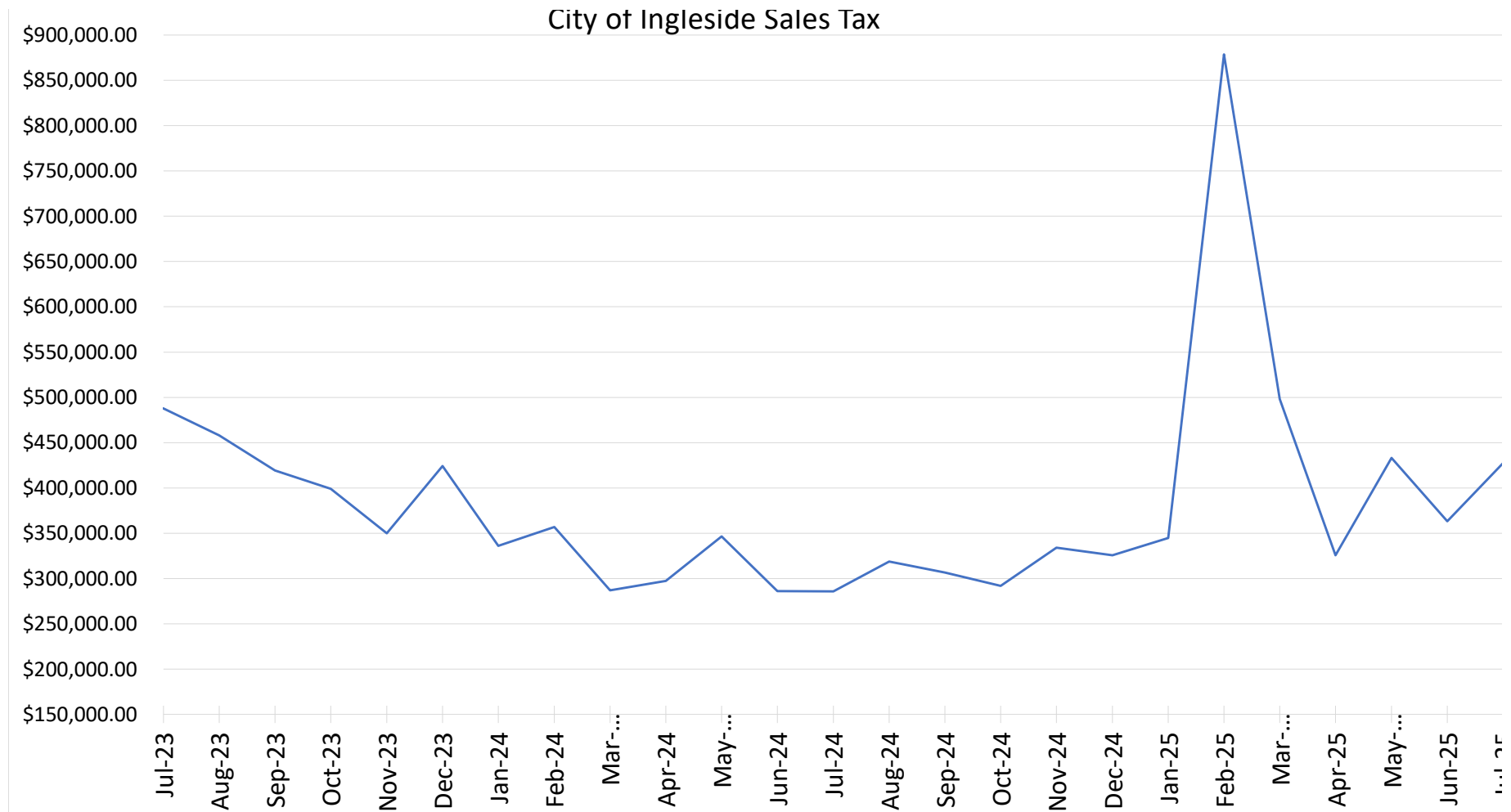


Book Value Basis Security Distribution

Security Type	Prior Balance 31-May-25	Prior Allocation 31-May-25	Change in Allocation	Current Balance 30-Jun-25	Current Allocation 30-Jun-25	Yield to Maturity
AGCY	1,007,538.23	1.36%	(0.26%)	1,006,923.11	1.10%	3.965%
AGCY CALL	966,010.88	1.30%	(0.25%)	968,388.82	1.06%	4.045%
BANK DEP	3,895,399.02	5.26%	(2.72%)	2,323,348.40	2.53%	0.042%
LGIP	62,359,040.49	84.18%	4.19%	80,994,878.25	88.37%	4.428%
MMFUND	5,849,949.42	7.90%	(0.95%)	6,364,502.91	6.94%	3.902%
Portfolio Total	74,077,938.04	100.00%		91,658,041.49	100.00%	4.271%

Fund Overview

Fund Name	Prior Book Value	Prior Market Value	Changes to Market Value	Current Book Value	Current Market Value	Net Income	Days to Final Mty	YTM	YTW
CO 2020 TX Water Dev Board	2,827,382.23	2,827,382.23	8,919.70	2,836,301.93	2,836,301.93	8,919.70	1	3.680%	3.680%
CO Series 2024	10,121,461.37	10,121,461.37	36,836.45	10,158,297.82	10,158,297.82	36,836.45	1	4.428%	4.428%
CO Series 2025	0.00	0.00	18,078,058.51	18,078,058.51	18,078,058.51	13,205.71	1	4.428%	4.428%
Debt Service	740,215.76	740,215.76	42,385.71	782,601.47	782,601.47	2,811.99	1	4.428%	4.428%
General	2,327,151.64	2,327,151.64	8,469.51	2,335,621.15	2,335,621.15	8,469.51	1	4.428%	4.428%
General Capital Projects	10,571,266.28	10,571,266.28	38,472.47	10,609,738.75	10,609,738.75	38,472.47	1	4.428%	4.428%
General Fund Grants	270,738.81	270,738.81	7.98	270,746.79	270,746.79	7.98	1	0.040%	0.040%
Hotel-Motel	1,341,891.77	1,341,891.77	1,546.30	1,343,438.07	1,343,438.07	4,879.30	1	4.428%	4.428%
Impact Fees	1,738,371.02	1,738,371.02	6,326.68	1,744,697.70	1,744,697.70	6,326.68	1	4.428%	4.428%
Ingleside Development	3,636,309.13	3,636,309.13	56,627.54	3,692,936.67	3,692,936.67	13,291.35	1	4.428%	4.428%
Ingleside Street Maintenance	2,825,195.47	2,825,195.47	56,077.14	2,881,272.61	2,881,272.61	10,343.89	1	4.428%	4.428%
Pooled Cash	32,551,375.63	32,547,551.52	(769,335.50)	31,779,689.95	31,778,216.02	105,133.89	23	4.103%	4.103%
Utility	4,961,277.15	4,961,277.15	18,056.25	4,979,333.40	4,979,333.40	18,056.25	1	4.428%	4.428%
Utility Capital Improvement	165,301.78	165,301.78	4.89	165,306.67	165,306.67	4.89	1	0.040%	0.040%
Total	74,077,938.04	74,074,113.93	17,582,453.63	91,658,041.49	91,656,567.56	266,760.06	9	4.271%	4.271%



CITY COUNCIL AGENDA
Regular Meeting: August 26, 2025

AGENDA ITEM: 6.d

City of Ingleside expenditures paid over \$3,000.00 for the period of July 2025.

SUBMITTED BY: Luis Rios, Director of Finance

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Purchases are in compliance with the Procurement Policy and Procedures. Purchase orders have been approved by the appropriate officials.

FISCAL ANALYSIS:

City of Ingleside expenditures paid over \$3,000.00 from 07/01/2025-07/31/2025
Total A/P Checks and Invoices totaling over \$3,000 - Amount: \$1,530,309.16

RECOMMENDATION:

For Information purposes only.

ATTACHMENTS:

1. OVER 3K REPORT 07012025-07312025



City of Ingleside, TX

Check Report

By Check Number

Date Range: 07/01/2025 - 07/31/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PCOP-POOLED CASH - OPERATING						
00159	TML INTERGOVERNMENT	07/01/2025	Bank Draft	0.00	137,587.02	691
00010	IRS	07/11/2025	Bank Draft	0.00	56,496.56	693
05364	AEP TEXAS INC.	07/02/2025	Regular	0.00	16,450.97	81848
05188	AT&T MOBILITY LLC	07/02/2025	Regular	0.00	6,160.18	81854
00035	BILL P. DENDY INC.	07/02/2025	Regular	0.00	3,568.18	81858
00411	COAST MATERIALS, INC.	07/02/2025	Regular	0.00	7,278.75	81871
06008	GONZALEZ, JR ARMANDO	07/02/2025	Regular	0.00	5,000.00	81882
05910	GREAT LAKES PETROLEUM CO	07/02/2025	Regular	0.00	7,773.09	81883
01614	KIEWIT OFFSHORE SERVICES, LTD.	07/02/2025	Regular	0.00	52,393.33	81887
05873	JORDAN STAFFING, LLC	07/02/2025	Regular	0.00	4,978.12	81888
05297	PRO-TOUCH CONTRACTORS, INC	07/02/2025	Regular	0.00	11,000.00	81898
05820	PROGRESSIVE STRUCTURES, INC.	07/02/2025	Regular	0.00	89,988.70	81899
00008	TYLER TECHNOLOGIES, INC.	07/02/2025	Regular	0.00	5,500.00	81909
00069	UNITED STATES POSTAL SERVICE	07/02/2025	Regular	0.00	5,250.00	81912
00401	CASCO INDUSTRIES INC.	07/08/2025	Regular	0.00	3,375.00	81925
03532	GEXA ENERGY, LP	07/08/2025	Regular	0.00	16,959.74	81935
05873	JORDAN STAFFING, LLC	07/08/2025	Regular	0.00	8,812.50	81938
03063	PATHMARK TRAFFIC PRODUCTS OF TEXAS, INC.	07/08/2025	Regular	0.00	7,192.30	81947
05483	PROGRESSIVE COMMERCIAL AQUATICS, INC	07/08/2025	Regular	0.00	3,995.00	81949
00054	SAN PATRICIO MUNICIPAL WATER DISTRICT	07/08/2025	Regular	0.00	90,519.00	81952
00432	VULCAN MATERIALS COMPANY	07/08/2025	Regular	0.00	8,879.11	81962
05188	AT&T MOBILITY LLC	07/25/2025	Regular	0.00	5,396.08	82002
05997	BIG WRECKLESS DREAMS LLC	07/25/2025	Regular	0.00	8,457.00	82005
00389	GT DISTRIBUTORS, INC.	07/25/2025	Regular	0.00	6,918.40	82017
03259	LEXIPOL, LLC	07/25/2025	Regular	0.00	15,695.42	82020
05881	MARTINEZ, THOMAS	07/25/2025	Regular	0.00	6,147.00	82023
05214	RAPIDSCALE INC.	07/25/2025	Regular	0.00	3,563.50	82028
00034	REPUBLIC SERVICES, INC.	07/25/2025	Regular	0.00	116,804.49	82029
03334	SIDDONS-MARTIN EMERGENCY GROUP	07/25/2025	Regular	0.00	3,089.03	82035
00169	TRI COUNTY EMERGENCY MEDICAL SERVICES, II	07/25/2025	Regular	0.00	20,292.60	82042
05379	WEX BANK	07/25/2025	Regular	0.00	6,862.93	82044
04760	AMAZON CAPITAL SERVICES, INC.	07/31/2025	Regular	0.00	6,507.89	82046
05321	BELL'S UNLIMITED SERVICES, INC.	07/31/2025	Regular	0.00	12,357.96	82051
04387	DAVIDSON TROILO REAM & GARZA	07/31/2025	Regular	0.00	33,705.73	82058
03930	ELITE COASTAL PROPERTIES	07/31/2025	Regular	0.00	10,000.00	82061
05230	ES OPCO USA, LLC.	07/31/2025	Regular	0.00	8,647.00	82062
05752	GMT SUPERIOR LUBE	07/31/2025	Regular	0.00	3,281.41	82064
05910	GREAT LAKES PETROLEUM CO	07/31/2025	Regular	0.00	3,248.73	82065
04295	HANSON PROFESSIONAL SERVICES, INC	07/31/2025	Regular	0.00	3,064.00	82067
05873	JORDAN STAFFING, LLC	07/31/2025	Regular	0.00	8,743.13	82072
05867	PARAGON MULTI FAMILY ROOFING, INC.	07/31/2025	Regular	0.00	521,742.85	82076
02679	SAN PATRICIO CO SHERIFF'S DEPT	07/31/2025	Regular	0.00	5,040.00	82081
00325	CARD SERVICE CENTER	07/18/2025	Bank Draft	0.00	28,591.51	DFT0000007
00010	IRS	07/25/2025	Bank Draft	0.00	7,521.48	DFT0000012
00010	IRS	07/25/2025	Bank Draft	0.00	19,962.37	DFT0000013
00010	IRS	07/25/2025	Bank Draft	0.00	32,160.54	DFT0000014
00011	TEXAS MUNICIPAL RETIREMENT SYSTEM	07/15/2025	Bank Draft	0.00	53,984.47	DFT0000015

Check Report**Date Range: 07/01/2025 - 07/31/2025****Vendor Number****Vendor Name****Payment Date****Payment Type****Discount Amount****Payment Amount****Number**

00011

TEXAS MUNICIPAL RETIREMENT SYSTEM

07/15/2025

Bank Draft

0.00

29,366.09

DFT0000016

Bank Code PCOP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	124	40	0.00	1,164,639.12
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	10	8	0.00	365,670.04
EFT's	0	0	0.00	0.00
	134	48	0.00	1,530,309.16

CITY COUNCIL AGENDA
Regular Meeting: August 26, 2025

AGENDA ITEM: 7

Proclamation to recognize August 21-27, 2025, as Jean Joyce Week.

SUBMITTED BY: Jana Stork, City Secretary

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

To recognize Jean Joyce as Ingleside Garden Club Member of Honor locally, and throughout the District, State, Region, and Nationally. Enriching the lives of the Ingleside community members due to tireless volunteer work, dedication, and being an exceptional example as a volunteer and advocate for our community.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Presentation Only.

ATTACHMENTS:

1. 2025, 08-27 Jean Joyce Mayoral-Proclamation_DRAFT



MAYORAL PROCLAMATION

WHEREAS, Ingleside wishes to specifically recognize the commitment, involvement, and leadership of long-time resident and friend, Jean Joyce, as she represents the Ingleside Garden Club locally as Member of Honor in conjunction with recognition for the Ingleside Garden Club throughout the District, State, Region and Nationally; and

WHEREAS, Jean Joyce has enriched the lives of the Ingleside community members due to the tireless volunteer work, dedication, and being an exceptional example as a volunteer and advocate for our community; and

WHEREAS, Jean was a member of the Red Hat Society, which is an International women's society that encourages women in their quest to pursue fun, friendship, fitness, and freedom to express lifelong dreams; and

WHEREAS, For twenty-three years, Jean has been a dedicated member of the Ingleside Garden Club being the Ingleside Garden Club's longest serving member to date starting in 2002. Jean was a key member in starting the planting of garden beds at the senior center; and

WHEREAS, the City Council would like to recognize Jean Joyce for her accomplishment of dedication and for serving this community; and

NOW THEREFORE, I, Pedro Oscar Adame, Mayor of the City of Ingleside, Texas, in recognition of outstanding contributions of Jean Joyce, do hereby proclaim August 21, 2025 – August 27, 2025 as

“JEAN JOYCE WEEK”

in the City of Ingleside, Texas, and encourage citizens to thank Jean Joyce and applaud her for her continuing service and dedication to making a difference in this community to be celebrated on Wednesday August 27, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Ingleside to be affixed this 26th day of August, 2025.

CITY OF INGLESIDE, TEXAS

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

CITY COUNCIL AGENDA
Regular Meeting: August 26, 2025

AGENDA ITEM: 8

Deliberate and take appropriate action on the Regular Meeting Minutes of August 12, 2025, and Special Meeting Minutes of August 19, 2025.

SUBMITTED BY: Jana Stork, City Secretary

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Please see the accompanying Regular City Council Meeting Minutes of August 12, 2025, and Special Meeting Minutes of August 19, 2025.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends Council approve the Minutes, as presented.

ATTACHMENTS:

1. 2025, 08-12 Regular Council Meeting Minutes_DRAFT
2. 2025, 08-19 Special Council Meeting Minutes_DRAFT

**CITY OF INGLESIDE
REGULAR CITY COUNCIL MEETING
MINUTES
AUGUST 12, 2025**

Opening Agenda

1. Call Meeting to Order.

The Regular City Council Meeting of the City of Ingleside was called to order by Mayor Adame at 6:30 p.m. on August 12, 2025, at City Hall 2671 San Angelo Ave., Ingleside, TX and live video streaming.

2. Roll Call.

With Council Members present, at roll call, a quorum was established.

Council Members Present: Mayor Pro-Tem Long, Linda Timmerman, David Pruitt, James Steward, Julio Salinas, and Mayor Adame.

Council Members Absent: John Salinas

3. Invocation.

Council Member Pruitt led the invocation.

4. Pledge of Allegiance.

Mayor Adame led the Pledge of Allegiance to the U.S. flag.

5. Citizen Comments and Reports.

Brian Rodrigue, 2738 Ave A, addressed the Council.

Robert Mudd, 2687 Ave E, addressed the Council.

6. Staff Comments and Reports.

a. Council Comments and Reports.

Mayor Adame made a comment about hurricane preparedness, and getting registered for alerts.

b. Announcements of Community Interest and/or upcoming events.

No discussion was held on this item.

c. Report on Section 18-179. – Application and permit fees of the Ingleside Code of Ordinances as it relates to the Ingleside Independent School District being tax-exempt entity.

Discussion was held between Council Members and City Manager Lewis about receiving Council feedback on permits for school maintenance projects, not including construction or demo, and looking at the Ordinance possibly changing.

Presentations

7. Quarterly Investment report from Hilltop Securities.

No discussion was held on this item.

8. Proclamation to recognize August 21, 2025, as National Senior Citizens Day.

Mayor Adame presented the Proclamation for National Senior Citizens Day, on August 21, 2025, to the Senior Citizens of Ingleside.

Consent Agenda

Agenda Items 9 and 10 were pulled from Consent Agenda and moved into the Regular Agenda for separate discussion.

9. Deliberate and take appropriate action on the second and final reading of an Ordinance to change the zoning of real property legally described below and locate at approximately 2440 Kiewit Road, Ingleside, TX – generally bounded by Kiewit Drive at its intersection with FM 1069 (Main Street) to the east, the La Quinta Channel shoreline to the south, and Subsea 7 operations to the north, and commonly known as Kiewit Offshore Services LTD – from R-1 (Single Family Residential District) to I (Industrial District), and including provisions for the effective date, reading, severance, and publication of the Ordinance:

21.559 acre portion of a 24.572 acre tract being part of abstract 295 TT WILLIAMSON Survey, 3.639 acres tract and a 7.194 acre portion of a 46.349 acres tract being part of abstract 292 and 295, a 207.188 acre portion of a 230.244 acre tract being part of abstract 292, 294, and 295 TT WILLIAMSON Survey, and a 129.571 acre portion of a 144.974 acre tract being part of abstract 292 and 294 TT WILLIAMSON Survey.

Proposed Ordinance 2025-26.

Discussion was held between Council Members and City Manager Lewis about the change of zoning for Kiewit Offshore Services LTD.

Motion: Mayor Adame made a motion to approve Ordinance 2025-26, an Ordinance to change the zoning of real property legally described below and locate at approximately 2440 Kiewit Road, Ingleside, TX – generally bounded by Kiewit Drive at its intersection with FM 1069 (Main Street) to the east, the La Quinta Channel shoreline to the south, and Subsea 7 operations to the north, and commonly known as Kiewit Offshore Services LTD – from R-1 (Single Family Residential District) to I (Industrial District), and including provisions for the effective date, reading, severance, and publication of the Ordinance: 21.559 acre portion of a 24.572 acre tract being part of abstract 295 TT WILLIAMSON

Survey, 3.639 acres tract and a 7.194 acre portion of a 46.349 acres tract being part of abstract 292 and 295, a 207.188 acre portion of a 230.244 acre tract being part of abstract 292, 294, and 295 TT WILLIAMSON Survey, and a 129.571 acre portion of a 144.974 acre tract being part of abstract 292 and 294 TT WILLIAMSON Survey. Mayor Pro-Tem Long seconded the motion. Motion carried with all present voting in favor.

10. Deliberate and take appropriate action on the Regular Meeting Minutes of July 22, 2025, and Budget Workshop Minutes of August 02, 2025.

