

CITY OF INGLESIDE
SPECIAL CITY COUNCIL MEETING
&
BUDGET WORKSHOP
MINUTES
JULY 08, 2023
8:00 A.M.

Special Meeting

Opening Agenda

1. Call Special City Council Meeting to order.

The Special City Council Meeting of the City of Ingleside was called to order by Mayor Adame at 8:00 a.m. on July 8, 2023, at City Hall 2671 San Angelo Ingleside, TX and live video streaming.

2. Roll Call.

With Council Members present a quorum was established.

Council Members Present: Steve Diehl, Stewart Wilson, David Pruitt, John Salinas, Mayor Pro-Tem Tracy Long, Julio Salinas, and Mayor Pedro Oscar Adame

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

At this time, written comments received by 4:00 p.m. on the day of the meeting, on any subject matter that is not on the agenda, will be read and summarized in the minutes of the meeting. 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.

Council Member Diehl made a Citizen Comment about the recent passing of Jane Ward. Heart felt condolences to the family. Whitney Lake wouldn't be what it is today, if it wasn't for Jane Ward.

Mayor Adame stated he worked alongside Jane Ward with the City of Ingleside. Jane Ward was an adamant worker on the Garden Center. She was involved in a lot of City projects in her time with the City.

Regular Agenda

6. Tabled on 6/27/2023 Discuss and take appropriate action on the acceptance of the City of Ingleside Annual Financial Report for the Year Ended September 30, 2022.

City Manager Lewis addressed the Council regarding the Annual Financial Report for Year Ended September 30, 2022. Mr. Lewis explained Mr. Ernest Garza was present to discuss the report. The draft was completed and reviewed by the Finance Director to present to Council.

Mr. Garza addressed the Council about the Audit. There were two audit letters that were presented with the audit report. Mr. Garza talked about grants, projects, bonds, and the expenditures.

Discussion was held among the Council, City Manager Lewis, Mr. Garza, and City Staff about the Annual Financial Report.

Council Members thanked Mr. Garza for his time and report. Council Members also thanked City Staff for their time on the report as well.

Motion: Council Member Diehl made a motion to accept the Annual Financial Report for the Year Ended September 30, 2022. Mayor Pro-Tem Long seconded the motion. Motion carried with all present voting in favor.

7. Adjourn.

Mayor Adame adjourned the Special City Council Meeting at 8:42 a.m.

Upon adjournment of the Special Meeting, the Ingleside City Council moved into the Budget Workshop after a short break.

Budget Workshop Meeting

Workshop Agenda

1. Call Budget Workshop to order.

The Budget Workshop Meeting of the City of Ingleside was called to order by Mayor Adame at 8:54 a.m. on July 8, 2023, at City Hall 2671 San Angelo Ingleside, TX and live video streaming.

2. Roll Call.

With Council Members present a quorum was established.

Council Members Present: Steve Diehl, Stewart Wilson, David Pruitt, John Salinas, Mayor Pro-Tem Tracy Long, Julio Salinas, and Mayor Pedro Oscar Adame

3. Hear and deliberate on presentations of proposed Fiscal Year 2023-2024 Budget.

Council Members briefly commented about the proposed budget with a request to have the draft budgets and amended budgets be placed on the website to be transparent for citizens.

Information Technology Coordinator Ligman presented to Council the Information Technology Department budget requests. Information Technology Coordinator Ligman spoke about Major Projects, Server Migration, Disaster Recovery Back-up, Camera Systems, Cyber-attacks, Patch and remote Management to Windows, Bulk Buying of equipment and lifespan of equipment, Multi-Factor Authentication, and Cyberstar Certificate goals for the Information Technology Department.

At 10:02 a.m. Mayor Adame stepped away from the dais and returned at 10:05 a.m.

At 10:09 a.m. Mayor Adame asked to be excused, in which Mayor Pro Tem Long continued the meeting.

Economic Development Director Carr addressed the Council to present the Economic Development Department budget requests. Director Carr explained that Economic Development ended up sharing an assistant with another Department, which is not what the Department needs. Director Carr stated that the Department actually needs a coordinator that can spend time learning the process. Other topics discussed were small equipment, dues and memberships, overview of last year, new developments, IDC funds, Hot funds, general contract with the Ingleside Chamber of Commerce, and her accomplishments this past year.

