

**CITY OF INGLESIDE  
REGULAR CITY COUNCIL MEETING  
AGENDA  
FEBRUARY 27, 2024  
6:30 PM**

Notice is hereby given that the Ingleside City Council will hold a Regular City Council Meeting on February 27, 2024, at 6:30 PM. The Meeting will be held in person at Humble Station Community Center, 2821 Main St., 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. Update on Overall General Projects.

7. Council Comments and Reports.

The Council may discuss any subject which is specifically listed under this item.

No Council Comments and Reports presented for this meeting.

**Presentations**

**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. TABLED 02/13/2024: Deliberate and take appropriate action on the Special Meeting minutes

of January 16, 2024.

9. Deliberate and take appropriate action on the Regular Meeting Minutes of February 13, 2024.
10. Deliberate and take appropriate action on the acceptance of the Certification of Unopposed Candidates for the City of Ingleside, Texas, in accordance with Section 2.052, Texas Election Code.
11. Deliberate and take appropriate action on a Resolution of the City of Ingleside, Texas for Order of Cancellation for the General Election for Council Members Place 2, 4, and 6 scheduled for May 4, 2024, and declaring each unopposed candidate elected to office in accordance with Section 2.053(a) of the Texas Election Code, Order of Cancellation, Unopposed Candidates.

### **Executive Session**

#### **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**

12. Deliberate and take appropriate action on the presentation and acceptance of the Ingleside Volunteer Fire Department's new brush truck.
13. Deliberate and take appropriate action on authorizing staff to advertise for Request for Qualifications for a firm to provide legal services to the City of Ingleside.
14. Announcements of Community Interest and/or upcoming events.
15. Items to consider for placement on future agendas.
16. Adjourn.

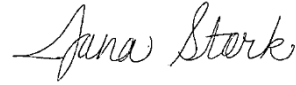
#### **Special Accommodations**

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@inglesidetxt.gov](mailto:citycouncilquestions@inglesidetxt.gov) for further information.

With respect to any subject matter set forth, 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 at the following locations: 1) City Hall bulletin board at 2671 San Angelo Street, Ingleside, Texas and 2) Ingleside Annex Building bulletin board at 2665 San Angelo Street, Ingleside, Texas on February 23, 2024 by 10:00 a.m.



Jana Stork, Assistant 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: February 27, 2024**

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#### **AGENDA ITEM: 6.a**

Update on Overall General Projects.

**SUBMITTED BY:** Gary Paredez, Director of Infrastructure Services

**APPROVED FOR AGENDA:** Brenton Lewis, City Manager

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#### **BACKGROUND:**

The City Council identified a total of 15 projects to be done throughout the City. Seven of the fifteen currently listed projects have been completed to date, four are under construction, and the remaining four are pending or in the design or contract phase. See the attached list for project status. In addition to these current listed projects, we have the new Meter Installation Project and some additional paving on Tiner Line.

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#### **FISCAL ANALYSIS:**

The various projects were funded by a range of funds. Some were funded by FY 2020 bond funds, some by FY 2021 bond funds, along with grants and regular budget funds.

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#### **RECOMMENDATION:**

N/A Information purposes only.

#### **ATTACHMENTS:**

1. Project List
2. HOUGHTON POURED IN PLACE CONNECTION BOX- PHOTOGRAPH 1
3. HOUGHTON BOX ON MUSTANG DR-PHOTOGRAPH 2
4. HOUGHTON CONCRETE POUR-PHOTOGRAPH 3
5. HOUGHTON CONCRETE POUR-PHOTOGRAPH 4
6. ANIMAL SHELTER BUILDING GOING UP-PHOTOGRAPH 1
7. ANIMAL SHELTER BUILDING GOING UP-PHOTOGRAPH 2
8. HULTGREEN IN FRONT OF LEGACY TREES-PHOTOGRAPH 1
9. HULTGREEN PIPE JOINT RESTRAINTS-PHOTOGRAPH 2
10. HULTGREEN WATERLINE-PHOTOGRAPH 3
11. TINER LANE ADDITIONAL PAVING TOWARDS AVENUE A-PHOTOGRAPH 1
12. TINER LANE FINISHED PRODUCT-PHOTOGRAPH 2