Discussion was held between Council Members, City Manager Lewis, and City Secretary Stork about the Budget Workshop Minutes of August 02, 2025, and changing the word 'Compensation' to 'Comprehensive' on Item 11.

Motion: Council Member Julio Salinas made a motion to approve the Regular Meeting Minutes of July 22, 2025 and Budget Workshop Minutes of August 02, 2025, as amended. Council Member Timmerman seconded the motion. Motion carried with all present voting in favor.

Public Hearing

There was no Public Hearing presented for this meeting.

Regular Agenda

11. Deliberate and take appropriate action on awarding a proposal to McWhorter's Electric, Inc. for the purchase and installation of a backup electrical generator at the City of Ingleside Public Library.

Tom Bell, 1776 Morgan Ln., addressed the Council.

Discussion was held between Council Members, City Manager Lewis, and Director of Development Infrastructure Services Paredes about the proposals presented, going with a company that has a higher price instead of the lower bidder, and city employees needing to trench the area the generator will be located at if going with the lower bid.

Mayor Adame requested that the proposal for the purchase and installation of a backup electrical generator at the City of Ingleside Public Library be postponed to the next Regular City Council Meeting on August 26, 2025.

12. Deliberate and take appropriate action on awarding a proposal to McWhorter's Electric, Inc. for the purchase and installation of a backup electrical generator at the City of Ingleside Municipal Court.

Tom Bell, 1776 Morgan Ln., addressed the Council.

Mayor Adame requested that the proposal for the purchase and installation of a backup electrical generator at the City of Ingleside Municipal Court be postponed to the next Regular City Council Meeting on August 26, 2025.

13. Deliberate and take appropriate action for the City Council to authorize the City Manager to negotiate and execute a contract with A. Ortiz Construction & Paving Inc. for the West Main parking lot serving the Humble Station Community and Youth Center.

Discussion was held between Council Members, City Manager Lewis, and Director of Infrastructure Services Paredez about the sealed bid process, Lynn Engineering designing the parking lot, negotiating, curbs, lights, and the amount of parking spaces.

Motion: Council Member Timmerman made a motion to authorize the City Manager to negotiate and execute a contract with A. Ortiz Construction & Paving Inc. for the West Main parking lot serving the Humble Station Community and Youth Center, not to exceed the amount of the bid proposal. Council Member Steward seconded the motion. Motion carried with all present voting in favor.

14. Deliberate and take appropriate action for the City Council to authorize the City Manager to negotiate and execute a contract with A. Ortiz Construction & Paving Inc. for the reconstruction of 180ft on Gallion Street perpendicular to State Highway 361.

Director of Infrastructure Services Paredez informed Council of the typo in the Agenda Item, it should state FM 1069 not State Highway 361.

Discussion was held between the Council Members, City Manager Lewis, and Director of Infrastructure Services Paredez about the street be a reconstruction, the City not able to do the reconstruction due to not having all the equipment, leasing equipment, all new water and wastewater lines being done, and future traffic.

Motion: Mayor Adame made a motion to authorize the City Manager to negotiate and execute a contract with A. Ortiz Construction & Paving Inc. for the reconstruction of 180ft on Gallion Street perpendicular to FM 1069, not to exceed the amount of the bid proposal. Council Member Julio Salinas seconded the motion. Motion carried with all present voting in favor.

15. Deliberate and take appropriate action on the first and only reading of an Ordinance amending the Fiscal Year 2024-2025 Budget for the City of Ingleside, Texas, for the use of Municipal Courts security and technology funds for the cost of Access Control and Court Recorder at the Municipal Court.

Proposed Ordinance 2025-27.

Discussion was held between Council Members, City Manager Lewis, and Director of Information Technology Saucedo about not having the use for keys, being secured, the ability to shut down remotely, and badges being used to show when and who badges in.

Motion: Mayor Pro-Tem Long made a motion to approve Ordinance 2025-27, an Ordinance amending the Fiscal Year 2024-2025 Budget for the City of Ingleside, Texas,

for the use of Municipal Courts security and technology funds for the cost of Access Control and Court Recorder at the Municipal Court. Council Member Pruitt seconded the motion. Motion carried with all present voting in favor.

Mayor Adame stepped away from the dais at 7:43 p.m.

16. Deliberate and take appropriate action on a Special Event Permit request from the Ingleside Women's Club to host the annual GFWC Fireside Junioresettes and Ingleside Women's Club Halloween Parade on October 28, 2025.

Discussion was held between Council Members and City Manager Lewis about the annual event, and the turnout it brings.

Motion: Council Member Julio Salinas made a motion to approve the Special Event Permit request from the Ingleside Women's Club to host the annual GFWC Fireside Junioresettes and Ingleside Women's Club Halloween Parade on October 28, 2025. Council Member Steward seconded the motion. Motion carried with all present voting in favor.

Mayor Adame returned to the dais at 7:46 p.m.

17. Deliberate and take appropriate action on the purchase of a Motor Grader using Sourcewell Purchasing Cooperative for the Street Department, a Water Truck using TIPS Purchasing Cooperative for the Street Department and a Boom Lift using BuyBoard Purchasing Cooperative for the Facilities Maintenance Department as appropriated in the 2024-2025 Fiscal Year Budget.

Discussion was held between Council Members, City Manager Lewis, and Director of Infrastructure Services Paredez about the motor grade, water truck, boom lift, money currently in budget due to cost savings, warranty and service agreements, and standardizing equipment to get rid of older equipment.

Motion: Council Member Pruitt made a motion to approve the purchase of a Motor Grader using Sourcewell Purchasing Cooperative for the Street Department, a Water Truck using TIPS Purchasing Cooperative for the Street Department and a Boom Lift using BuyBoard Purchasing Cooperative for the Facilities Maintenance Department as appropriated in the 2024-2025 Fiscal Year Budget, and not to exceed the amount of the proposals. Council Member Timmerman seconded the motion. Motion carried with all present voting in favor.

18. Deliberate and take appropriate action on the first and only reading of an Ordinance amending the Fiscal Year 2024-2025 Budget for the City of Ingleside, Texas, for the General Fund for the Police Department received from Randolph-Brooks Federal Credit Union (RBFCU) for the Annual Field Day event.

Proposed Ordinance 2025-28.

Discussion was held between Council Members and City Manager Lewis about the donation funds and doing a budget amendment to reflect the donation.

Motion: Mayor Pro-Tem Long made a motion to approve Ordinance 2025-28, an Ordinance amending the Fiscal Year 2024-2025 Budget for the City of Ingleside, Texas, for the General Fund for the Police Department received from Randolph-Brooks Federal Credit Union (RBFCU) for the Annual Field Day event. Mayor Adame seconded the motion. Motion carried with all present voting in favor.

19. Deliberate and take appropriate action on an Ordinance amending the City of Ingleside Chapter 2 – Administration; Article II. – City Council; Sec. 2-37. -Agenda; Chapter 70 – Vegetation; Article II. – Trees; Sec. 70-72. – removal of outside plat process; and Chapter 74 – Vehicles for hire; Article II. – Taxicabs; Sec. 74-63 Amending posting deadline for agenda to coincide with state law (HB 15220); Providing Effective Date, Recitals, Reading, Severance, Repealer, and Notice and Meeting Determination.

Discussion was held between Council Members, City Manager Lewis, and Attorney Beck about the posting requirements of three (3) business days, the Attorney's going through the Ordinances to establish where it is mentioned, and the recommendation of posting on the fourth business day.

Motion: Mayor Pro-Tem Long made a motion to approve the first reading of an an Ordinance amending the City of Ingleside Chapter 2 – Administration; Article II. – City Council; Sec. 2-37. -Agenda; Chapter 70 – Vegetation; Article II. – Trees; Sec. 70-72. – removal of outside plat process; and Chapter 74 – Vehicles for hire; Article II. – Taxicabs; Sec. 74-63 Amending posting deadline for agenda to coincide with state law (HB 15220); Providing Effective Date, Recitals, Reading, Severance, Repealer, and Notice and Meeting Determination. Council Member Pruitt seconded the motion. Motion carried 5:1.

For Motion: Council Member Steward, Council Member Pruitt, Council Member Timmer, Mayor Pro-Tem Long, and Mayor Adame

Against Motion: Council Member Julio Salinas

20. Deliberate and take appropriate action to accept the 2025 appraisal assessed and taxable values of all and new property in the City of Ingleside as certified by the San Patricio County Appraisal District.

Discussion was held between Council Members and City Manager Lewis about the appraisal values on the tax roll, protests, and the ability to make revisions.

Motion: Mayor Adame made a motion to accept the 2025 appraisal assessed and taxable values of all and new property in the City of Ingleside as certified by the San Patricio County Appraisal District. Council Member Timmerman seconded the motion. Motion carried with all present voting in favor.

21. Deliberate and take appropriate action on the City Manager's submission of the Fiscal Year 2025-2026 Budget and Capital Improvement Plan as required by the City of Ingleside Charter Section 7.02 – Submission of budget.

Discussion was held between Council Members and City Manager Lewis about postponing the discussion a week, not receiving the T&T until late Friday, proposed budget being posted on the City website by Friday, and not having a clean packet to present to Council.

Motion: Mayor Adame made a motion to table the City Manager's submission of the Fiscal Year 2025-2026 Budget and Capital Improvement Plan as required by the City of Ingleside Charter Section 7.02 – Submission of budget to the Special City Council Meeting on August 19, 2025. Council Member Julio Salinas seconded the motion. Motion carried with all present voting in favor.

Executive Session

22. Closed Session

City Council will meet in Closed Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 – Personnel Matters: City Manager Annual Evaluation and Employment Contract.**
- B. Pursuant to Section 551.071 Consultation with Attorney regarding pending litigation styled Cause No. S-25-5485CV-B Polanco vs. City of Ingleside.**

At 8:04 p.m. Mayor Adame convened the Ingleside City Council into a closed session pursuant to provision of Chapter 551 of the Texas Government Code, in accordance with the authority contained in Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 – Personnel Matters: City Manager Annual Evaluation and Employment Contract, and Pursuant to Section 551.071 Consultation with Attorney regarding pending litigation styled Cause No. S-25-5485CV-B Polanco vs. City of Ingleside.

23. Open Session

City Council will meet in Open Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 – Personnel Matters: City Manager Annual Evaluation and Employment Contract.**
- B. Pursuant to Section 551.071 Consultation with Attorney regarding pending litigation styled Cause No. S-25-5485CV-B Polanco vs. City of Ingleside.**

At 9:00 p.m. Mayor Adame reconvened the Ingleside City Council into an open session pursuant to provision of Chapter 551 of the Texas Government Code to take any action necessary related to the executive session noted herein, or regular agenda items, noted above, and/or related items.

Item A Motion: Mayor Pro-Tem Long made a motion to accept the City Manager Performance Evaluation as presented. Council Member Pruitt seconded the motion. Motion carried with all present voting in favor.

No Action was taken on the City Manager Employment Contract.

Item B: No Action

Closing Agenda

24. Items to consider for placement on future agendas.

There were no requests made by Council Members for items to consider for placement on future agendas.

25. Adjourn.

Mayor Adame adjourned the regular meeting of the City of Ingleside at 9:03 p.m.

APPROVED:

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

**CITY OF INGLESIDE
SPECIAL CITY COUNCIL MEETING
MINUTES
AUGUST 19, 2025**

Opening Agenda

1. Call Meeting to Order.

The Special City Council Meeting of the City of Ingleside was called to order by Mayor Pro-Tem Long at 6:30 p.m. on August 19, 2025, at City Hall 2671 San Angelo Ave., Ingleside, TX and live video streaming.

2. Roll Call.

With Council Members present, at roll call, a quorum was established.

Council Members Present: Mayor Pro-Tem Long, Linda Timmerman, David Pruitt, John Salinas, James Steward, and Julio Salinas.

Council Members Absent: Mayor Adame

3. Invocation.

Council Member Pruitt led the invocation.

4. Pledge of Allegiance.

Mayor Pro-Tem Long led the Pledge of Allegiance to the U.S. flag.

5. Citizen Comments and Reports.

Patrick Nye, 1018 Bayshore Dr., Ingleside on the Bay, addressed the Council.

Hector Gonzales, 113 Starlight Dr., Ingleside on the Bay, addressed the Council.

Valerie Stribling, 2103 Eastwind St., addressed the Council.

Martha Habluetzel, 3508 Ave A, addressed the Council.

Consent Agenda

Agenda Item 12 was pulled from Consent Agenda and moved into the Regular Agenda for separate discussion.

- 6. Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Chamber of Commerce for the use of Ingleside Live Oak Park for the Ingleside Renaissance Faire event to be held on December 13-14, 2025, as required by City Ordinance 2019-14, for the use of Live Oak Park.**

7. **Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Chamber of Commerce for the use of N.O. Simmons Park for Ingleside Round Up Days & Music Festival to be held March 20-22, 2026.**
8. **Deliberate and take appropriate action on a Special Event Permit application submitted by Mr. Brian Yoder, from Battlin' BBQ, a 501(c)(3) non-profit organization, for the use of N.O. Simmons Parks for their annual BBQ state championship cook-off and fundraiser to be held on October 23-26, 2025.**
9. **Deliberate and take appropriate action on the HOT Fund Application from the Ingleside Chamber of Commerce for the Ingleside Renaissance Faire in the amount of \$80,800 for their event to be held on December 13 & 14, 2025.**
10. **Deliberate and take appropriate action on the HOT Fund Application from Ingleside Chamber of Commerce for the Ingleside Round Up Days & Music Festival in the amount of \$50,791 for their event to be held March 20-22, 2026.**
11. **Deliberate and take appropriate action on the HOT Fund Application from Battlin' BBQ in the amount of \$24,975 for their event to be held on October 23-26, 2025.**

Motion: Council Member John Salinas made a motion to approve Consent Agenda excluding Item 12 which was removed from the Consent Agenda for separate discussion. Council Member Steward seconded the motion. Motion carried with all present voting in favor.

Regular Agenda

12. **Deliberate and take appropriate action on a contract for services between the City of Ingleside and the Ingleside Chamber of Commerce for services from October 01, 2025 to September 30, 2026.**

Discussion was held between Council Members, City Manager Lewis, and Ingleside Chamber of Commerce President Bowers about the contract not changing, the cost staying the same as previous year, visitor traffic, and revamping the Ingleside Chamber of Commerce website.

Motion: Council Member Julio Salinas made a motion to approve the contract for services between the City of Ingleside and the Ingleside Chamber of Commerce for services from October 01, 2025 to September 30, 2026, and authorize the Mayor and City Manager to execute the contract. Council Member Steward seconded the motion. Motion carried with all present voting in favor.

13. **Deliberate and take appropriate action on the City Manager's submission of the Fiscal Year 2025-2026 Budget and Capital Improvement Plan, Tabled from the August 12, 2025 Regular Meeting.**

Discussion was held between Council Members, City Manager Lewis, and Director of Finance Rios about comparisons from 2024 with what other cities are possibly doing, Ingleside being heavy industry, Cost of Living Adjustment (COLA), Utility Fund to fund

the Wastewater Treatment Plant, 10% increase this year due to no increase last year, reserves being used, no-new-revenue tax rate, and projects.

Mayor Adame arrived at the meeting at 7:33 p.m.

Discussion continued between Council Members, City Manager Lewis, and Director of Finance Rios about water tower costs, equipment for emergency services, roll over of certain funds, the need to concentrate on infrastructure, reconstruction of streets, wanting to maintain \$8M in reserves for hurricane season, not proposing to hire new employees at this time, and the impact on citizens from the school district alongside the water rates.

Cindy Wilson, 2635 San Angelo Ave, addressed the Council.

Discussion continued between Council Member, City Manager Lewis, and Director of Finance Rios about employees voting the increase to 8% for TMRS, employees leaving to other companies and cities for sign-on bonuses, water and sewer rates projected to go up, and the proposed tax rate.

No Action Taken.

14. Deliberate and take appropriate action to approve the proposed tax rate, if it will exceed the No-New-Revenue tax rate or the Voter-Approval tax rate, take a record vote and schedule Public Hearings for September 16, 2025 on the Proposed Budget and Proposed Tax Rate for Fiscal Year 2025-2026.

Discussion was held between Council Members, City Manager Lewis, and Attorney McCann about the Council only setting the proposed tax rate and public hearings.

Motion: Council Member John Salinas made a motion to set the proposed tax rate at \$0.80, and schedule the Public Hearings for September 16, 2025 on the Proposed Budget and Proposed Tax Rate for Fiscal Year 2025-2026. Council Member Pruitt seconded the motion. Motion carried with all present voting in favor.

FOR the proposal:

Council Member Place 1 Julio Salinas
Council Member Place 2 David Pruitt
Council Member Place 3 James Steward
Mayor Pro-Tem Tracy Long
Council Member Place 5 Linda Timmerman
Council Member Place 6 John Salinas
Mayor Pedro Oscar Adame

AGAINST the proposal: None

Executive Session

15. Closed Session

City Council will meet in Closed Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 – Personnel Matters: City Manager Annual Evaluation and Employment Contract.**
At 8:11 p.m. Mayor Adame convened the Ingleside City Council into a closed session pursuant to provision of Chapter 551 of the Texas Government Code, in accordance with the authority contained in Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 – Personnel Matters: City Manager Annual Evaluation.

16. Open Session

City Council will meet in Open Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Pursuant to Section 551.071 Consultation with Attorney, and Section 551.074 – Personnel Matters: City Manager Annual Evaluation and Employment Contract.**

At 8:38 p.m. Mayor Adame reconvened the Ingleside City Council into an open session pursuant to provision of Chapter 551 of the Texas Government Code to take any action necessary related to the executive session noted herein, or regular agenda items, noted above, and/or related items.

Item A: Mayor Pro-Tem Long made a motion to authorize the Mayor to negotiate and execute the City Manager's contract as discussed in Executive Session. Council Member John Salinas seconded the motion. Motion carried with all present voting in favor.

Closing Agenda

17. Items to consider for placement on future agendas.

Mayor Adame requested an Ordinance to waive in-house maintenance fees for Ingleside ISD at the September 09, 2025 Regular City Council Meeting.

Council Member John Salinas requested an update of Live Oak pond water at the September 09, 2025 Regular City Council Meeting.

Council Member Julio Salinas requested a presentation on Air Monitors at the September 09, 2025 Regular City Council Meeting.

Council Member Julio Salinas requested an Ordinance for the buffer zone increase of two (2) miles vs. 200 feet on the September 09, 2025 Regular City Council Meeting.

18. Adjourn.

Mayor Adame adjourned the regular meeting of the City of Ingleside at 8:44 p.m.

APPROVED:

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

DRAFT

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 9

Deliberate and take appropriate action authorizing the purchase of the Meridia Board and Council Voting System using BuyBoard Purchasing Cooperative for City Council.

SUBMITTED BY: Jana Stork, City Secretary

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The Meridia Board and Council Voting System EZ-Vote 5 is an electronic voting system that would enable City Council and possibly other Boards & Commissions to vote simultaneously while automatically being calculated and viewed both in the Council Chamber and live on BoxCast. This voting system consists of 10 handheld voting devices, a receiver, carrying cases, and software.

The system is very simple and easy to use and is powered by PowerPoint integrated software for polling and a dedicated voting application for group consensus. The system can be expanded to up to 10,000 clickers if need be. The desktop software and hardware do not carry a subscription, but if you would like to continue receiving support, software upgrades and access to the online services that allow voting with cell phones, tablets, and laptops after year one, there is an annual cost of \$995.00.

Included with the system purchase or rental is Instructor-led training and phone and email support from Meridia. There are best practice instruction, live tutorials, and self-help resources. The estimated time of shipping is within 10 business days of the order. There is a keypad customization program that would personalize the voting devices for the City of Ingleside's needs for voting.

FISCAL ANALYSIS:

Item	Qty	Unit Price	Subtotal
EZ-VOTE 5 Bundle (10 voting devices, receiver, carrying case)	1	\$3,995.00	\$3,995.00
EZ-VOTE Software Suite	1	\$0.00	\$0.00
M-VOTE Security, Support, Software Upgrade Plan - 12 Month	1	\$0.00	\$0.00
Promotion Discount	1	-\$150.00	-\$150.00
Shipping			\$135.00

Tax	\$0.00
Total in USD:	\$3,980.00

RECOMMENDATION:

Staff recommends Council approve the purchase of the Meridia Board and Council Voting System.

ATTACHMENTS:

1. 2025, 08-26 Electronic Vote System v4 pdf

Electronic System Overview

What is the system for?

The Meridia Electronic voting system is a voting method that simplifies the voting process and the recording of voting while eliminating roll call voting.

Why should the City of Ingleside purchase this system?

This system increases accuracy replacing roll call voting, has remote or hybrid voting, and allows each voting Member to vote simultaneously.