At 10:45 a.m. Council Member Pruitt stepped away from the dais and returned at 10:57 a.m.

At 10:48 a.m. Council convened for a break and reconvened at 10:57 a.m.

Interim Building Official Delauro addressed the Council and presented the need for an in-house Building Inspector who would be the Planning & Zoning Official, generalized knowledge for future position, needs of the City to have an all-inclusive Inspector, reasons why the position is needed, discussion of work load for this department, long-term goals for the Development Services Department, contract services and why they are not being utilized in our City, Safebuild, and the revised ordinances.

Fire Chief Miller addressed the Council about moving the Fire Marshall position back to the Fire Department, FY2022-2023 Incidents, volunteer organization, cost savings with the ability to have in-house maintenance, Emergency Medical Services training for members, 3,000-gallon tanker, roof repair, and possibly a new air conditioner.

Library Director Casanova addressed the Council about mission, goals, accomplishments, organization chart, personnel chart, budget request of a larger building, reclassification of Clerk II, request of an Assistant Librarian, capital improvement requests, replace air conditioner, and stats for the last three years.

At 11:53 a.m. convened for a lunch break and reconvened at 12:20 p.m.

Police Chief Burr addressed the Council for the Police Department, Emergency Management and Animal Control. Chief Burr addressed that there were no changes for Emergency Management. Personnel, productivity, community events, organizational chart, two vacant positions, staffing due to injuries, and asking for a Specialized Service Sergeant to help with the overseeing of the School Resource Officers.

At 12:27 p.m. IT staff asked to hold the presentation for technical issues and continued presentation at 12:29 p.m.

Police Chief Burr informed the Council that the Specialized Service Sergeant would help in school due to House Bill 3, which requires a Police Officer at each school campus, taking effect on September 1, 2023. A Memorandum of Understanding (MOU) between the City of Ingleside and Ingleside I.S.D. requesting that the Police Officer be hired with the City of Ingleside and Ingleside I.S.D. to pay for 70% of their salary. Reclassification of Shelter Technician from part-time to full-time. Requests for renaming of personnel positions with pay changes. Vehicle replacement requests for two vehicles fully equipped, the Animal Control vehicle and the Code Enforcement vehicle. Enterprise Fleet Program responsible for paperwork, program is already being used for fuel. Enterprise has an analysis of all of the departments vehicles, with a projected date of full replacement by 2027.

At 1:19 p.m. Council Member Julio Salinas stepped away from the dais and returned at 1:21 p.m.

Director of Infrastructure Paredes addressed the Council as the Interim Parks and Recreation Director about the mowing schedule of 132 acres of all Parks and Facilities that are mowed. The Facilities Maintenance crew has two personnel that are borrowed from two departments within Public Works. Vector Control position has been vacant since 2021, and this position must have a license to operate.

Director of Infrastructure Paredes addressed the Council about Streets and Drainage. The Street Maintenance Fund is not for street repairs, as it was reallocated for potholes. Equipment previously purchased is no longer in good condition to use for street and drainage maintenance. Water and Wastewater vehicle maintenance cost in the budget is not enough. Street repairs can't be done due to personnel, and only potholes can be fixed at this time.

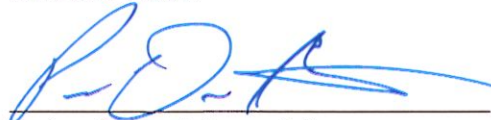
At 1:43 p.m. Council Member Diehl showed a message to City Manager Lewis.

City Manager Lewis addressed the Council and recommended that the meeting end as there was a disruption with phones and internet. The only departments left to present were Director of Human Resources Mejia, Finance Director Vela, City Secretary Mowles and the City Manager Lewis. Recommendation of continuing the Budget Workshop presentations after the Regular City Council Meeting on July 11, 2023.

4. Adjourn.

Mayor Pro-Tem Long adjourned the Budget Workshop Meeting of the City of Ingleside at 1:53 p.m.

APPROVED:


Pedro Oscar Adame, Mayor

ATTEST:


Jana Stork, Assistant City Secretary