**MERIDIA**
INTERACTIVE SOLUTIONS

ELECTRONIC VOTING SYSTEMS



Replace Hand, Voice, and Paper Voting

Protect Privacy and Anonymity of the Vote

Accurately Calculate Simple, 2/3, and Custom Majorities

The Meridia voting system was designed for and is used by the U.S. House of Representatives. The system has been adopted by 1,000s of towns, local governments, and associations across America.

It is secure, easy to use, accurate, reliable, and provides instant results.

Meridia Voting System Provides

- ✓ Standard Voting
- ✓ Anonymous Voting
- ✓ Proxy Voting
- ✓ Weighted Voting

- ✓ Attendee Roll Call
- ✓ Speakers List
- ✓ Real Time Results
- ✓ Detailed Voting Reports



Who can
Use it?

City
Council

Boards &
Commissions

- Board of Adjustments
- Charter Review Commission
- Ingleside Development Corporation
- Library Board
- Planning & Zoning Commission
- Cove Park Advisory Group
- Street Advisory Group

Amendment to Proposal to Release School Funds

Total :

9

Yes: 6

No: 2

Abs: 1

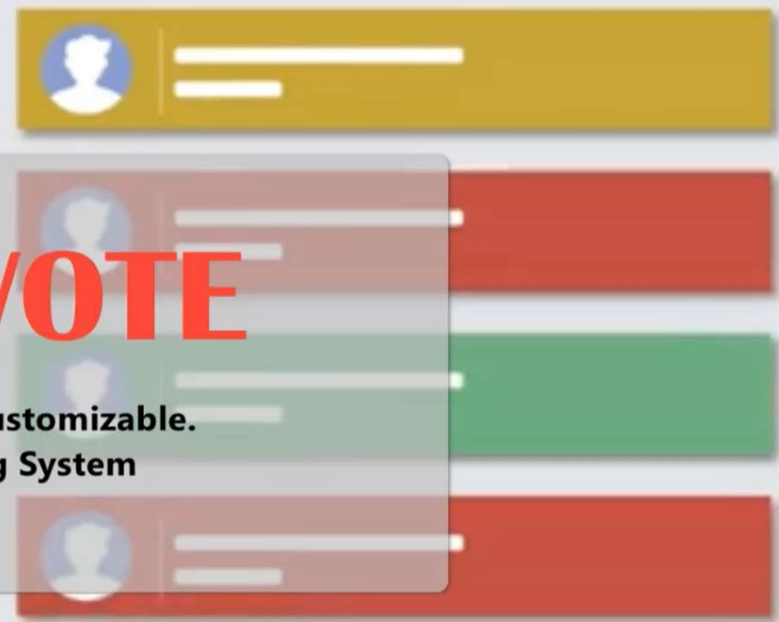
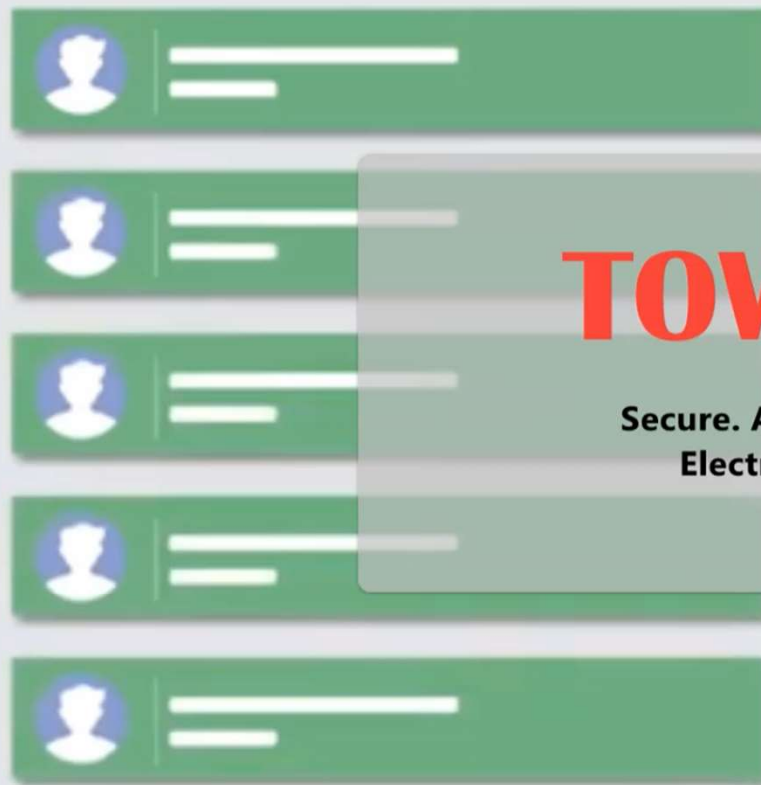
Pg # 1/1

Demo Mode

Simple Majority (51% needed)

Poll : Passed

Polling Status : Closed



TOWNVOTE

**Secure. Accurate. Customizable.
Electronic Voting System**

Is it Secure?



ELECTRONIC VOTING SYSTEMS



Each voting system includes at least 10 clickers, a USB receiver that collects the voting data, a carrying case (holds 50), and our EZ-VOTE software. Instructor-led training and technical support are also included to ensure successful operation of every system we sell.

SECURITY & PRIVACY GUARANTEED

- Secure, proprietary Radio Frequency (RF) protocol
- Completely 'offline' – no Internet connection needed
- Built-in Wi-Fi avoidance to prevent interference
- Private, anonymous voting by default
- Identifiable voting (assigned keypads) if needed



5 Great Valley Parkway, Suite 218, Malvern, PA 19355

Phone: 610-260-6800, Fax: 610-260-6810, Email: rsvp@meridiaars.com



How much
does it cost?

EZ-VOTE 5 (M-VOTE)

Item	Qty	Unit Price	Subtotal
EZ-VOTE 5 Bundle (10 voting devices, receiver, carrying case)	1	\$3,995.00	\$3,995.00
EZ-VOTE Software Suite	1	\$0.00	\$0.00
M-VOTE Security, Support, Software Upgrade Plan - 12 Month	1	\$0.00	\$0.00
Promotion Discount	1	-\$150.00	-\$150.00
Shipping*			\$135.00
Tax			\$0.00
Total in USD:			\$3,980.00
*Unless otherwise specified, shipping charges are for continental U.S. only			

AVAILABLE CUSTOM BRANDING

Let us customize the voting clickers with your organization's Crest, Identifying Colors, Name, or anything else you'd like. Custom branding adds two weeks to the delivery time and adds \$500.00 to the system cost. Check out the gallery at: <https://meridiaars.com/customkeypads>.

Are the funds
available in the
current budget?

Yes, Council Discretionary Funds are available.

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 10

Deliberate and take appropriate action to authorize the City Manager to negotiate and enter into a contract with Terracon Consultants, Inc for material testing for the Wastewater Treatment Plant Project.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

During the construction of the Wastewater Treatment Plant there will be a need for material testing for the duration of the project. This testing will include concrete densities and strengths. There will be concrete placed for the construction of clarifiers, treatment basins, and drying beds that will need density and strength tests performed on the concrete. Testing will also be required for the road base around the construction site. On June 8th, 2022, a Request for Qualifications (RFQ) was requested for this service. Three (3) companies submitted responses, being Raba Kistner, Braun Intertec, and Terracon Consultants, Inc. After review, the City selected Raba Kistner as their material testing firm. Raba Kistner was used during the projects for 12th St, 4th St, Hultgreen Ave, and Kenny Ln. Although their performance was satisfactory as far as sampling, we had a hard time obtaining their written reports in a timely fashion. Staff asked for a proposal from the next respondent to the RFQ (Terracon). The City has always chosen to do material testing as a separate item to maintain quality control.

FISCAL ANALYSIS:

Terracon is proposing a total amount for the project of \$169,745.00. This would be funded by the WWTP project budget.

RECOMMENDATION:

Staff recommends authorizing City Manager to negotiate and enter into a contract with Terracon Consultants, Inc.

ATTACHMENTS:

1. Wastewater Treatment Plant - Ingleside TX PCD251103 - unsigned



3606 WOW Rd
Corpus Christi, TX 78413
P (361) 420-6000
Terracon.com

August 4, 2025

City of Ingleside
2670 San Angelo
Ingleside, TX 78362

Attn: Paredez, Gary
P: (361) 776-3815
E: Gparedez@Inglesidetx.gov

RE: Proposal for Materials Services
Wastewater Treatment Plant - Ingleside TX
2524 8th Street
Ingleside, TX 78362
Terracon Proposal No. PCD251103

Dear Mr. Paredez:

Thank you for selecting Terracon to provide Material Testing for the City of Ingleside for the referenced project. The following are exhibits to the attached Agreement for Services.

1.0	Project Understanding
2.0	Scope of Services
3.0	Schedule
4.0	Compensation
5.0	Assumption and Limitations

Your authorization for Terracon to proceed in accordance with this proposal can be issued by signing and returning a copy of the attached Supplement to Agreement for Services Task Order to our office.

Sincerely,
Terracon Consultants, Inc.

A handwritten signature in black ink, appearing to read 'Nathan A. Yzaguirre'.

Nathan A. Yzaguirre
Assistant Project Manager

A handwritten signature in black ink, appearing to read 'Kevin Luidhardt'.

Kevin Luidhardt E.I.T.
Operations Manager

AGREEMENT FOR SERVICES

This AGREEMENT is between City of Ingleside ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the Wastewater Treatment Plant - Ingleside TX project ("Project"), as described in Consultant's Proposal dated 08/04/2025 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

1. **Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. When Consultant subcontracts to other individuals or companies, then consultant will collect from Client on the Subcontractors' behalf. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
2. **Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
3. **Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
4. **Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
5. **Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties other than those who have executed Consultant's reliance agreement, subject to the prior approval of Consultant and Client.
6. **LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION IN THE FORM OF A SURCHARGE TO BE ADDED TO THE AMOUNT STATED IN THE COMPENSATION SECTION OF THE PROPOSAL. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S), OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**
7. **Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
8. **Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
9. **Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (iii) automobile liability insurance (\$2,000,000 B.I. and P.D. combined single

- limit); (iv) umbrella liability (\$5,000,000 occ / agg); and (v) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.
10. **CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**
 11. **Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Kansas law.
 12. **Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
 13. **Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
 14. **Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
 15. **Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
 16. **Utilities.** Unless otherwise stated in the Proposal, Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
 17. **Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any third parties, including Client's contractors, subcontractors, or other parties present at the site. In addition, Consultant retains the right to stop work without penalty at any time Consultant believes it is in the best interests of Consultant's employees or subcontractors to do so in order to reduce the risk of exposure to unsafe site conditions. Client agrees it will respond quickly to all requests for information made by Consultant related to Consultant's pre-task planning and risk assessment processes.

Consultant: Terracon Consultants, Inc.

By: Kevin Luidhardt Date: 8/4/2025

Name/Title: Kevin W Luidhardt / Materials Department Manager II

Address: 3606 Wow Rd
Corpus Christi, TX 78413-1919

Phone: (361) 420-6000 Fax: _____

Email: Kevin.Luidhardt@terracon.com

Client: City of Ingleside

By: _____ Date: _____

Name/Title: Gary Paredez / Director of Infrastructure Services

Address: 2671 San Angelo
Ingleside, TX 78362

Phone: (776) 381-5 Fax: _____

Email: gparedez@inglesidetx.gov

1.0 Project Understanding

Item	Description
Project Description	Wastewater Treatment Plant 7 of Building / Stations Additions Clarifier Tanks Chlorine Contact Chamber Sludge Drying Beds Additional paving for parking area
Governing Jurisdiction	As per the City of Ingleside the governing code requirements will be IBC 2021
Geotechnical Investigation	Geotechnical report provided by Rock Engineering Please see report No. G122345 dated: 8/30/2022
Foundation type	Shallow foundations
Framing Type	Steel, Concrete, and CMU
Sitework	- Site Improvements include additional parking areas, sidewalk, curb & gutter, and waterways. - Off-site improvements are not anticipated as part of the planned building addition.

Terracon was provided with the following construction documents for preparation of this proposal:

- Structural Drawings by Hanson Professional Services, Inc. dated May 15, 2024.
- Civil Drawings by Hanson Professional Services, Inc. dated May 15, 2024
- Architectural Drawings by River Architectural Services, PLLC dated May 15, 2024
- General Requirements & Specifications by Hanson Professional Services, Inc. dated May 23, 2024.

A construction schedule was not provided at the time this proposal was prepared.

Scope of Services

Our proposed Scope of Services consists of field and laboratory testing. These services are described in the following sections.

Scope Item	Description
Earthwork	■ Sample subgrade, select fill, base material. Prepare and test the samples for Atterberg Limits and percent fines. ■ Obtained random samples of select building fill to verify that the soil meets the requirements for Atterberg Limits. ■ Test soil samples for moisture-density relationship. ■ Sample cement-sand backfill for utility trenches, mold specimens, and perform compressive strength tests in the laboratory. ■ Observe proofrolling operations of the building pad and paving subgrades; and perform density tests of the subgrade, select fill, base using the nuclear method to determine the moisture content and percent compaction of the soil materials.
Cast-in-Place Concrete	■ Observe reinforcing steel prior to concrete placement. We will observe the rebar size, spacing and configuration. Terracon recommends we be scheduled a minimum of 24 hours prior to concrete placement. ■ Sample and test the fresh concrete for each mix. Perform tests including slump, air content, concrete temperature, and cast test specimens (ASTM C31, C143, C172, C231 and C1064). Terracon will make every attempt to cure specimens in accordance with ASTM C31. However, per ACI 301, the contractor shall provide a secure area, along with a source of water and electricity in order for Terracon to maintain the initial curing temperature of concrete test specimens. Failure of the contractor to provide these items may result in an exclusion of Terracon being able to provide the correct initial curing environment as required by ASTM C31. Occasionally, additional costs are associated with

Scope Item	Description
	Terracon providing the correct initial curing environment for concrete test specimens, especially during the seasons with elevated ambient temperatures. This should be discussed during the pre-construction meeting ■ Perform compressive strength tests of concrete test cylinders cast in the field (ASTM C39).
Masonry, and Grout	■ Observe the reinforcing steel in CMU walls and bond beams. ■ Sample the fresh grout during construction and cast grout prisms for compressive strength tests.
Epoxy Anchorages	■ An engineering technician will observe and document the installation of bolts, rebar, and/or threaded rod including verification of materials, hole depth and diameter, cleanout, epoxy mixing and procedures and embedment depth in accordance with contract drawings and the manufacturers specifications and recommendations.
Structural Steel Welded and Bolted Connections	■ Terracon recommends that the general contractor schedule a pre-erection meeting to discuss the erection sequence, review welding and bolting requirements and to review welder certification records. ■ In the field to visually check accessible field bolted/welded connections in accordance with applicable AISC and AWS specifications. ■ Perform visual inspections of elevated decks. We will observe the sheer studs for the number, pattern, and bond. ■ Perform visual inspections of 100% of completed accessible welds to verify that the welds meet the visual acceptance criteria contained in AWS D1.1.
Asphalt Pavement	■ Sample asphalt materials during placement, prepare, and test the samples for asphalt content, gradation, bulk specific

Scope Item	Description
	gravity of lab molded specimens, theoretical maximum specific gravity, and Hveem stability and density. ■ Perform in-situ nuclear density tests to assist in determining an asphalt rolling pattern, when requested by the contractor. ■ Perform in-situ nuclear density tests to determine the relative percent compaction of the asphalt at the frequency specified. ■ Obtain cores from the pavements and perform thickness measurements and bulk density within one day of placement.
Project Management and Administration	■ Attend preconstruction or preinstallation meetings. ■ Coordinate field and laboratory testing. ■ Communicate with Terracon Engineering Technicians, Contractor, and Owner's site representative. ■ Review laboratory and field test reports. ■ Monitor our budget.

1.1 Scheduling Retests

It is the responsibility of your representative to schedule retests in a like manner to scheduling our original services. Terracon shall not be held responsible for retests not performed as a result of a failure to schedule our services or any subsequent damage caused as a result of a lack of retesting.

1.2 Additional Services

If you would like us to perform additional work, please contact us and we will issue a short Supplement to Agreement form, or Supplemental Proposal, that outlines the additional work to be performed and associated fees. To authorize us to begin work, you simply return a signed copy of the Supplemental agreement.

2.0 Schedule

Terracon's services will be performed on an as-requested basis with scheduling by the client or the client's designated representative. Terracon will not be responsible for scheduling our services and will not be responsible for tests or observations that are not performed due to failure to schedule our services on the project. Since our personnel will not be at the site on a resident basis, it will be imperative that we be advised when work is in progress. Services should be scheduled a minimum of 72 hours in advance for all trips made for the performance of structural steel testing / inspections and 24 hours in advance for all trips made for the performance of other testing / inspections. Scheduling personnel will be on an as-available basis which may require changes in personnel assigned to the project. For instances of short-notice requests, personnel may have to be utilized which have a higher rate than those normally assigned, and this higher cost may be passed on to the client.

All requests for services should be submitted to the Corpus Christi dispatch at the following phone number: (361) 420-6020. Services should not be scheduled through our field personnel.

We recommend the scope of work described in this proposal be provided to the person(s) responsible for scheduling our services, so they are aware of the services that are proposed.

3.1 Compass



Compass is Terracon's latest client interfacing tool and elevates the way we do business. Terracon offers you the ability to view and interact with your testing data in a new way and is committed to using innovative techniques to deliver quality projects. Construction data is viewed by geographic location in relation to your project drawings as part of our seamless project delivery system. Within Terracon Compass, you can access our projects and their associated data, including environmental and geotechnical projects.

When you open a materials project within Compass, you will see your materials tests and observations placed on a map. This geographic reference allows you to find your information by the "where", rather than the "when." Other features and advantages of Compass include:

- Filters for Date Performed, Service Type and Test Result Status and intuitive test status designations
- Augmented Testing Reports with In-Place Locations

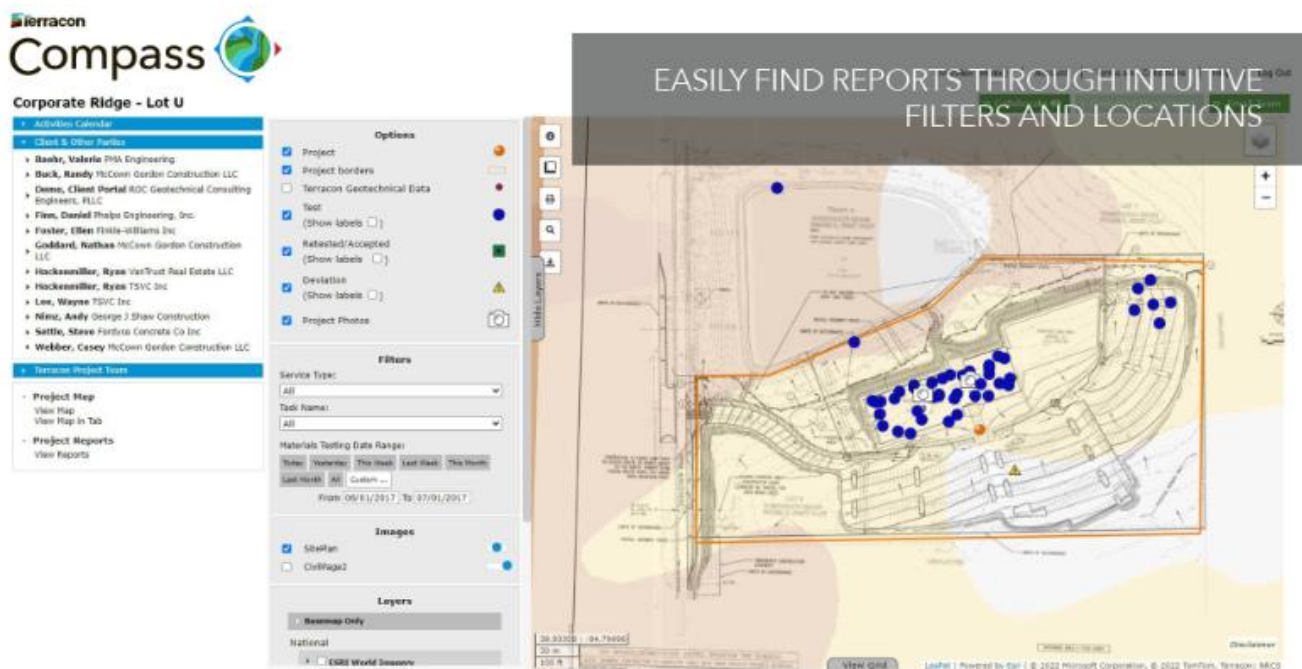
Proposal for Materials Services

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- Deviation or Non-Conformance Summary: Image overlays to reference multiple plan pages to your test results
- Map layer options: Test results are inserted into Compass as soon as the report has been reviewed and distributed. It becomes easier than ever to view and close deviations with an option to display within a map while also showing them in a table format.
- Quicker turnaround of information and reports



Traditional methods of reporting and accessing results of your project's inspections, testing, and observations are no longer sufficient for today's construction projects. With a large number of reports generated on a single project, you now have a solution to quickly find and view specific data to make timely, informed decisions for your project.

One of Terracon Compass' greatest strengths is that we curate your projects for your future. Terracon Compass shows your team members an interactive map with locations of past and present projects to navigate geographically; or for those that prefer a tabular format, we have that option too. Either way, as you collaborate with Terracon, your team members will be able to build a library of past projects curated online through a secured login. That means a few years after completion, your team can readily find a final, signed deliverable.

3.2 Report Turnaround Time

We understand the importance of report turnaround to our clients, and we are committed to delivering test results on a timely basis as well as the following reporting standards:

- Failing tests or non-conformance items will be communicated to the designated parties prior to leaving the site and handwritten draft reports are available at the end of each day.
- Final reports with non-conformances (Deviation Reports) will be provided within 24 hours of testing. Terracon will maintain a deviation log which will be maintained electronically in our database and can be updated or emailed at any time.
- Final reports without non-conformances will be provided within five business days.
- Final laboratory test reports will be provided within two days of test completion.

4.0 Compensation

Based upon our understanding of the site, the project as summarized in Item 1.0, and our planned Scope of Services outlined in Item 2.0, our estimated fee is shown in the following table:

Fee Estimate				
Materials Services				
Wastewater Treatment Plant - Ingleside TX				
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DESCRIPTION	RATE	UNITS	TOTAL QUANTITY	TOTAL
Earthwork Observations & Testing				\$ 37,685.00
Soil Sample Pickups				\$ 6,665.00
Engineering Technician	\$ 75.00	hours	4	\$ 300.00
Standard Proctor (ASTM D698)	\$ 250.00	tests	11	\$ 2,750.00
Modified Proctor (ASTM D1557)	\$ 275.00	tests	1	\$ 275.00
Wash 200 (ASTM D1140)	\$ 80.00	tests	12	\$ 960.00
Sieve Analysis (ASTM C136)	\$ 100.00	tests	12	\$ 1,200.00
Atterberg Limits Determination (1 pt.) (ASTM D4318)	\$ 90.00	tests	12	\$ 1,080.00
Vehicle Trip Charge	\$ 50.00	each	2	\$ 100.00
Field Density Testing				\$ 31,020.00
Senior Engineering Technician	\$ 85.00	hours	180	\$ 15,300.00
Vehicle Trip Charge	\$ 50.00	each	60	\$ 3,000.00
In-place nuclear moisture-density gauge charge, each (min 3)	\$ 20.00	each	636	\$ 12,720.00
Asphalt Observation & Testing				\$ 2,940.00
Asphalt Sample Pickups				\$ 700.00
Engineering Technician	\$ 75.00	hours	2	\$ 150.00
Asphalt Testing Suite: (molded specimens, specific gravity, gradation, maximum theoretical gravity)	\$ 500.00	tests	1	\$ 500.00
Vehicle Trip Charge	\$ 50.00	each	1	\$ 50.00

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Asphalt Observation & Density Testing				\$ 2,240.00
Senior Engineering Technician	\$ 85.00	hours	20	\$ 1,700.00
Vehicle Trip Charge	\$ 50.00	each	4	\$ 200.00
In-place nuclear moisture-density gauge charge, each (min 3)	\$ 20.00	each	6	\$ 120.00
Core rig and equipment, per day, (2 techs)	\$ 160.00	day	1	\$ 160.00
Patching of Holes, Per Core	\$ 15.00	each	4	\$ 60.00
Concrete Observations & Testing				\$ 91,270.00
Clarifiers				\$ 14,925.00
Engineering Technician	\$ 75.00	hours	130	\$ 9,750.00
Engineering Technician (OT)	\$ 112.50	hours	6	\$ 675.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	155	\$ 3,100.00
Vehicle Trip Charge	\$ 50.00	each	28	\$ 1,400.00
Aeration Basin & Sludge Digester				\$ 14,125.00
Engineering Technician	\$ 75.00	hours	114	\$ 8,550.00
Engineering Technician (OT)	\$ 112.50	hours	6	\$ 675.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	175	\$ 3,500.00
Vehicle Trip Charge	\$ 50.00	each	28	\$ 1,400.00
Sludge Drying Beds				\$ 9,350.00
Engineering Technician	\$ 75.00	hours	75	\$ 5,625.00
Engineering Technician (OT)	\$ 112.50	hours	6	\$ 675.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	110	\$ 2,200.00
Vehicle Trip Charge	\$ 50.00	each	17	\$ 850.00
Chlorine Contact Chamber & Hydro Pneumatic Tank				\$ 7,712.50
Engineering Technician	\$ 75.00	hours	65	\$ 4,875.00
Engineering Technician (OT)	\$ 112.50	hours	3	\$ 337.50
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	85	\$ 1,700.00
Vehicle Trip Charge	\$ 50.00	each	16	\$ 800.00
Lab Building				\$ 775.00
Engineering Technician	\$ 75.00	hours	4	\$ 300.00
Engineering Technician (OT)	\$ 112.50	hours	2	\$ 225.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	10	\$ 200.00
Vehicle Trip Charge	\$ 50.00	each	1	\$ 50.00
Chemical Feed Building				\$ 450.00
Engineering Technician	\$ 75.00	hours	4	\$ 300.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	5	\$ 100.00
Vehicle Trip Charge	\$ 50.00	each	1	\$ 50.00
Blower Building				\$ 450.00
Engineering Technician	\$ 75.00	hours	4	\$ 300.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	5	\$ 100.00
Vehicle Trip Charge	\$ 50.00	each	1	\$ 50.00
Filter Press				\$ 2,250.00
Engineering Technician	\$ 75.00	hours	20	\$ 1,500.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	25	\$ 500.00
Vehicle Trip Charge	\$ 50.00	each	5	\$ 250.00
Headworks				\$ 7,162.50
Engineering Technician	\$ 75.00	hours	69	\$ 5,175.00
Engineering Technician (OT)	\$ 112.50	hours	3	\$ 337.50
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	40	\$ 800.00
Vehicle Trip Charge	\$ 50.00	each	17	\$ 850.00
RASWAS				\$ 1,500.00
Engineering Technician	\$ 75.00	hours	16	\$ 1,200.00
Compressive Strength of 4" x 8" Cylinder (ASTM C39)	\$ 20.00	tests	5	\$ 100.00
Vehicle Trip Charge	\$ 50.00	each	4	\$ 200.00
Reinforcing Steel Observations				\$ 22,570.00
Senior Engineering Technician	\$ 85.00	hours	222	\$ 18,870.00
Vehicle Trip Charge	\$ 50.00	each	74	\$ 3,700.00
Concrete Sample Pickups				\$ 10,000.00
Engineering Technician	\$ 75.00	hours	100	\$ 7,500.00
Vehicle Trip Charge	\$ 50.00	each	50	\$ 2,500.00

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Masonry Observations & Testing				\$ 7,150.00
Senior Engineering Technician	\$ 85.00	hours	52	\$ 4,420.00
Compressive Strength of 3x6 inch Grout Prism	\$ 40.00	tests	52	\$ 2,080.00
Vehicle Trip Charge	\$ 50.00	each	13	\$ 650.00
Structural Observations				\$ 10,900.00
Certified Steel/Welding Inspector	\$ 140.00	hours	60	\$ 8,400.00
Certified Steel/Welding Inspector Vehicle Trip Charge (San Antonio)	\$ 250.00	each	10	\$ 2,500.00
Project Management				\$ 17,700.00
Project Management	\$ 150.00	hours	100	\$ 15,000.00
Senior Engineer	\$ 180.00	hours	15	\$ 2,700.00
Administrative				\$ 2,100.00
Administrative Assistant	\$ 70.00	hours	30	\$ 2,100.00
Total				\$ 169,745.00

- The actual cost of our services will be determined by the construction schedule and the quantity of services provided.
- Overtime is defined as hours worked more than 8 per day, all ours worked outside of daylight hours of 6:00 AM to 6:00 PM Monday through Friday and all time worked on Saturdays. Overtime rates will be 1.5 times the hourly rate quoted.
- Overtime rates of 2 times the quoted hourly rate will be applicable for all time worked on Holidays and Sundays.
- A 3-hour minimum charge will be applied to all trips made to provide testing, observation, and consulting services.
- A 2-hour minimum charge will be applied to all sample and cylinder pick-ups.
- All labor, equipment and transportation charges are billed on a portal-to-portal basis from our office.
- You will be invoiced monthly for services performed. Terracon invoices are due within 30 days following final receipt of the invoice.
- This is a budget estimate and not a not-to-exceed price. Many factors beyond our control such as the weather and the contractors schedule will dictate the final fee for our services.
- Quantities for re-tests, cancelations and stand-by-time are not included in our fee.
- A \$100 charge will be added for same day scheduling.
- Terracon will charge a \$25.00 fee each time we have to provide curing boxes for concrete specimens.

5.0 Assumption and Limitations

In preparing this proposal, we assumed work would occur 5 days per week and that our services would be performed on an as requested basis. Our cost estimate assumes that work occur during normal business hours. Our services will be invoiced in accordance with Item 4.0.

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 11

Deliberate and take appropriate action on a Resolution of the City Council of the City of Ingleside, Texas, authorizing the City Manager to execute the Interlocal Agreement for 9-1-1 Public Safety Answering Point Services with the Coastal Bend Council of Governments.

SUBMITTED BY: Jana Stork, City Secretary

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The Public Safety Answer Point intergovernmental agreement with the Coastal Bend Council of Government (CBCOG) is due every two years. The CBCOG provides the City with equipment, training, software, and connect ability to the other agencies with this same agreement.

This agreement designates the CBCOG as the City's 9-1-1 Regional Planning Commission (RPC). There are no fees to the CBCOG for this agreement.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends approval of the Resolution.

ATTACHMENTS:

1. RES 2025-XX CBCOG Interlocal Agreement
2. INGLESIDE PD ILA FY 26 - 27

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF INGLESIDE, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE THE INTERLOCAL AGREEMENT FOR 9-1-1 PUBLIC SAFETY ANSWERING POINT SERVICES WITH THE COASTAL BEND COUNCIL OF GOVERNMENTS.

WHEREAS, the City of Ingleside contracts with the Coastal Bend Council of Governments for Emergency 9-1-1 equipment, training, software, and connect ability for the area Public Safety Answering Point's; and,

WHEREAS, the City of Ingleside has contracted every two years with the Coastal Bend Council of Governments since 2009 for this service; and,

WHEREAS, attached is the current Interlocal Agreement for 9-1-1 Public Safety Answering Point Services (Attachment A); and,

WHEREAS, staff has reviewed the proposed Agreement and recommends acceptance.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY INGLESIDE:

- Section 1. That the matter and facts recited in the preamble hereof are found and determined to be true and correct.
- Section 2. The City Manager is authorized to execute the Interlocal Agreement for 9-1-1 Public Safety Answering Point Services (Attachment A.)

PASSED AND APPROVED this 26th day of August, 2025 by ___ (ayes) to ___ (nays) with ___ abstentions by a vote of the City Council of the City of Ingleside, Texas.

CITY OF INGLESIDE, TEXAS

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

INTERLOCAL AGREEMENT FOR 9-1-1 PUBLIC SAFETY ANSWERING POINT SERVICES

Article 1: Parties & Purpose

- 1.1 The Coastal Bend Council of Governments (CBCOG) (RPC) is a regional planning commission and political subdivision of the State of Texas organized and operating under the Texas Regional Planning Act of 1965, as amended, Texas Local Government Code, Chapter 391. The RPC has developed a Strategic Plan to establish and operate 9-1-1 service (Strategic Plan) in State Planning Region 20 (Region), and the Commission on State Emergency Communications (Commission) has approved its current Strategic Plan.
- 1.2 The City of Ingleside (Local Government) is a local government that operates Public Safety Answering Points (PSAP) that assist in implementing the Strategic Plan as approved by the Commission.
- 1.3 The Commission, as authorized by Health and Safety Code, Chapter 771, is the oversight and funding authority for regional planning commissions implementing 9-1-1 service.
- 1.4 The Contract for 9-1-1 Services between the Commission and the RPC requires the RPC to execute interlocal agreements with local governments relating to the planning, development, operation, and provision of 9-1-1 service, the use of wireline and wireless 9-1-1 fees and equalization surcharge appropriated to the Commission and granted to the RPC (9-1-1 Funds) and adherence to Applicable Law.

Article 2: Applicable Law

- 2.1 Applicable law includes but is not limited to federal law and regulations pertaining to the provisioning of 9-1-1 service; Texas Health and Safety Code Chapter 771; Commission Rules (Title 1, Part 12, Texas Administrative Code) and Program Policy Statements; the biennial state General Appropriations Act; Texas Government Code Chapters 783 (Uniform Grant and Contract Management), including the Texas Grant Management Standards (TxGMS) promulgated thereunder, 791 (Interlocal Cooperation Act), 2054 (Information Resources), and 2260 (Resolution of Certain Contract Claims Against the State); and Texas Local Government Code Chapters 391 (Regional Planning Commissions) and 441, Subchapter J (Preservation and Management of Local Government Records).
- 2.2 Any new or amended policy or procedure, other than an adopted rule, shall be enforceable against the Local Government 30 days following the date of its adoption unless the RPC finds and declares that an emergency exists which requires that such policy or procedure be enforceable immediately. The RPC shall provide the Local Government written notice of all new or amended policies, procedures or interpretations of Commission rules within a reasonable time after adoption, and in any event at least 10

days prior to the time such policies or procedures are enforceable against the Local Government.

Article 3: Deliverables

3.1 The Local Government agrees to:

3.1.1 Operate and maintain the **Ingleside Police Department** PSAP(s) located at **2425 8th Street, Ingleside TX.**

3.1.2 Provide 9-1-1 public safety answering service 24 hours per day, seven days per week; and

3.1.3 Cooperate with the RPC in providing and maintaining suitable PSAP space meeting all technical requirements.

3.2 Ownership, Transference & Disposition of Equipment

3.2.1. The RPC and the Local Government shall comply with Applicable Law, regarding the ownership, transfer of ownership, and/or control of equipment acquired with 9-1-1 Funds in connection with the provision of 9-1-1 service (9-1-1 equipment).

3.2.2 The RPC shall establish ownership of all 9-1-1 equipment located within the Local Government's jurisdiction. The RPC may maintain ownership, or it may agree to transfer ownership to the Local Government according to established policy.

3.2.3 The Local Government shall ensure that sufficient controls and security exist by which to protect and safeguard the 9-1-1 equipment against loss, damage or theft.

3.2.4 Ownership and transfer-of-ownership documents shall be prepared by the RPC and signed by both parties upon establishing ownership or transference of ownership of any such 9-1-1 equipment in accordance with TxGMS and the Texas Comptroller of Public Accounts. Sample forms are provided as Attachments A and B to this Agreement.

3.2.5 Replacement insurance on 9-1-1 equipment shall be purchased and maintained by **Coastal Bend Council of Governments** and proof of insurance shall be provided upon request.

3.2.6 The RPC and/or the Commission shall be reimbursed by the Local Government for any damage to 9-1-1 equipment other than ordinary wear and tear.

3.3 Inventory

3.3.1 The RPC shall maintain a current inventory of all 9-1-1 equipment consistent with Applicable Law;

3.3.2 All 9-1-1 equipment shall be tagged with identification labels.

3.3.3 Any lost or stolen 9-1-1 equipment shall be reported by the Local Government to the RPC as soon as possible.

3.4 Security

3.4.1 The Local Government shall limit access to all 9-1-1 equipment and related data only to authorized personnel.

3.4.2 Any suspicious or unusual activity, which may indicate an attempt to breach the integrity of 9-1-1 equipment or systems, shall be reported immediately by Local Government to RPC staff. Any actual, attempted, or suspected misuse of 9 1-1 equipment shall be reported immediately by Local Government to RPC staff.

3.5 Training

3.5.1 The Local Government shall notify the RPC of any new 9-1-1 call takers and schedule for applicable training as soon as possible.

3.6 Cybersecurity Training

3.6.1 Local Government Computer System: RPC and Local Government represents and warrants its compliance with Texas Government Code Section 2054.5191 relating to the cybersecurity training program for local government employees who have access to a local government computer system or database. The Local Government shall verify and report on the completion of a cybersecurity training program certified under Texas Government Code 2054.519 by employees of the Local Government, and require periodic audits to ensure compliance with this section.

3.6.2 State Computer System or Database: If RPC or the Local Government personnel have access to any state computer system or database, including a Commission computer system or database, such personnel must annually complete cybersecurity training certified under Texas Government Code Section 2054.519 and verify completion of the training program to the Commission pursuant to and in accordance with Texas Government Code Section 2054.5192.

3.7 Operations

The Local Government shall:

- 3.7.1 Designate a PSAP supervisor and provide related contact information to the RPC;
- 3.7.2 Monitor and test the 9-1-1 equipment and report any failures or maintenance issues immediately to the appropriate maintenance vendor and/or the RPC;
- 3.7.3 Coordinate with the RPC and local elected officials in the planning for and implementation and operation of all 9-1-1 equipment;
- 3.7.4 Allow 24-hour access to the 9-1-1 equipment for repair and maintenance service, as required;
- 3.7.5 Assist the RPC in conducting inspections of all 9-1-1 equipment at the PSAP as identified by the RPC for quality assurance;
- 3.7.6 Test all Telecommunications Devices for the Deaf (TDD) for proper operation;
- 3.7.7 Log all TDD 9-1-1 calls and equipment testing as required by the Americans with Disabilities Act of 1990;
- 3.7.8 Log all trouble reports and make copies available to the RPC as required by the RPC;
- 3.7.9 Make no changes to 9-1-1 equipment, software or programs without prior written consent from the RPC.

Article 4: Performance Monitoring

- 4.1 The RPC and the Commission reserve the right to perform on-site monitoring of the PSAP(s) for compliance with Applicable Law and performance of the deliverables specified in this Agreement. The Local Government agrees to fully cooperate with all monitoring requests from the RPC and/or the Commission for such purposes.

Article 5: Procurement

- 5.1 The RPC and the Local Government agree to use competitive procurement practices and procedures required by Applicable Law and RPC procurement policies in connection with any procurement to be funded with 9-1-1 Funds.
- 5.2 The RPC shall **reimburse or purchase where applicable** supplies necessary for performance of the deliverables per this Agreement.

- 5.3 The RPC and Local Government shall require any company that submits a bid or proposal with respect to a contract for goods or services to certify that the company, and, if applicable, any of its holding companies or subsidiaries, is not:
- a. Listed in Section 889 of the 2019 National Defense Authorization Act (NDAA); or
 - b. Listed in Section 1260H of the 2021 NDAA; or
 - c. Owned by the government of a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4; or
 - d. Controlled by any governing or regulatory body located in a country on the U.S. Department of Commerce's foreign adversaries list under 15 C.F.R. § 791.4.

Article 6: Financial

- 6.1 As authorized by Applicable Law, the provisioning of 9-1-1 service throughout the Region is funded by Commission grants of appropriated 9-1-1 Funds.
- 6.2 The RPC will provide 9-1-1 Funds to the Local Government on a cost reimbursement basis using a monitoring process that provides assurance that the reimbursement requests from the Local Government are complete, accurate, and appropriate.
- 6.3 The RPC may withhold, decrease, or seek reimbursement of 9-1-1 Funds in the event that those 9-1-1 Funds were used in noncompliance with Applicable Law.
- 6.4 The Local Government shall reimburse the RPC and/or the Commission, as applicable, any 9-1-1 Funds used in noncompliance with Applicable Law.
- 6.5 Such reimbursement of 9-1-1 Funds to the RPC and/or the Commission, as applicable, shall be made by the Local Government within 60 days after demand by the RPC, unless an alternative repayment plan is approved by the RPC and then submitted to the Commission for approval.
- 6.6 The Local Government commits to providing 9-1-1 services as a condition to receiving 9-1-1 Funds as prescribed by the RPC's Strategic Plan and any amendments thereto.

Article 7: Records

- 7.1 The Local Government will maintain adequate fiscal records and supporting documentation of all 9-1-1 Funds reimbursed to the Local Government for 9-1-1 service consistent with Applicable Law and generally accepted accounting principles and as approved in the RPC's current approved Strategic Plan;

- 7.2 The RPC or its duly authorized representative shall have access to and the right to examine and audit all books, accounts, records, files, and/or other papers or property pertaining to the 9-1-1 service belonging to or in use by the Local Government, the PSAP, or by any other entity that has performed or will perform services related to this Agreement.
- 7.3 The Commission and State Auditor's Office shall have the same access and examination rights as the RPC.

Article 8: Assignment

- 8.1 The Local Government may not assign its rights or subcontract its duties under this Agreement. An attempted assignment or subcontract in violation of this paragraph is void.

Article 9: Nondiscrimination and Equal Opportunity

- 9.1 The RPC and the Local Government shall not exclude anyone from participating under this Agreement, deny anyone benefits under this Agreement, or otherwise unlawfully discriminate against anyone in carrying out this Agreement because of race, color, religion, sex, age, disability, handicap, or national origin.

Article 10: Dispute Resolution

- 10.1 Disputes include, but are not limited to, disagreement between the parties about the meaning or application of the Strategic Plan, the Applicable Law or policy, or this Agreement.
- 10.2 The parties desire to resolve disputes without litigation. Accordingly, if a dispute arises, the parties agree to attempt in good faith to resolve the dispute between them. To this end, the parties agree not to sue one another, except to enforce compliance with this Article 10, until they have exhausted the procedures set out in this Article 10.
- 10.3 At the written request of either party, each party shall appoint one non-lawyer representative to negotiate informally and in good faith to resolve any dispute arising between the parties. The representatives appointed shall determine the location, format, frequency, and duration of the negotiations.
- 10.4 If the representatives cannot resolve the dispute within 30 calendar days after the first negotiation meeting, the parties agree to submit the dispute to a mutually designated legal mediator. Each party shall pay one-half the total fee and expenses for conducting the mediation.
- 10.5 The parties agree to continue performing their duties under this Agreement, which are unaffected by the dispute, during the negotiation and mediation process.

- 10.6 If mediation does not resolve the parties' dispute, the parties may pursue their legal and equitable remedies.

Article 11: Suspension for Unavailability of Funds

- 11.1 In the event that (i) the RPC's approved budget and/or appropriations to the Commission from the Texas Legislature do not permit or otherwise appropriate funds for reimbursement to Local Government provided for in this Agreement, and (ii) such lack of permission or non-appropriation shall not have resulted from any act or failure to act on the part of the RPC, and (iii) the RPC has exhausted all funds legally available for reimbursement to Local Government, and no other legal procedure shall exist whereby payment hereunder can be made to Local Government; and (iv) RPC has negotiated in good faith with Local Government to develop an alternative payment schedule or new agreement that will accommodate RPC's approved budget and/or appropriations for the applicable period, then RPC will not be obligated to reimburse the Local Government for the applicable budget year(s).

Article 12: Notice to Parties

- 12.1 Notice under this Agreement must be in writing and received by the party against whom it is to operate. Notice is received by a party (1) when it is delivered to the party personally; or (2) on the date shown on the return receipt if mailed by registered or certified mail, return receipt requested, to the party's address specified in this Article and signed on behalf of the party.
- 12.2 The RPC's address is:

**Coastal Bend Council of Governments
2910 Leopard Street
Corpus Christi TX, 78408**

The Local Government's address is:

**Office of the City Manager
City of Ingleside
PO Drawer 400
Ingleside, TX 78362**

- 12.3 A party may change its address by providing notice of the change in accordance with paragraph 12.1.

Article 13: Effective Date and Term

- 13.1 This Agreement is effective as of September 1, 2025 and shall terminate on August 31, 2027.
- 13.2 In the event of default in the performance of this Agreement, the non-defaulting party may terminate this Agreement after providing written notice of the default to the defaulting party, and the failure of the defaulting party to cure said default within 30 calendar days of said notice.
- 13.3 If this Agreement is terminated for any reason, the RPC shall not be liable to the Local Government for any damages, claims, losses, or any other amounts arising from or related to any such termination.

Article 14: Force Majeure

- 14.1 The RPC may grant relief from performance of the Agreement if the Local Government is prevented from performance by act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of the Local Government. The burden of proof for the need of such relief shall rest upon the Local Government. To obtain release based on force majeure, the Local Government shall file a written request with the RPC.

Article 15: Confidentiality

- 15.1 The parties will comply with the Public Information Act, Texas Government Code, Chapter 552 as interpreted by judicial opinions and opinions of the Attorney General of the State of Texas. This Agreement and all data and other information generated or otherwise obtained in its performance may be subject to the Texas Public Information Act. The parties agree to maintain the confidentiality of information received during the performance of this Agreement.
- 15.2 The Local Government or its duly authorized representative will notify the RPC upon receipt of any requests for information related to this Agreement and all data and other information generated or otherwise obtained in its performance.

Article 16: Indemnification

- 16.1 To the extent authorized by law, each party agrees to indemnify the other and agrees to defend its governing body members, officers and employees, against any claim, suit or administrative proceeding, and to indemnify them against any liability including all costs, expenses, and reasonable attorney's fees incurred arising out of an act or omission of the governing body, any officer, employee or agent in carrying out this Agreement.

Article 17. Historically Underutilized Business Requirements

- 17.1 The Local Government shall comply with requirements of Texas Government Code, Chapter 2161 regarding Historically Underutilized Businesses.

Article 18: Miscellaneous

- 18.1 For purposes of this Agreement, terms not specifically defined herein are defined in the Applicable Law.
- 18.2 Each individual signing this Agreement on behalf of a party warrants that he or she is legally authorized to do so, and that the party is legally authorized to perform the obligations undertaken.
- 18.3 This Agreement constitutes the entire agreement between the parties and supersedes any and all oral or written agreements between the parties relating to matters herein. An amendment to this Agreement is not effective unless in writing and signed by both parties.
- 18.4 All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect the term of this Agreement, which shall continue in full force and effect.
- 18.5 The following Attachments are part of this Agreement:
- | | |
|--------------|---|
| Attachment A | Ownership Agreement |
| Attachment B | Transfer of Ownership Form |
| Attachment C | Scope of Work |
| Attachment D | PSAP Operations Performance Measures and Monitoring |
| Attachment E | Commission Documents |
- 18.6 This Agreement is binding on, and to the benefit of, the parties' successors in interest.
- 18.7 This Agreement is executed in duplicate originals.

Coastal Bend Council of Governments

By: Emily Martinez

Printed Name: Emily Martinez

Title: Executive Director

Date: 07/21/2025

City of Ingleside

By: _____

Printed Name: _____

Title: _____

Date: _____

Attachment A Ownership Agreement

As stipulated in Article 3 of the Agreement, the RPC shall establish ownership of all 9-1-1 equipment located within the Local Government's jurisdiction.

The RPC hereby establishes all 9-1-1 equipment located at Ingleside Police Department (PSAP Name), in Duval County, to be the property of **Coastal Bend Council of Governments**, hereinafter referred to as "Owner".

Following is an itemized listing of 9-1-1 equipment hereby defined as the property of Owner.

- *See Inventory list on Next Page*
- *Any equipment with a CBCOG numbered tag/barcode*

Coastal Bend Council of Governments

By: Emily Martinez

Printed Name: Emily Martinez

Title: Executive Director

Date: 07/21/2025

City of Ingleside

By: _____

Printed Name: _____

Title: _____

Date: _____

Description	Type	Serial #:	Model #:	Last Installed	Retail Value
IWS Workstation	CPU	S22490080	Power 911	11/4/2024	\$273.00
IWS Workstation	CPU	S22490689	Power 911	11/4/2024	\$273.00
Dell Monitor 21.5"	Monitor	CN00F0RPFCC0	E2220H	11/4/2024	\$325.20
LED Backlit		025GFT3I			
Dell Monitor 21.5"	Monitor	CN00F0RPFCC0	E2220H	11/4/2024	\$325.20
LED Backlit		025GFT4I			
Dell Monitor 21.5"	Monitor	CN00F0RPFCC0	E2220H	11/4/2024	\$325.20
LED Backlit		025GFT1I			
Dell Monitor 21.5"	Monitor	CN00F0RPFCC0	E2220H	11/4/2024	\$325.20
LED Backlit		025GFT5I			
Genovation Macro	Key Pads	CP24-USB-	CP24-USBHID	8/30/2023	\$162.00
Keypad		083122-1494			
Genovation Macro	Key Pads	CP24-USB-	CP24-USBHID	8/30/2023	\$162.00
Keypad		083122-1488			
TDD STAND	ULTRATEC				
ALONE	TDD	30284710149	SPR4425A		\$300.00
APC Battery	UPS	4B2324P04656	BR1500MS2	7/26/2024	\$257.88
APC Battery	UPS	4B2324P05232	BR1500MS2	7/26/2024	\$257.88
HP ENVY 7855	PRINTER	CN38EC5G2V	CN583A		\$249.99
CISCO Router 4331	Router	FLM1953W0ST	ISR4331	1/5/2021	\$1,550.00
2 Port Card	2 Port WAN				
	NIM	FOC2811BND	GE Wan Nim	2/14/2024	\$1,649.61
CISCO Switch	Switch	FOC2627501S	C9200L, 24	11/4/2024	\$6,600.00
CISCO Switch	Switch	FOC262750XC	C9200L, 24	11/4/2024	\$6,600.00
Object Server w/	DELL		port		
Device Master	PowerEdge	927G0R3	R260 XE,	11/4/2024	\$6,542.40
VIPER Gateway			XEON E-2434		
Chassis G3		S22460052		11/4/2024	\$831.60
AIM G3 (inside	AIM			11/4/2024	\$1,058.40
chassis)					
Sierra Wireless	Wireless	N61433023501B			
AirLink	Modem	239	MP70	4/14/2025	\$1,695.96
			SMT1500RM2		
APC Battery	UPS		UCUS	7/8/2023	\$1,126.19
VISTACOM					
RECORDER	911 PSAP				
NEXLOG	Recorder	740000670	NEXLOG 740		
VIPER REMOTE -			2626/VOIP		
POSITRON CPE			GATEWAY		
EQUIPMENT	Switches		MP-108		

The above list is accurate as of June 1, 2025. Tag numbers and detailed location (front or back room) have been omitted to have space for the print out. A complete list can be requested via written request to the 911 Program Director.

Attachment B

Transfer of Ownership Form

As stipulated in Article 3 of the Agreement between Coastal Bend Council of Governments (RPC) and City of Ingleside (Local Government) dated as of September 1, 2025, the RPC shall document all transfers of ownership of 9-1-1 equipment between the RPC and the Local Government.

Indicate the appropriate classification:

Transfer _____ Disposition _____ Lost _____

Please provide the following information in as much detail as possible.

Inventory Number	Current Assignee:
Description	Location:
Serial Number	Signature:
Acquisition Date	Date:
Acquisition Cost	New Assignee:
Vendor	Location:
Invoice Number	Signature:
Purchase Order Number	Date:
Condition	

Continued.....

Attachment B

Transfer of Ownership Form (continued)

Action Recommended by: _____

Title: _____

Date: _____

Comments: _____

Approved: _____ Yes _____ No

Proceeds, if any: _____

Approved by: _____

Title: _____
Comptroller

Date: _____

Disposed or Lost Property shall require approval by the agency head.

Reviewed by: _____
Executive Director (or other appropriate title of agency head)

Date: _____

Attachment C

Scope of Work

The Coastal Bend Council of Governments (CBCOG) For 9-1-1 in Attachment C is responsible for the PSAP(s) herein regarding the Interlocal Agreement. CBCOG is responsible for the following related to the 9-1-1 network :

- Geographic Information Systems (GIS) data related to call taking
 - o Addressing guidelines and assistance
 - Please note that CBCOG does **not** issue 9-1-1 or situs addresses.
 - The Role of the 911 department at CBCOG is to *assist* the addressing agent.
 - o Compliance with Commission on State Emergency Communication (CSEC) guidelines on the delivery of a 9-1-1 call
- Front and Back Room CPE (Customer Premise Equipment) related to the delivery of a 9-1-1 call
 - o This is in general but not limited too:
 - Front room equipment
 - Uninterruptable Power Supply Battery
 - Call taking equipment
 - o Hand/headset
 - o Computer specific for 911 calls
 - Computer Peripherals (mouse, keyboard, etc.)
 - Back Room Equipment
 - Switches
 - Routers
 - Primary and backup internet for the delivery of 9-1-1 calls
 - Server mount Uninterruptable Power Supply (UPS)
- Compliance Monitoring visits conducted twice a year on equipment but not limited too:
 - o Testing of 9-1-1 lines to receive and send calls of the PSAP at time of visit
 - o Automatic Location Information (ALI) and other information showing correctly on the general user interface (GUI) when a 9-1-1 call comes in
 - o Condition of the PSAP at the time of visit
 - Is the work area clean?
 - Are doors locked/ is equipment properly secure?
- 911 Education for the benefit of call taking for 9-1-1
 - o Distributable/materials that are for functions for public events related to 9-1-1
 - o Presentations to the public on how to call, when to call, why to call 9-1-1 and other features related to 9-1-1 such as text to 911
 - o Posting on social media (Twitter, Facebook, LinkedIn, ETC) for community outreach to educate the public on 9-1-1.

Each dispatch room is also provided with a physical binder that explains the best practices for 9-1-1 system training, standard operating procedures for contingency plans, network diagrams and PSAP monitoring procedures that are related to 9-1-1. This and related information is available at the CBCOG office or by contacting any of the 9-1-1 employees. It is planned during the calendar year of 2025 to move to digital distribution for easier deployment for all PSAPs and updating.

If any changes arise in the scope of work, the PSAP Manager, Sherriff or Chief and signer of this document will be notified.

Attachment D

PSAP Operations Performance Measures and Monitoring

Reports

The RPC may request that the Local Government provide it with specialized reports which will not duplicate information readily available from vendors. Such reports shall include, but are not limited to:

As needed.

Logs

The Local Government shall provide copies of logs and reports to assist with the RPC's collection of efficiency data on the operation of PSAPs including, but not limited to:

1. Trouble report logs at least once per _____;
2. List of service affecting issues once per _____;
3. Certification of TTY/TDD testing once per _____; and
4. TTY/TDD call logs.

Quality Assurance Inspections

RPC personnel will conduct site visits at least **twice** per year to evaluate the condition of equipment, efficiency of PSAP operations, and compliance with the Agreement.

In addition, quality assurance inspections will be conducted as follows:

The 9-1-1 compliance monitoring list has been attached. The full file and information on compliance monitoring can be located at https://www.csec.texas/gove/s/program-policy-statements?language=en_US for PPS-031 PSAP Monitoring Checklist.

If any items are considered out of compliance on the compliance checklist, CBCOG will discuss the severity of the matter with the executive director and inform both the PSAP manager and elected official.

Best Practices Model Monitoring Checklist for PSAP's (RPC Name): CBCOG

County Name: _____

Date: _____

PSAP Name: _____

Telephone Number: _____

PSAP Contact

RPC 9-1-1

Person: _____

Coordinator: _____

Previous Findings:**1. CPE - Front Room**

CPE: Leased or Owned

CPE Vendor: Intrado Life & Safety Services

CPE Maintenance Vendor:

CPE Description/Model:

Category	Check Box if in Compliance	Findings	Comments
Lighting	☐		
Cleanliness	☐		
Ventilation	☐		
Inventory tags	☐		
Secure from general public; accessible to PSAP staff	☐		
Redundant 9-1-1 call taking equipment functioning (PPS 031)	☐		

ANI/ALI display (PPS 031)	☐		
Map display, if applicable	☐		
No unauthorized third-party software/integratio n (PPS 031)	☐		
Language Line speed dial/direct dial transfer/accessibili ty (PPS 031)	☐		
Language Line account number & PSAP access code visible	☐		
Poison Control direct dial transfer (PPS 031)	☐		
Poison Control 10- digit number displayed	☐		
Published PSAP 10-digit emergency telephone number (PPS 031)	☐ ☐		
RPC Contact information	☐		
Wireless Phase I & II E9-1-1 level of service (PPS 031)			
Equipment repair/trouble contact information	☐		
Make busy overflow	☐	To: _____	
Contingency Plan (PPS 031) To: Name of PSAP/County	☐	To: _____	

Network Testing (PPS 031)	☐		
Maintenance trouble/trouble report logs	☐		
Direct dial transfers & labels, if applicable	☐		
9-1-1 ANI/ALI Discrepancy Reports	☐		
TTY test call log (PPS 031)	☐		
Required TTY training offered (PPS 031)	☐		
Stand alone TTY accessible (PPS 031)	☐		
Printer functioning - adequate paper & ribbon, if applicable	☐		

2. CPE Backroom

Category	Check Box if in Compliance	Findings	Comments
Redundant network connections functioning (PPS 031)	☐		
Cleanliness	☐		
Ventilation	☐		
Lighting	☐		
Secure from general public; accessible to PSAP staff	☐		

Back-up Power/UPS (PPS 031)	☐		
Generator testing	☐		
3. Recorders			
Brand/Model:			
Category	Check Box if in Compliance	Findings	Comments
Accessible	☐		
Verify & list number of channels	☐		
Verify & list number of channels dedicated to 9-1-1 lines	☐		
Functioning - each 9-1-1 line being recorded (PPS 031)	☐		
Adequate supply of storage media	☐		

Attachment E

Commission Documents

The following documents govern the funding and provisioning of 9-1-1 services by the RPC:

1. Commission Legislation: https://www.csec.texas.gov/s/statutes?language=en_US
2. Commission Rules: https://www.csec.texas.gov/s/rules?language=en_US
3. Commission Program Policy Statements:
https://www.csec.texas.gov/s/program-policy-statements?language=en_US

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 12

Deliberate and take appropriate action on awarding a proposal for the purchase and installation of a backup electrical generator at the City of Ingleside Public Library.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Staff was tasked by the City Council to evaluate the readiness of all City buildings in the event of a severe weather event. It was determined that all City buildings had an alternate power source in the event of a power outage, except for the Library and Municipal Court buildings. Quotes have been obtained for the supply and installation of a permanent mount generator for each of these two buildings.

Three area electric companies provided quotes being: Bell's Air Conditioning & Heating in the amount of \$44,771.75; McWhorter's Electric, Inc. in the amount of \$45,925.00; and Hayne's Electric LLC in the amount of \$51,100.00.

FISCAL ANALYSIS:

The proposed purchase will be funded by the 2024 Capital Bond that has a budget of \$750,000 for generators for lift stations. Because of the importance of the operation of the buildings, staff is proposing to use a portion of the funds for the purchase.

RECOMMENDATION:

Staff recommends waiving any informalities and awarding this proposal in the amount of \$44,771.75 to Bell's Air Conditioning & Heating of Aransas Pass , TX.

ATTACHMENTS:

1. BELLS QUOTE-LIBRARY GENERATOR
2. MCWHORTER QUOTE-LIBRARY GENERATOR
3. HAYNES QUOTE-LIBRARY GENERATOR 2



Bell's Air Conditioning & Heating

City of Ingleside
City of Ingleside
PO Drawer 400
Ingleside, TX 78362

(361) 776-3815
ap@inglesidetx.gov

ESTIMATE	#202596
ESTIMATE DATE	Jul 28, 2025
SERVICE DATE	Jul 28, 2025
TOTAL	\$44,771.75

SERVICE ADDRESS
2775 Waco St
Ingleside, TX 78362

CONTACT US
702 S. Commercial Street
Aransas Pass, TX 78336

(361) 775-2665
BellsAcHeating@gmail.com

ESTIMATE

Services	qty	unit price	amount
Installation of a Generator and Transfer Switch	1.0	\$0.00	\$0.00
Dale called in and would like an Estimate for the Installation of a 48KW Generator w/ ATS, with Smart Module to be able to stage in (4) A/C Units			

Services subtotal: \$0.00

Materials	qty	unit price	amount
RD04833ADAL - Protector Diesel 48kW 120/240 1P Liquid-Cooled Generator, Long Run Tank	1.0	\$0.00	\$0.00
Protector Diesel 48kW 120/240 1P Liquid-Cooled Generator, Long Run Tank			
Approx. 9 week Lead Time (as of time of Estimate)			

G0099510 - 200A Service Entrance Rated Automatic Transfer Switch with Integrated SPD	1.0	\$0.00	\$0.00
200 Amp Service Rated Transfer Switch with Integrated SPD			

This series of Generac Residential Automatic Transfer Switches is designed for use with single phase generators that utilize an Evolution™ or Power Zone™ 200 controller. Designed with a focus on enhanced reliability to deliver increased performance and owner peace of mind. Industry leading with a factory-installed whole-home surge protection device (SPD) protecting both your home and Generac Home Standby Generator from damaging power surges and transients.

Approx. 1 week Lead Time w/ Limited Inventory (as of time of Estimate)

Supplies - Control Wire	1.0	\$0.00	\$0.00
Control Wire to connect all (4) A/C Units to Smart Module in Transfer Switch Routed through attic to A/C Air Handler Locations (Approx. 80ft x 3, and Approx. 50ft x 1) This will prevent all the A/C units from being able to come on at one time during a power outage and overloading the generator			

Generator Wire	1.0	\$0.00	\$0.00
3/0 THHN Wire / 3 Conductors & #4 Ground 18/7 control wire			

Supplies - Material	1.0	\$0.00	\$0.00
Material from Main Panel to ATS and ATS to Generator Conduit 3 " & 1" to Gen, 3" to ATS Fittings			

Wire
Lugs (Ground & Neutral)

Located Approx. 10ft from Building

Concrete Pad	1.0	\$0.00	\$0.00
Pour Concrete Pad (Approx. 9'x10')			

Service - Freight & Handling	1.0	\$0.00	\$0.00
------------------------------	-----	--------	--------

Permits & Inspections - City Permit	1.0	\$0.00	\$0.00
Any additional Permits, Inspections, or Engineering Needed / Required will be at an additional cost.			

Permits & Inspections - TDI - Permit & Inspections	1.0	\$0.00	\$0.00
TDI Windstorm Permit / Inspection			
WPI1, WPI2, WPI8			

Included

Generac Extended Warranty (10 Year)	1.0	\$0.00	\$0.00
DEW-EXWAR200003 - 10 Year Liquid Cooled Extended Limited Warranty - 22kW to 60KW			

Included

Material & - Labor	1.0	\$44,771.75	\$44,771.75
70% Deposit will be required to order the Equipment			

Information - Information	1.0	\$0.00	\$0.00
All Trenches to be dug by City Personnel			

Generac Liquid Cooled Generators do have an extended lead time

Price may vary, If equipment cost is increased by manufacturer (IE: Tariffs, Freight, ETC.)

Materials subtotal: \$44,771.75

Subtotal	\$44,771.75
----------	-------------

Tax (Sales Tax 8.25%)	\$0.00
-----------------------	--------

Total	\$44,771.75
--------------	--------------------

All invoices are due upon services rendered, unless discussed prior to work beginning. Any invoice that exceeds \$1,000 paid by credit card is subject to a 5% convenience fee. Fee will be calculated using the grand total of the invoice. Invoices are subject to a 10% late fee, assessed every 30 days, if said invoice is not paid when services are rendered.

Thank you for your Business!!!

Like us on facebook @bellsairconditioningandheating

MCWHORTER ELECTRIC, INC.
TECL#:21804 LICENSED
P.O. Box 808
Portland, TX 78374

Estimate

Date	Estimate #
7/3/2025	18910

Name / Address
City of Ingleside Library 2775 Waco St Ingleside, TX 78362

Project
48 KW Diesel 7/3/25

Description		Total
Provide materials and labor to install a 120/240 Volt 1 Phase 48KW Diesel Generator with Extended Run Fuel Tank. Install a 200 Amp 120/240 Volt 1 Phase Auto Transfer Switch with Smart Module. Pour a 10 x 10 Concrete Pad with Rebar installed within 20 Feet of the Electrical Meter on Building and mount transfer switch next to electrical meter in place of existing Main Breaker Panel. Generator will set out from Meter Can approximately 8 feet from building near the tree area. Includes Windstorm Certificate and 10 Year Extended Warranty. Will also simulate a power outage to insure auto transfer switch is operating properly unless owner does not want power interrupted for operating systems. Owner to instruct if they do or don't want simulated power outage. Includes installing Surge Protection Device on Main Panel to bring it up to code. Generator will deliver power to all electrical for your main panel, Owner must manage power consumption if any electrical equipment draws more power than available. Note: Current Lead Time for generator installation is currently 13 weeks from time of approval and is subject to change based on equipment availability and based on production. If interested you can add these items, mark all that apply; •Annual Maintenance \$550.00 •Surge Protection for Main Structure \$525.00 -Spoke with Mark on 7/30, this is included in original price •Surge Protection for Equipment \$525.00 •10 Year Extended Warranty \$1,485.00 Sent: 7/3/25, 7/11/25 Thanks: Mark Williams		45,925.00
		Subtotal \$45,925.00
Thank you for your business! Card has a 3% transaction fee but checks		Sales Tax (8.25%) \$0.00
		Total \$45,925.00

Thank you for your business! Card has a 3% transaction fee but checks

TOTAL WITH ADD-ONS-\$48,485.00

HAYNES

ELECTRIC LLC



2498 Main St
Ingleside, TX 78362
(361) 643-5432 / (361) 774-9976
phaynes@hayneselectric.net

Estimate

ESTIMATE#	1019666210
DATE	07/01/2025
PO#	

CUSTOMER

City of Ingleside
PO Drawer 400
Ingleside TX 78362

SERVICE LOCATION

City of Ingleside
2775 Waco
Ingleside TX 78362

DESCRIPTION

Library:

- 48kw Generac Diesel Generator w/ Long Run Tank
- 200a Service Rated ATS w/ Smart Module for A/C Units
- All Appropriate Conduit, Wire, Etc. Needed for Complete Installation
- Control Wire installed to Ea. A/C Air Handler Unit x 4
- 10x10 Concrete Pad w/ rebar
- Windstorm Cert. (WPI8)
- 10Yr Extended Warranty

Estimate

Description	Qty	Rate	Total
Material	1.00	36,600.00	36,600.00
Labor	1.00	8,000.00	8,000.00
Equipment Equipment crane, shipping costs, concrete pad costs	1.00	6,500.00	6,500.00
Tax Exempt- Government Entity		0.00%	0.00

CUSTOMER MESSAGE

TECL # 22379 Regulated by the Texas Department of
Licensing and Regulation PO Box 12157, Austin, Tx.
78711 800-803-9202, 512-463-6599 www.tdlr.gov

Estimate Total:

\$51,100.00

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 13

Deliberate and take appropriate action on awarding a proposal for the purchase and installation of a backup electrical generator at the City of Ingleside Municipal Court.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Staff was tasked by the City Council to evaluate the readiness in the event of a severe weather event on all City buildings. It was determined that all City buildings had an alternate power source in the event of a power outage, except for the Library and Municipal Court building. A quote has been sought out for the supply and installation of a permanent mount generator for each of these two buildings.

Three area electric companies provided quotes being: Bell's Air Conditioning & Heating in the amount of \$46,171.75; McWhorter's Electric, Inc. in the amount of \$47,400.00; and Hayne's Electric LLC in the amount of \$50,577.36.

FISCAL ANALYSIS:

The proposed purchase will be funded by the 2024 Capital Bond that has a budget of \$750,000 for generators for lift stations. Because of the importance of the operation of the buildings, staff is proposing to use a portion of the funds for the purchase.

RECOMMENDATION:

Staff recommends waiving any informalities and awarding this proposal in the amount of \$46,171.75 to Bell's Air Conditioning & Heating of Aransas Pass, TX.

ATTACHMENTS:

1. BELLS QUOTE -COURT GENERATOR
2. MCWHORTER QUOTE-COURT GENERATOR
3. HAYNES QUOTE-COURT GENERATOR 2



Bell's Air Conditioning & Heating

City of Ingleside
City of Ingleside
PO Drawer 400
Ingleside, TX 78362

(361) 776-3815
ap@inglesidetx.gov

ESTIMATE	#202597
ESTIMATE DATE	Jul 28, 2025
SERVICE DATE	Jul 28, 2025
TOTAL	\$46,171.75

SERVICE ADDRESS
2867 Ave J, Court
Ingleside, TX 78362

CONTACT US
702 S. Commercial Street
Aransas Pass, TX 78336

(361) 775-2665
BellsAcHeating@gmail.com

ESTIMATE

Services	qty	unit price	amount
Installation of a Generator and Transfer Switch	1.0	\$0.00	\$0.00
Dale called in and would like an Estimate for Installing a 48KW Generator at the Court Building Location (To Include Providing Generator power for panel located at the Basket ball Covered Area)			

Services subtotal: \$0.00

Materials	qty	unit price	amount
RD04833ADAL - Protector Diesel 48kW 120/240 1P Liquid-Cooled Generator, Long Run Tank	1.0	\$0.00	\$0.00
Protector Diesel 48kW 120/240 1P Liquid-Cooled Generator, Long Run Tank			
Approx. 9 week Lead Time (as of time of Estimate)			

G0099510 - 200A Service Entrance Rated Automatic Transfer Switch with Integrated SPD	1.0	\$0.00	\$0.00
200 Amp Service Rated Transfer Switch with Integrated SPD			

This series of Generac Residential Automatic Transfer Switches is designed for use with single phase generators that utilize an Evolution™ or Power Zone™ 200 controller. Designed with a focus on enhanced reliability to deliver increased performance and owner peace of mind. Industry leading with a factory-installed whole-home surge protection device (SPD) protecting both your home and Generac Home Standby Generator from damaging power surges and transients.

Approx. 1 week Lead Time w/ Limited Inventory (as of time of Estimate)

Generator Wire	1.0	\$0.00	\$0.00
3/0 THHN Wire / 4 Conductors 18/7 control wire			

Supplies - Material	1.0	\$0.00	\$0.00
Material from Main Panel to ATS and ATS to Generator Conduit 3 " & 1" to Gen, 3" to ATS Fittings Wire Lugs (Ground & Neutral)			
Located Approx. 20ft from Building Meter			

Concrete Pad Pour Concrete Pad (Approx. 9'x10') with 5'x10' Elevated 1.8' Base flood elevation w/ Rebar	1.0	\$0.00	\$0.00
Service - Freight & Handling	1.0	\$0.00	\$0.00
Permits & Inspections - City Permit Any additional Permits, Inspections, or Engineering Needed / Required will be at an additional cost.	1.0	\$0.00	\$0.00
Permits & Inspections - TDI - Permit & Inspections TDI Windstorm Permit / Inspection WPI1, WPI2, WPI8	1.0	\$0.00	\$0.00
Generac Extended Warranty (10 Year) DEW-EXWAR200003 - 10 Year Liquid Cooled Extended Limited Warranty - 22kW to 60KW Included	1.0	\$0.00	\$0.00
Material & - Labor 70% Deposit will be required to order the Equipment	1.0	\$46,171.75	\$46,171.75
Information - Information All Trenches to be dug by City Personnel Generac Liquid Cooled Generators do have an extended lead time Price may vary, If equipment cost is increased by manufacturer (IE: Tariffs, Freight, ETC.)	1.0	\$0.00	\$0.00

Materials subtotal: \$46,171.75

Subtotal	\$46,171.75
Tax (Sales Tax 8.25%)	\$0.00

Total **\$46,171.75**

All invoices are due upon services rendered, unless discussed prior to work beginning. Any invoice that exceeds \$1,000 paid by credit card is subject to a 5% convenience fee. Fee will be calculated using the grand total of the invoice. Invoices are subject to a 10% late fee, assessed every 30 days, if said invoice is not paid when services are rendered.
Thank you for your Business!!!

Like us on facebook @bellsairconditioningandheating

MCWHORTER ELECTRIC, INC.
TECL#:21804 LICENSED
P.O. Box 808
Portland, TX 78374

Estimate

Date	Estimate #
7/11/2025	18922

Name / Address
City of ingleside Courthouse

Project
48 KW Diesel 7/10/25

Description	Total
Provide materials and labor to install a 120/240 Volt 1 Phase 48KW Diesel Generator with Extended Run Fuel Tank and a 200 Amp 120/240 Volt 1 Phase Auto Transfer Switch. Includes a 10 x 9 Concrete Pad with Rebar installed within 20 Feet of the Electrical Meter on Building. Mount transfer switch next to electrical meter in place of existing Main Breaker Panel. Generator will set out from Meter Can approximately 8 feet from building to the West on the Pad with a 10 Foot by 5 Foot raised 1.8 Feet from grade level, pad to go up to building foundation. Includes Windstorm Certificate and 10 Year Extended Warranty. Annual maintenance for liquid cooled Diesel equipment includes changing oil and oil filter once a year, checking coolant level and topping off as needed, check belts and hoses for wear or leaks, check Fuel Filter for replacement if needed. Full inspection of unit for any obvious issues such as accumulated trash inside and outside the unit that could cause operating issues, check for leaks and signs of abnormal wear. Owner to instruct if they do or don't want simulated power outage. Maintenance Does Not include replacement of coolant, belts or hoses or any other normal wear items beyond Oil, Oil Filter, Fuel Filter and Air filter at required intervals. Includes installing Surge Protection Device on Main Panel to bring it up to code. Generator will deliver power to all electrical for your main panel, Owner must manage power consumption by shutting off controllers or breakers if any electrical equipment draws more power than available. Generator will be bolted to pad to meet the windstorm ratings, Customer is required to contact their windstorm insurance provider and have them inspect for compliance if needed. Current Lead Time for generator installation is currently 13 weeks OR MORE from time of approval and is subject to change based on equipment availability and subject to change based on production. If interested you can add these items, mark all that apply; •Annual Maintenance \$550.00 •Surge Protection for Main Structure \$525.00 •Surge Protection for Equipment \$525.00 •10 Year Extended Warranty \$1,485.00 Thanks: Mark Williams Sent: 7/11/25, 7/25/25	47,400.00 -Spoke with Mark on 7/30, this is included in original price
	Subtotal \$47,400.00
	Sales Tax (8.25%) \$0.00
	Total \$47,400.00

Thank you for your business! Card has a 3% transaction fee but checks

TOTAL W/ADD-ONS \$49,960.00

HAYNES

ELECTRIC LLC



2498 Main St
Ingleside, TX 78362
(361) 643-5432 / (361) 774-9976
phaynes@hayneselectric.net

Estimate

ESTIMATE#	1019666211
DATE	07/01/2025
PO#	

CUSTOMER

City of Ingleside
PO Drawer 400
Ingleside TX 78362

SERVICE LOCATION

City of Ingleside
2867 Avenue J
Ingleside Texas 78362-6353

DESCRIPTION

Court:

- 48kw Generac Diesel Generator w/ Long Run Tank 200a Service Rated ATS
- All Appropriate Conduit, Wire, Etc. Needed for Complete Installation
- Pour Concrete Pad (Approx. 10'x9') with 10'x5' Elevated 1.8' Base flood elevation w/ Rebar
- Windstorm Cert. (WPI8)
- 10Yr Extended Warranty

Estimate

Description	Qty	Rate	Total
Material	1.00	35,877.36	35,877.36
Labor	1.00	8,200.00	8,200.00
Equipment Equipment crane, shipping costs, concrete pad costs	1.00	6,500.00	6,500.00
Tax Exempt- Government Entity		0.00%	0.00

CUSTOMER MESSAGE

TECL # 22379 Regulated by the Texas Department of
Licensing and Regulation PO Box 12157, Austin, Tx.
78711 800-803-9202, 512-463-6599 www.tdlr.gov

Estimate Total: \$50,577.36

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 14

Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Parks and Recreation Department for the Zombie Walk and Trick or Treat Trail at Live Oak Park on October 25, 2025, from 5 PM – 7 PM, and the closure of the loop around Live Oak Park during the event.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The Parks and Recreation Department is planning the annual Zombie Walk and Trick-or-Treat Trail on Saturday, October 25, 2025, from 5:00–7:00 PM at Live Oak Park. This family-friendly event will include a themed trick-or-treat trail, a zombie walk, and a variety of fun contests such as Best Scream, Best Costume, Best Pet Costume, and Best Zombie Walk. To ensure a safe and enjoyable experience for all participants, the loop around Live Oak Park is being requested to be closed during the event. Parking accommodations will be at the Bennie Diegel parking lot, with signage and directions available for attendees. This event provides a safe and festive environment for families to celebrate Halloween while encouraging community engagement and participation.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

The staff recommends approval.

ATTACHMENTS:

1. Zombie Walk 2025
2. Zombie Walk Special Event Permit signed



INGLESIDE PARKS AND RECREATION
SATURDAY, OCTOBER 25TH



WALK STARTS AT
5:15PM

**& TRICK OR
TREAT TRAIL**

LIVE OAK PARK
5-7 PM

SCREAM CONTEST, FACE PAINTING, ZOMBIE WALK & MORE

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Non-Profit? Yes ☐ No ☒

Your Name: Paul Pulley HOT Fund Application? Yes ☐ No ☒

Address: 2821 Main St City Ingleside Zip 78362

Phone (include area code): 361-776-3438 Email: vpulley@inglesidetx.gov

Name of Event: Zombie Walk Date of Event: October 25, 2025

Estimated Attendance: 150+

Facility Requested:

☐ Cove Park

☐ Faith Park:

☐ Garden Center

☐ Dixie Diegel Fields

☐ Other _____

☐ Humble Community Center

☒ Live Oak Park:

☐ Disc Golf

☐ Tennis Courts

☐ Bennie Diegel Fields

☒ Other: Loop and parking lot near tennis courts

☐ N.O. Simmons Park:

☐ Basketball Pavilion

☐ Parking Lot

☐ Picnic Pavilion

☐ Soccer Fields

☐ Football Fields

☐ Other: _____

☐ Whitney Lake Park

Special Requests:

☐ Handwashing Stations

☐ Ticket Booths

☐ Trash Receptacles

☒ Barricades

☐ Move Soccer goals

☐ Temporary Fencing

☐ Electricity

☐ Water

Special Use Activities (check all that apply):

☐ Extended Hours of Park Operation

☐ Overnight Camping

☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)

☒ Street and/or Sidewalk Closure

☐ Other: _____

Specific time special use activity will take place: 5-7 PM

Indicate set-up and take-down times: Setup will begin at 3 with take down immediately after 7

Applicant Initial VP

City of Ingleside

It is understood that the renter/user of Ingleside community facilities at all times indemnify, defend, and hold harmless the City of Ingleside, Texas, its officers, employees and contractors from and against any and all claims, damages, losses and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Ingleside facilities. You will be responsible for cleanup and any damage incurred by your event.

NOTE: The permittee shall be responsible for returning the park's grounds to their original state.

Paul Pully
Signature of Adult Applicant

8-13-25
Date:

Verification Section:

Applicant must obtain the signature of the Assistant Director of Parks and Recreation to confirm the requested facility is available on the requested date/time.

Paul Pully
Assistant Director of Parks and Recreation Signature

8-13-25
Date:

This Special Event Permit was authorized by the City Council on the _____ day of _____.

Note: If signed by the mayor, this document authorizes the Special Event Permit. Additional contracts may be necessary based on the facility selected. Contact the Assistant Director of Parks and Recreation to verify.

Mayor Signature

Date:

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 15

Deliberate and take appropriate action on the Special Event Permit application submitted by the City of Ingleside Parks & Recreation Department for the annual Christmas Parade event to be held on December 5, 2025.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Ingleside Parks and Recreation is planning the annual Christmas Parade on December 5, 2025. The parade is scheduled to commence at the Faith Park parking lot at 6 PM and conclude at N.O. Simmons with a Christmas Tree Lighting Event to follow. The parade is open to the public free of charge, with no entry fees for participants.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

The staff recommends approval.

ATTACHMENTS:

1. CHRISTMAS PARADE
2. PARADE FLYER
3. PARADE ROUTE

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒

Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐

Address: 2821 Main St City Ingleside Zip 78362

Phone (include area code): 361-776-3438 Email: vpulley@inglesidetx.gov

Name of Event: Christmas Parade Date of Event: December 5, 2025

Estimated Attendance: 1,500

Facility Requested:

- ☐ Cove Park
- ☐ Faith Park:
- ☐ Garden Center ☐ Dixie Diegel Fields ☐ Other _____
- ☐ Humble Community Center
- ☐ Live Oak Park:
- ☐ Disc Golf ☐ Tennis Courts ☐ Bennie Diegel Fields
- ☐ Other: _____
- ☐ N.O. Simmons Park:
- ☐ Basketball Pavilion ☐ Parking Lot ☐ Picnic Pavilion
- ☐ Soccer Fields ☐ Football Fields ☐ Other: _____
- ☐ Whitney Lake Park

Special Requests:

- ☐ Handwashing Stations ☐ Ticket Booths ☐ Trash Receptacles ☒ Barricades
- ☐ Move Soccer goals ☐ Temporary Fencing ☐ Electricity ☐ Water

Special Use Activities (check all that apply):

- ☐ Extended Hours of Park Operation
- ☐ Overnight Camping
- ☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)
- ☒ Street and/or Sidewalk Closure
- ☐ Other: _____

Specific time special use activity will take place: parade will begin at 6pm, ending at N.O. Simmons around 7pm

Indicate set-up and take-down times: Line up begins at 4:30pm at Faith Park parking lot
and will end at N.O. Simmons at approximately 7PM

Applicant Initial



City of Ingleside

It is understood that the renter/user of Ingleside community facilities at all times indemnify, defend, and hold harmless the City of Ingleside, Texas, its officers, employees and contractors from and against any and all claims, damages, losses and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Ingleside facilities. You will be responsible for cleanup and any damage incurred by your event.

NOTE: The permittee shall be responsible for returning the park's grounds to their original state.



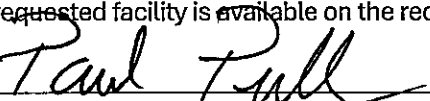
Signature of Adult Applicant



Date:

Verification Section:

Applicant must obtain the signature of the Assistant Director of Parks and Recreation to confirm the requested facility is available on the requested date/time.



Assistant Director of Parks and Recreation Signature



Date:

This Special Event Permit was authorized by the City Council on the _____ day of _____.

Note: If signed by the mayor, this document authorizes the Special Event Permit. Additional contracts may be necessary based on the facility selected. Contact the Assistant Director of Parks and Recreation to verify.

Mayor Signature

Date:

INGLESIDE PARKS AND RECREATION

CHRISTMAS PARADE



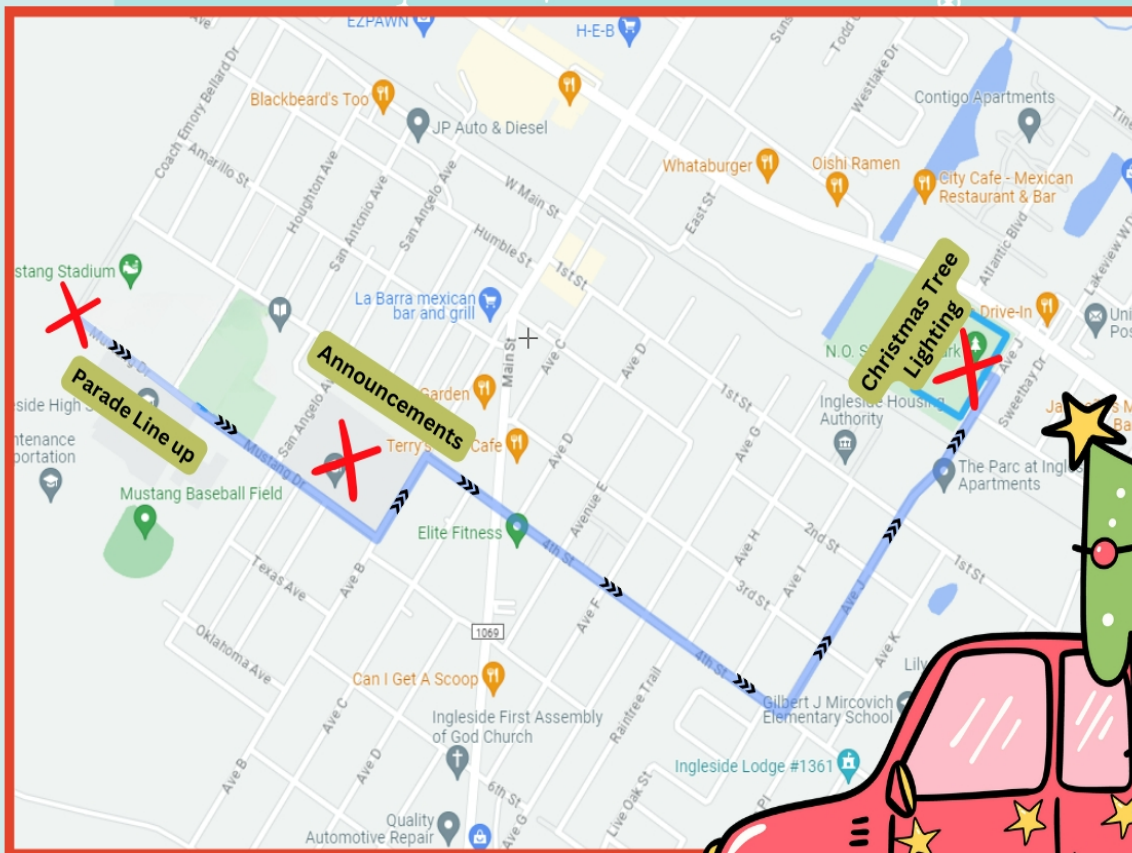
WHO'S READY FOR A HOLLY JOLLY CELEBRATION? GET READY TO ILLUMINATE THE NIGHT AT OUR ANNUAL CHRISTMAS PARADE! GIVE US A CALL AT 361-776-3438 TO GET ALL THE DETAILS AND BE PART OF THE FESTIVE FUN! LET'S MAKE THIS A MEMORABLE EVENT!

DECEMBER 5, 2025 | 6PM PARADE STARTS ON MUSTANG DR

Ingleside Parks and Recreation

CHRISTMAS

PARADE ROUTE



Lineup will start on Mustang in front of Ingleside High School.

- Parade will begin on Mustang Drive, turning left onto Avenue B, and then take a right onto 4th Street.
- The parade will continue down 4th Street all the way to Avenue J, concluding at N.O. Simmons Park.

To register, call us at 361-776-3438

CITY COUNCIL AGENDA
Regular Meeting: August 26, 2025

AGENDA ITEM: 16

Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Parks & Recreation Department for the annual Christmas Tree Lighting Event to be held on December 5, 2025.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Ingleside Parks and Recreation will host a large-scale community celebration on Friday, December 5, 2025 at N.O. Simmons Park, starting at 7:00 PM or immediately following the Christmas Parade. This year, the Parks team is partnering with local organizations to make the event bigger and better than ever. The parade, themed “Winter Wonderland,” will lead into the highly anticipated Christmas Tree Lighting Ceremony.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

1. CHRISTMAS TREE LIGHTING
2. Lighting of the Christmas Tree Flyer 2025

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒
Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐
Address: 2821 Main St City Ingleside Zip 78362
Phone (include are code): 361-776-3438 Email: vpulley@inglesidetx.gov
Name of Event: Christmas Tree Lighting Date of Event: December 5, 2025
Estimated Attendance: 1,500

Facility Requested:

- ☐ Cove Park
- ☐ Faith Park:
☐ Garden Center ☐ Dixie Diegel Fields ☐ Other _____
- ☐ Humble Community Center
- ☐ Live Oak Park:
☐ Disc Golf ☐ Tennis Courts ☐ Bennie Diegel Fields
☐ Other: _____
- ☒ N.O. Simmons Park:
☒ Basketball Pavilion ☒ Parking Lot ☐ Picnic Pavilion
☒ Soccer Fields ☐ Football Fields ☐ Other: _____
- ☐ Whitney Lake Park

Special Requests:

- ☐ Handwashing Stations ☐ Ticket Booths ☒ Trash Receptacles ☒ Barricades
☒ Move Soccer goals ☐ Temporary Fencing ☒ Electricity ☐ Water

Special Use Activities (check all that apply):

- ☐ Extended Hours of Park Operation
☐ Overnight Camping
☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)
☒ Street and/or Sidewalk Closure
☐ Other: _____

Specific time special use activity will take place: 7pm to 9pm

Indicate set-up and take-down times: 4pm to 10pm

Applicant Initial



City of Ingleside

It is understood that the renter/user of Ingleside community facilities at all times indemnify, defend, and hold harmless the City of Ingleside, Texas, its officers, employees and contractors from and against any and all claims, damages, losses and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Ingleside facilities. You will be responsible for cleanup and any damage incurred by your event.

NOTE: The permittee shall be responsible for returning the park's grounds to their original state.

Paul Pully
Signature of Adult Applicant

8-11-25
Date:

Verification Section:

Applicant must obtain the signature of the Assistant Director of Parks and Recreation to confirm the requested facility is available on the requested date/time.

Paul Pully
Assistant Director of Parks and Recreation Signature

8-11-25
Date:

This Special Event Permit was authorized by the City Council on the _____ day of _____.

Note: If signed by the mayor, this document authorizes the Special Event Permit. Additional contracts may be necessary based on the facility selected. Contact the Assistant Director of Parks and Recreation to verify.

Mayor Signature

Date:

Ingleside Parks and Recreation
**INGLESIDE CHRISTMAS
TREE LIGHTING**



JOIN US AFTER THE PARADE FOR OUR FAMOUS TREE
LIGHTING! COME CELEBRATE WITH FUN ACTIVITIES,
HOT COCOA, PICTURES WITH SANTA AND MORE!

FRIDAY, DECEMBER 5 | N.O. SIMMONS PARK

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 17

Deliberate and take appropriate action on the Special Event Permit application submitted by the Ingleside Parks and Recreation Department for a Cinco De Mayo/ 75th Anniversary Parade to be held on May 2, 2026.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The City of Ingleside Parks and Recreation Department has submitted a Special Event Permit application for the Cinco de Mayo Parade, scheduled for May 1, 2026, as part of the City's Cinco de Mayo / 75th Anniversary celebration. The parade will begin on Mustang Drive, turn left onto Avenue B, continue with a right onto 4th Street, and proceed down 4th Street to Avenue J, concluding at N.O. Simmons Park. The event will feature floats, marching groups, local organizations, and community participants. Public safety, traffic control, and logistical coordination will be provided to ensure a smooth and secure event. The parade is anticipated to draw strong community participation while also welcoming visitors to Ingleside, promoting cultural celebration.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

1. 2025 Cinco De Mayo Parade Permit

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒

Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐

Address: 2821 Main St City Ingleside Zip 78362

Phone (include area code): 361-776-3438 Email: vpulley@inglesidetx.gov

Name of Event: Cinco De Mayo Parade Date of Event: May 2, 2026

Estimated Attendance: 1,500

Facility Requested:

☐ Cove Park

☐ Faith Park:

☐ Garden Center

☐ Dixie Diegel Fields

☐ Other _____

☐ Humble Community Center

☐ Live Oak Park:

☐ Disc Golf

☐ Tennis Courts

☐ Bennie Diegel Fields

☐ Other: _____

☐ N.O. Simmons Park:

☐ Basketball Pavilion

☐ Parking Lot

☐ Picnic Pavilion

☐ Soccer Fields

☐ Football Fields

☐ Other: _____

☐ Whitney Lake Park

Special Requests:

☐ Handwashing Stations

☐ Ticket Booths

☐ Trash Receptacles

☒ Barricades

☐ Move Soccer goals

☐ Temporary Fencing

☐ Electricity

☐ Water

Special Use Activities (check all that apply):

☐ Extended Hours of Park Operation

☐ Overnight Camping

☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)

☒ Street and/or Sidewalk Closure

☐ Other: _____

Specific time special use activity will take place: parade will begin at 12:30pm, ending at N.O. Simmons about 1:30pm

Indicate set-up and take-down times: Line up begins at 11:30pm at Faith Park parking lot and will end at N.O. Simmons at approximately 1:30PM

Applicant Initial VP

City of Ingleside

It is understood that the renter/user of Ingleside community facilities at all times indemnify, defend, and hold harmless the City of Ingleside, Texas, its officers, employees and contractors from and against any and all claims, damages, losses and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Ingleside facilities. You will be responsible for cleanup and any damage incurred by your event.

NOTE: The permittee shall be responsible for returning the park's grounds to their original state.

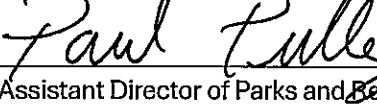


Signature of Adult Applicant

8-11-25
Date:

Verification Section:

Applicant must obtain the signature of the Assistant Director of Parks and Recreation to confirm the requested facility is available on the requested date/time.



Assistant Director of Parks and Recreation Signature

8-11-25
Date:

This Special Event Permit was authorized by the City Council on the _____ day of _____.

Note: If signed by the mayor, this document authorizes the Special Event Permit. Additional contracts may be necessary based on the facility selected. Contact the Assistant Director of Parks and Recreation to verify.

Mayor Signature

Date:

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 18

Deliberate and take appropriate action on the Special Event Permit application submitted by the City of Ingleside Parks and Recreation Department for the Cinco De Mayo / 75th anniversary festival on May 1-2, 2026.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The City of Ingleside Parks and Recreation Department has submitted a Special Event Permit application for the upcoming Cinco de Mayo / 75th Anniversary Festival, scheduled for May 1–2, 2026. This two-day celebration will honor the City’s 75th anniversary while also recognizing the cultural significance of Cinco de Mayo. The event will feature live entertainment, food and craft vendors, family activities, and performances. The festival is expected to draw significant community participation and regional visitors, providing both cultural enrichment and economic benefit to the City. Staff is requesting the Council’s review and approval of the Special Event Permit to allow the Parks and Recreation Department to move forward with event planning and coordination.

FISCAL ANALYSIS:

Parks and Recreation Department is requesting the use of Hotel Occupancy Tax (HOT) funds.

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

1. 2025 Cinco De Mayo Permit

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒

Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐

Address: 2821 Main St City Ingleside Zip 78362

Phone (include area code): 361-776-3438 Email: vpulley@inglesidetx.gov

Name of Event: Cinco De Mayo/ 75th Date of Event: May 1-2, 2026

Estimated Attendance: 5,000

Facility Requested:

- ☐ Cove Park
- ☐ Faith Park:
- ☐ Garden Center ☐ Dixie Diegel Fields ☐ Other _____
- ☐ Humble Community Center
- ☐ Live Oak Park:
- ☐ Disc Golf ☐ Tennis Courts ☐ Bennie Diegel Fields
- ☐ Other: _____
- ☒ N.O. Simmons Park:
- ☒ Basketball Pavilion ☒ Parking Lot ☐ Picnic Pavilion
- ☒ Soccer Fields ☒ Football Fields ☐ Other: _____
- ☐ Whitney Lake Park

Special Requests:

- | | | | |
|--|---|---|--|
| ☒ Handwashing Stations | ☒ Ticket Booths | ☒ Trash Receptacles | ☒ Barricades |
| ☒ Move Soccer goals | ☒ Temporary Fencing | ☒ Electricity | ☒ Water |

Special Use Activities (check all that apply):

- ☐ Extended Hours of Park Operation
- ☐ Overnight Camping
- ☒ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)
- ☒ Street and/or Sidewalk Closure
- ☐ Other: _____

Specific time special use activity will take place: May 1- 6pm to 10pm and May 2 11am- 10pm

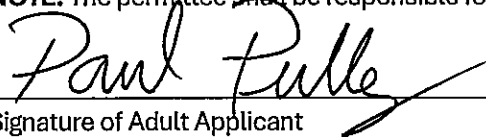
Indicate set-up and take-down times: Setup Thursday April 30 12pm and take down Monday May 4 by 5pm

Applicant Initial PP

City of Ingleside

It is understood that the renter/user of Ingleside community facilities at all times indemnify, defend, and hold harmless the City of Ingleside, Texas, its officers, employees and contractors from and against any and all claims, damages, losses and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Ingleside facilities. You will be responsible for cleanup and any damage incurred by your event.

NOTE: The permittee shall be responsible for returning the park's grounds to their original state.

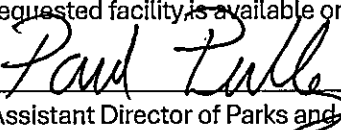


Signature of Adult Applicant

8-11-25
Date:

Verification Section:

Applicant must obtain the signature of the Assistant Director of Parks and Recreation to confirm the requested facility is available on the requested date/time.



Assistant Director of Parks and Recreation Signature

8-11-25
Date:

This Special Event Permit was authorized by the City Council on the _____ day of _____.

Note: If signed by the mayor, this document authorizes the Special Event Permit. Additional contracts may be necessary based on the facility selected. Contact the Assistant Director of Parks and Recreation to verify.

Mayor Signature

Date:

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 19

Deliberate and take appropriate action on the Hotel Motel Tax Fund Application for the Ingleside Christmas Parade-Tree Lighting Event and Breakfast with Santa in the amount of \$61,640.89 for the event to be held on December 5-6, 2025.

SUBMITTED BY: Bernard Rodriguez, Director of Development Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The city of Ingleside is requesting HOT funds to hold the Ingleside Christmas Tree Lighting, parade, and breakfast with Santa. The celebration is scheduled for December 5-6, 2025. The event will foster community spirit and celebrate the holiday season.

All applicants were advised that HOT funds are on a **reimbursement basis**, and all receipts must be turned in for a full review. Approval of the requested funds does not guarantee that the applicant will receive all approved funds. Any reimbursement request for expenses that are **ineligible** under the Code of Ordinances, Chapter 58 Taxation, Article IV - Hotel Motel Occupancy Tax, Section 58-77 Disposition of Revenue, will be denied.

FISCAL ANALYSIS:

\$61,640.89 in HOT funds

RECOMMENDATION:

Staff recommends the City Council approve the HOT fund request as submitted.

ATTACHMENTS:

1. Christmas Parade - Tree Lighting Event & Breakfast with Santa Documents v2

City of Ingleside
FY 2025-2026 Proposed
Hotel Occupancy Tax (HOT)
Funding Request

City of Ingleside

**Christmas Parade - Tree Lighting Event & Breakfast
with Santa**

Event Location: N. O. Simmons Park & Parade Route

HOT Fund Request \$61,640.89



City of Ingleside
Hotel Occupancy Tax (HOT)
HOT Fund Application Review
2026

Review Guidelines

The Texas Hotel Occupancy Tax (HOT) is levied on the cost of hotel rooms and related services in Texas. Funds collected from this tax are earmarked for specific purposes, primarily promoting tourism and the hotel industry. The review process for projects seeking HOT funding will follow the following guidelines:

Application review and quantifying impact and justification

Applications are submitted detailing their project, goals, costs, and alignment with HOT revenue uses. Applications are reviewed for completeness and eligibility, ensuring they promote tourism and the lodging industry. Initial evaluation confirms proposed expenditures are within the authorized categories in Chapter 351.101 of the Texas Tax Code, such as advertising, arts, historical preservation, and signage.

All applicants were advised that HOT funds are on a **reimbursement basis**, and all receipts must be turned in for a full review. Approval of the requested funds does not guarantee that the applicant will receive all approved funds. Any reimbursement request for expenses that are **ineligible** under the Code of Ordinances, Chapter 58 Taxation, Article IV - Hotel Motel Occupancy Tax, Section 58-77 Disposition of Revenue, will be denied.



HOTEL OCCUPANCY TAX HOT TAX FUNDING

GUIDELINES & CITY POLICY

APPLICATION FORM

POST EVENT REPORT

Revised 2/10/23

Application for HOT Tax Funding

(Due by June 1st of each year)

Date: 05-30-2025

Organization Information

Name of Organization: City of Ingleside
Address: 2821 Main St
City, State, Zip: Ingleside, Texas 78362
Contact Name: Paul Pulley Contact Phone Number: 361-776-3438
Email: vpulley@inglesidetx.gov Website: _____
Address of Event: 2867 Ave J
Non-Profit or For-Profit status: _____ Tax ID#: _____
Entity's creation date: _____

Purpose of your organization: Local Government

Event Information

Name of event or project: Christmas Tree Lighting, parade and Breakfast with Santa
Date of event or project: December 5-6, 2025
Primary location of event or project: N.O. Simmons Park 2867 Ave J and Ingleside Fire
Department 2425 8th St Ingleside, TX 78362
Amount requested: \$ \$61,640.89
How will the funds be used? The requested funds will be used to promote the event through
advertising and marketing efforts, as well as to cover entertainment costs, including
performers, activities and breakfast.
Primary purpose of funded activity/ facility: To foster community spirit and celebrate the holiday season.
These events aim to enhance community engagement creating lasting memories. Promoting local tourism
supporting the economic vibrancy of Ingleside. This celebration will enrich the cultural fabric of the community.
The influx of visitors and increased local spending will contribute to economic growth of local businesses.

Percentage of Hotel Tax support of related costs

100% Percentage of total event costs covered by Hotel Occupancy Tax
0% Percentage of total facility costs covered by Hotel Occupancy Tax for the funded event
0% Percentage of staff costs covered by Hotel Occupancy Tax for the funded event

If staff costs are covered, estimate percentage of time staff spends annually on the funded event(s)
compared to other activities 20 %

Which category or categories apply to funding request, and amount requested under each category:

- ☐ a) **Convention Center or Visitor Information Center:** construction, improvement, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers, or both. Amount requested under this category: \$ _____
- ☐ b) **Registration of convention delegates:** furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants. Amount requested under this category: \$ _____
- ☒ c) **Advertising, solicitations, promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity.** Amount requested under this category: \$ 22,700
- ☒ d) **Promotion of the Arts that directly enhance tourism and the hotel & convention industry:** the encouragement, promotion, improvement, and application of the arts that can be shown to have some direct impact on tourism and the hotel/convention industry. The impact may be that the art facility or event can show hotel nights that are booked due to their events or that guests at hotels attend the arts event. Eligible forms of art include instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms. Amount requested under this category: \$ 38,940.89
- ☐ e) **Historical restoration and preservation activities that directly promote tourism and the hotel and convention industry:** historical restoration and preservation projects, activities, or advertising and conducting solicitation or promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Amount requested under this category: \$ _____
- ☐ f) **Sporting event expenses that substantially increase economic activity at hotels:** Expenses including promotional expenses directly related to a sporting event in which the majority of participants are tourists who substantially increase economic activity at hotels and motels within the city or its vicinity. Amount requested under this category: \$ _____
- ☐ g) **Funding transportation systems for transporting tourists from hotels to and near the city to any of the following destinations:**
1. the commercial center of the city;
 2. a convention center in the city;
 3. other hotels in or near the city; or
 4. tourist attractions in or near the city.

The law specifically prohibits the use of the local hotel tax to cover the costs for general city transit costs to transport the general public.

Amount requested under this category: \$ _____

What sites or attractions will tourists be taken to by this transportation? _____

Will members of the general public (non-tourists) be riding on this transportation? _____

What percentage of the ridership will be local citizens? _____

- ☒ h) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality. Amount requested under this category: \$ 22,700

What tourist attractions will be the subject of the signs? N.O Simmons Park is the centerpiece of the City of Ingleside's Parks

- ☐ i) Expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists. The event must substantially increase economic activity at hotels within the city or its vicinity. Amount requested under this category: \$ _____

How many individuals are expected to participate in the sporting-related event? _____

How many of the participants at the sporting-related event are expected to be staying in a local hotel? _____

Quantify how the sporting related event will substantially increase economic activity at hotels within the city or its vicinity.

Questions for All Funding Request Categories:

1. How many years have you held this Event or Project? 8 years
2. Expected Attendance: 5000
3. How many area hotel rooms do you expect to be filled for this event? 150
4. Do you reserve a room block for this event at an area hotel and if so, for how many rooms and at which hotels? hotels and motels within the city limits
5. List other years (over the last three years) that you have hosted your Event or Project with amount of assistance given from HOT and the number of hotel rooms used:

Month/Year held	Assistance amount	Number of hotel rooms used
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. How will you measure the impact of your event on area hotel activity (e.g., room block usage information, survey of hoteliers, etc.) We will measure room block useage of hotels and motels within the city limits of Ingleside.

7. Please list other organization, government entities, and grants that have offered financial support to your project: The City of Ingleside

8. Will the event charge admission? Do you anticipate a net profit from the event? If there is a net profit, what is the anticipated amount and how will it be used? There will be no admission fees for the event.

9. Please list all promotion efforts your organization is coordinating:

- ☒ Digital
☒ Radio
☐ TV
☒ Social Media
☒ Billboards (75 miles & over)
☐ Other: _____

10. Will you negotiate a special rate or hotel/ event package to attract overnight stays?
Yes, we will request that each hotel or motel provide a special rate.

11. What new marketing initiatives will you utilize to promote hotel and convention activity for this event?
We will implement a multi-channel strategy.

12. What geographic areas does your advertising and promotion reach? Coastal bend of South Texas

13. If the funding requested is related to a permanent facility (e.g., museum, visitor center):
Expected attendance monthly/ annually: _____
Percentage of those in attendance that are staying at area hotels/ lodging facilities: ____%

14. What method will you use to document how many attendees will stay overnight in a hotel room in Ingleside?

- ☒ Questionnaire or survey
☒ Registration form
☐ Guest book
☒ Hotel room block report
☐ Other, please describe: _____

15. Please attach the following to the application prior to submission:

- ☐ Your organization's most recent financial statements, including a copy of the most current audit or review conducted. If a formal audit is not conducted, please describe the mechanism used by your organization to validate expenses (i.e., does the Board review?).
- ☐ A copy of your agency's IRS tax exempt certificate.
- ☐ Your organization's current budget, approved by your organization's board.

- ☐ Income statement from past event(s) that have received HOT Funds in the 12 months preceding your application.
- ☐ Proposed budget for event to be funded in whole or in part with grants from this application with line items where HOT Funds will be used highlighted. Include all items you expect the *HOT* funding to pay for, including salaries, benefits, and operating expenses - even if HOT Funds are only covering a portion of certain expenses.
- ☐ One or more of the following to demonstrate potential to generate overnight visitors: Established events:
- a) historic information documenting the number of room nights used during previous years of the same events.
 - b) historic information documenting the number of guests at hotel or other lodging facilities that attended the funded event (through surveys, guest directories, or other sources, and/or new events.
 - c) current information on the size of a room block that has been reserved at area hotels to accommodate anticipated overnight guests attending the funded event.
 - d) examples of the planned marketing of the programs and activities that will likely generate overnight visitors to local lodging properties from this event.
- ☐ Copy of Special Use Permit for usage of City park.

16. Any damage to City property or parks, as determined by the City to be a consequence of this event, will result in money due by the applicant reimbursing the City for all costs associated with repairs. Money due the City for such repairs will be required to be paid in full prior to releasing any HOT Funds to the applicant after the submission of the Post Event Report. HOT Funds cannot be used to pay for damages. (See Addendum A *requires additional signature).

17. Post Event Form is due to the City within 60 days of the end of event.

Applicant (printed): Paul Pulley Reviewed by: Bonnie Rodriguez
 Applicant (signature): Paul Pulley Reviewed by: Bonnie Rodriguez

Approved by City Council on: _____

Approved Amount: _____

Note: Documentation showing hotel room nights associated with the event is required with the Post Event Report.

All applications must be submitted by June 1st to accommodate the budgeting process for the following fiscal year which runs from October 1 to September 30. Events shall occur during the fiscal year to correspond with the budget.

Director of Economic Development
 P.O. Drawer 400
 Ingleside, Texas 78362
 361.776.3815

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒

Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐

Address: 2821 Main St City Ingleside Zip 78362

Phone (include are code): 361-776-3438 Email: vpulley@inglesidetx.gov

Name of Event: Christmas Parade Date of Event: December 5, 2025

Estimated Attendance: 1,500

Facility Requested:

☐ Cove Park

☐ Faith Park:

☐ Garden Center

☐ Dixie Diegel Fields

☐ Other: _____

☐ Humble Community Center

☐ Live Oak Park:

☐ Disc Golf

☐ Tennis Courts

☐ Bennie Diegel Fields

☐ Other: _____

☐ N.O. Simmons Park:

☐ Basketball Pavilion

☐ Parking Lot

☐ Picnic Pavilion

☐ Soccer Fields

☐ Football Fields

☐ Other: _____

☐ Whitney Lake Park

Special Requests:

☐ Handwashing Stations

☐ Ticket Booths

☐ Trash Receptacles

☒ Barricades

☐ Move Soccer goals

☐ Temporary Fencing

☐ Electricity

☐ Water

Special Use Activities (check all that apply):

☐ Extended Hours of Park Operation

☐ Overnight Camping

☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)

☒ Street and/or Sidewalk Closure

☐ Other: _____

Specific time special use activity will take place: parade will begin at 6pm, ending at N.O. Simmons around 7pm

Indicate set-up and take-down times: Line up begins at 4:30pm at Faith Park parking lot and will end at N.O. Simmons at approximately 7PM

Applicant Initial _____

Christmas Tree Lighting, Parade and Breakfast with Santa December 5-6, 2025

December 5, 2025

4:30pm- 5:50pm Parade line up

6:00pm- Parade starts

7:00pm- Parade winners announced

- City Manager reads "Twas the night before Christmas in Texas"

7:15pm- Tree Lighting by "What Christmas means to me" contest winner

7:30pm – 9:00pm – Festivities commence

- DJ with live music
- bounce houses managed by the Ingleside ISD student council
- 10 activity tables managed by non-profit organizations
- Cookies and hot cocoa
- Pictures with Santa

December 6, 2025

8am-12pm – Breakfast with Santa

8AM- 9AM- Sensory Hour

9am- 10am- Breakfast, photos with Santa and gifts from Santa

10am- 12am- Activities and social time

Christmas

activities and crafts:

bounce houses	\$ 2,800.00
santa gifts	\$ 1,500.00
crafts	\$ 1,000.00
pictures with santa	\$ 300.00
santa rental	\$ 500.00

advertisement: \$ 22,700.00

other:

shirts	\$ 800.00
hot cocoa	\$ 100.00
dj	\$ 500.00
cookies	\$ 250.00
trophies	\$ 300.00
lights	\$ 13,600.00
ornaments	\$ 14,100.00
tree topper	\$ 800.00

total: \$ 45,150.00

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒

Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐

Address: 2821 Main St City Ingleside Zip 78362

Phone (include are code): 361-776-3438 Email: vpulley@inglesidetx.gov

Name of Event: Christmas Tree Lighting Date of Event: December 5, 2025

Estimated Attendance: 1,500

Facility Requested:

- ☐ Cove Park
- ☐ Faith Park:
☐ Garden Center ☐ Dixie Diegel Fields ☐ Other: _____
- ☐ Humble Community Center
- ☐ Live Oak Park:
☐ Disc Golf ☐ Tennis Courts ☐ Bennie Diegel Fields
☐ Other: _____
- ☒ N.O. Simmons Park:
☒ Basketball Pavilion ☒ Parking Lot ☐ Picnic Pavilion
☒ Soccer Fields ☐ Football Fields ☐ Other: _____
- ☐ Whitney Lake Park

Special Requests:

- ☐ Handwashing Stations ☐ Ticket Booths ☒ Trash Receptacles ☒ Barricades
☒ Move Soccer goals ☐ Temporary Fencing ☒ Electricity ☐ Water

Special Use Activities (check all that apply):

- ☐ Extended Hours of Park Operation
☐ Overnight Camping
☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)
☒ Street and/or Sidewalk Closure
☐ Other: _____

Specific time special use activity will take place: 7pm to 9pm

Indicate set-up and take-down times: 4pm to 10pm

Applicant Initial _____

FOOD			
Eggs (60ct)	28	\$20.31	\$568.68
Bacon (48oz)	27	\$17.67	\$477.09
Sausage	27	\$11.30	\$305.10
Pancake Mix	12	\$7.48	\$89.76
Syrup	33	\$1.64	\$54.12
Syrup (sugar free)	5	\$2.45	\$12.25
Chocolate chips (36oz)	5	\$10.26	\$51.30
BEVERAGES			
Whole Milk (gal)	5	\$2.85	\$14.25
2% Milk (gal)	2	\$2.85	\$5.70
Almond Milk (1/2gal)	1	\$2.89	\$2.89
Lactose Free Milk	1	\$5.39	\$5.39
Coffee	1	\$17.09	\$17.09
Water			\$66.00
Apple Juice (2pk)	5	\$6.80	\$34.00
Orange Juice (12oz frozen)	10	\$2.85	\$28.50
Creamer			\$90.00
Sugar Packets			\$50.00
PAPER GOODS			
Plates (300ct)	3	\$15.57	\$46.71
Silverware Packets (200ct)	4	\$26.38	\$105.52
Napkins (300ct)	1	\$12.84	\$12.84
Cups (1000)	1	\$21.98	\$21.98
Pitchers	6	\$5.20	\$31.20
FOOD PREP MATERIALS			
Griddle	1	\$350.00	\$350.00
Utensils	6	\$6.22	\$37.32
Gloves (2000ct)	1	\$10.00	\$10.00
Hairnets	1	\$6.00	\$6.00
Cooking Spray	10	\$2.62	\$26.20
Propane			\$300.00
Oil	1	\$10.00	\$10.00

RENTALS			B&T Rents
Chairs			\$175.00
Tables			\$136.00
Tents			\$1,800.00
Tent Walls			\$225.00
ADVERTISEMENT			
Banners			\$500.00
Billboard			
Radio Stations			
Social Media Platforms			
DECOR			
Trees	5	\$50.00	\$250.00
Lights	10	\$15.00	\$150.00
Blow Ups	2	\$250.00	\$500.00
Miscellaneous Decor			\$250.00
Ornaments			\$350.00
Back drop			\$75.00
SANTA			
Santa Rental			\$250.00
Santa Outfit			\$150.00
COSTUMES			
Grinch Suit			\$300.00
Elf Costumes			\$300.00
Shirts			\$500.00
Aprons			\$250.00
TOYS			
Toys for Each Child			\$7,500.00
Total			\$16,490.89

ADDENDUM A

Any damage to City property or parks, as determined by the City to be a consequence of this event, will result in money due by the applicant reimbursing the City for all costs associated with repairs. Money due the City for such repairs will be required to be paid in full prior to releasing any HOT Funds to the applicant after the submission of the Post Event Report. HOT Funds cannot be used to pay for damages.

As the Applicant, I understand and agree to these terms concerning damages and understand my signature is required prior to my application going before City Council for their consideration of this HOT Fund Application:

Signature of Applicant: Paul Pulley
Printed Name of Applicant: PAUL Pulley
Date of Signature: 5-30-25

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒

Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐

Address: 2821 Main St City Ingleside Zip 78362

Phone (include area code): 361-776-3438 Email: vpulley@inglesidetx.gov

Name of Event: Christmas Parade Date of Event: December 5, 2025

Estimated Attendance: 1,500

Facility Requested:

☐ Cove Park

☐ Faith Park:

☐ Garden Center

☐ Dixie Diegel Fields

☐ Other: _____

☐ Humble Community Center

☐ Live Oak Park:

☐ Disc Golf

☐ Tennis Courts

☐ Bennie Diegel Fields

☐ Other: _____

☐ N.O. Simmons Park:

☐ Basketball Pavilion

☐ Parking Lot

☐ Picnic Pavilion

☐ Soccer Fields

☐ Football Fields

☐ Other: _____

☐ Whitney Lake Park

Special Requests:

☐ Handwashing Stations

☐ Ticket Booths

☐ Trash Receptacles

☒ Barricades

☐ Move Soccer goals

☐ Temporary Fencing

☐ Electricity

☐ Water

Special Use Activities (check all that apply):

☐ Extended Hours of Park Operation

☐ Overnight Camping

☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)

☒ Street and/or Sidewalk Closure

☐ Other: _____

Specific time special use activity will take place: parade will begin at 6pm, ending at N.O. Simmons around 7pm

Indicate set-up and take-down times: Line up begins at 4:30pm at Faith Park parking lot
and will end at N.O. Simmons at approximately 7PM

Applicant Initial



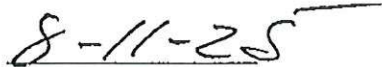
City of Ingleside

It is understood that the renter/user of Ingleside community facilities at all times indemnify, defend, and hold harmless the City of Ingleside, Texas, its officers, employees and contractors from and against any and all claims, damages, losses and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Ingleside facilities. You will be responsible for cleanup and any damage incurred by your event.

NOTE: The permittee shall be responsible for returning the park's grounds to their original state.



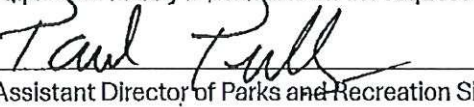
Signature of Adult Applicant



Date:

Verification Section:

Applicant must obtain the signature of the Assistant Director of Parks and Recreation to confirm the requested facility is available on the requested date/time.



Assistant Director of Parks and Recreation Signature



Date:

This Special Event Permit was authorized by the City Council on the _____ day of _____.

Note: If signed by the mayor, this document authorizes the Special Event Permit. Additional contracts may be necessary based on the facility selected. Contact the Assistant Director of Parks and Recreation to verify.

Mayor Signature

Date:

City of Ingleside

Special Event Permit

Name of Organization: City of Ingleside Parks and Recreation Non-Profit? Yes ☐ No ☒
Your Name: Paul Pulley HOT Fund Application? Yes ☒ No ☐
Address: 2821 Main St City Ingleside Zip 78362
Phone (include are code): 361-776-3438 Email: vpulley@inglesidetx.gov
Name of Event: Christmas Tree Lighting Date of Event: December 5, 2025
Estimated Attendance: 1,500

Facility Requested:

☐ Cove Park

☐ Faith Park:

☐ Garden Center

☐ Dixie Diegel Fields

☐ Other: _____

☐ Humble Community Center

☐ Live Oak Park:

☐ Disc Golf

☐ Tennis Courts

☐ Bennie Diegel Fields

☐ Other: _____

☒ N.O. Simmons Park:

☒ Basketball Pavilion

☒ Parking Lot

☐ Picnic Pavilion

☒ Soccer Fields

☐ Football Fields

☐ Other: _____

☐ Whitney Lake Park

Special Requests:

☐ Handwashing Stations

☐ Ticket Booths

☒ Trash Receptacles

☒ Barricades

☒ Move Soccer goals

☐ Temporary Fencing

☒ Electricity

☐ Water

Special Use Activities (check all that apply):

☐ Extended Hours of Park Operation

☐ Overnight Camping

☐ Sale and/or Consumption of Intoxicating Beverages (limit of 48 hours)

☒ Street and/or Sidewalk Closure

☐ Other: _____

Specific time special use activity will take place: 7pm to 9pm

Indicate set-up and take-down times: 4pm to 10pm

Applicant Initial

VP

City of Ingleside

It is understood that the renter/user of Ingleside community facilities at all times indemnify, defend, and hold harmless the City of Ingleside, Texas, its officers, employees and contractors from and against any and all claims, damages, losses and expenses of whatever nature, including attorney fees, in any manner connected with, related to, or as a result of any actions or inaction associated with the usage of rental of Ingleside facilities. You will be responsible for cleanup and any damage incurred by your event.

NOTE: The permittee shall be responsible for returning the park's grounds to their original state.

Paul Pully
Signature of Adult Applicant

8-11-25
Date:

Verification Section:

Applicant must obtain the signature of the Assistant Director of Parks and Recreation to confirm the requested facility is available on the requested date/time.

Paul Pully
Assistant Director of Parks and Recreation Signature

8-11-25
Date:

This Special Event Permit was authorized by the City Council on the _____ day of _____.

Note: If signed by the mayor, this document authorizes the Special Event Permit. Additional contracts may be necessary based on the facility selected. Contact the Assistant Director of Parks and Recreation to verify.

Mayor Signature

Date:

CITY COUNCIL AGENDA

Regular Meeting: August 26, 2025

AGENDA ITEM: 20

Deliberate and take appropriate action on the Hotel Motel Tax Fund Application for the Ingleside 75th Anniversary / Cinco de Mayo Celebration in the amount of \$107,300 for the City of Ingleside event to be held on May 1st and 2nd, 2026.

SUBMITTED BY: Bernard Rodriguez, Director of Development Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The City of Ingleside is requesting HOT funds to hold the Ingleside 75th Anniversary / Cinco de Mayo Celebration scheduled for May 1st and 2nd, 2026. The 75th Ingleside Anniversary will showcase our diverse present and past culture. The First Annual Cinco de Mayo Festival is a community celebration honoring the Mexican holiday that commemorates the victory of Mexican forces over the French at the Battle of Puebla in 1862. This festive event will feature a variety of cultural activities, including authentic street food vendors, lively mariachi band competitions, and traditional baile folklórico dance performances. The festival aims to bring the community together while showcasing the rich heritage and traditions of Mexican culture.

All applicants were advised that HOT funds are on a **reimbursement basis**, and all receipts must be turned in for a full review. Approval of the requested funds does not guarantee that the applicant will receive all approved funds. Any reimbursement request for expenses that are **ineligible** under the Code of Ordinances, Chapter 58 Taxation, Article IV - Hotel Motel Occupancy Tax, Section 58-77 Disposition of Revenue, will be denied.

FISCAL ANALYSIS:

\$107,300 in HOT funds

RECOMMENDATION:

Staff recommends the City Council approve the HOT fund request as submitted.

ATTACHMENTS:

1. Ingleside 75th Anniversary Cinco de Mayo Celebration Documents v2

Cinco De Mayo/ 75th

Entertainment

bands/ music/ flokoriko	\$ 48,000.00
sound, lights, stage, drum kit and engineers	\$ 15,000.00
Total:	\$ 63,000.00

Advertisement:	\$ 22,700.00	electronic billboard \$500	radio 600 a month
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Activities:

pinata smash zone	\$ 1,000.00
face painter	\$ 800.00
tamale eating contest	\$ 1,500.00
trophies	\$ 1,000.00
kids corner	\$ 8,000.00
jalapeno eating contest	\$ 500.00
loteria	\$ 1,000.00
paper flower crown class	\$ 300.00
salsa making program/ contest	\$ 1,000.00
tornado ice	\$ 800.00

Other:

table 8'	\$ 400.00
chairs	\$ 500.00
cups	\$ 1,000.00
shirts	\$ 2,000.00
promotional items	\$ 1,800.00

total:	\$	107,300.00
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