| <b>Project Name</b>                                                                                                                                            | <b>Project Status</b>                                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Kenny Lane Roadway Improvement                                                                                                                              | Contractor is preparing to begin the construction.                                                                                                                                                                                                                                                   |
| 2. Wastewater Treatment Plant                                                                                                                                  | Awaiting final approval from TCEQ for permit. Preliminary decision has been issued.                                                                                                                                                                                                                  |
| 3. Houghton Drainage Improvement                                                                                                                               | Is currently slated to be completed by March 1 <sup>st</sup> .                                                                                                                                                                                                                                       |
| 4. Recycle/Bulk Collection Facility                                                                                                                            | Recycle complete: We currently have 39,129lbs of cardboard; once we have 42,000lbs we can schedule our first pickup. We have 21 bales of plastic bottles and need 40 bales for pickup. Recently received a grant from HEB that will be used to build a loading dock/Bulk Collection Facility pending |
| 5. Live Oak Pavement Improvement-<br><br>Timber Leaf Drive, Spring Park Drive, Lee Lane, Meadow Drive, Ridgewood Circle, Todd Circle, Live Oak Park Entrance A | Contracting                                                                                                                                                                                                                                                                                          |
| 6. Animal Control Facility                                                                                                                                     | Under construction: foundation has been placed and contractors proceeding with erecting the building.                                                                                                                                                                                                |
| 7. Hultgreen Improvement                                                                                                                                       | Most of the water line has been installed. The wastewater line will follow.                                                                                                                                                                                                                          |
| a. Multi-Purpose Athletic Fields                                                                                                                               | Complete-Pending closeout. All work identified in the walkthrough has been done.                                                                                                                                                                                                                     |
| b. Garden Center                                                                                                                                               | Contracting                                                                                                                                                                                                                                                                                          |
| c. Faith Park Walking Trail                                                                                                                                    | In design phase                                                                                                                                                                                                                                                                                      |
| 8. N.O. Simmons Playground Lighting                                                                                                                            | Under design                                                                                                                                                                                                                                                                                         |
| 9. West Main Street Parking Lot & City Hall Parking Lot                                                                                                        | In design phase                                                                                                                                                                                                                                                                                      |
| 10. Meter Installation                                                                                                                                         | As of 2/16 a total of 2,096 meters have been installed. Overall, approximately 60% of meters have been installed. Most of the meters left would be the 2" and above meters.                                                                                                                          |
| 11. Tiner Lane                                                                                                                                                 | Staff has paved an additional 840ft. The addition was from the original work going towards Avenue A.                                                                                                                                                                                                 |



Houghton-poured in place connection box.



Houghton-box on Mustang Dr.



Houghton concrete pour



Houghton concrete pour



Animal Shelter building going up.



Animal Shelter building going up.

Hultgreen in front of legacy trees. No roots in ditch.



# Hultgreen-Pipe joint restraints





Hultgreen-Water line

# Tiner Lane- Finished Product



# Tiner Lane- Finished Product



**CITY COUNCIL AGENDA**  
**Regular Meeting: February 27, 2024**

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**AGENDA ITEM: 8**

TABLED 02/13/2024: Deliberate and take appropriate action on the Special Meeting minutes of January 16, 2024.

**SUBMITTED BY:** Jana Stork, Assistant City Secretary

**APPROVED FOR AGENDA:** Brenton Lewis, City Manager

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**BACKGROUND:**

On February 13, 2024 City Council TABLED the Special Meeting Minutes of January 16, 2024 for additional details to be added.

Please see the accompanying Minutes:

Special Meeting Minutes of January 16, 2024

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**FISCAL ANALYSIS:**

N/A

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**RECOMMENDATION:**

Staff recommends approval of the meeting minutes, as presented.

**ATTACHMENTS:**

1. 2024, 01-16 Special Council Minutes-DRAFT V3

**CITY OF INGLESIDE  
SPECIAL CITY COUNCIL MEETING  
MINUTES  
JANUARY 16, 2024  
6:30 P.M.**

**Opening Agenda**

**1. Call Meeting to order.**

The Regular Council Meeting of the City of Ingleside was called to order by Mayor Adame at 6:30 p.m. on January 16, 2024, at Humble Station Community Center, 2821 Main St., 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 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**

City Secretary Beaven addressed the Mayor about the stack of Citizen Comments received.

The following citizens made comments about the Ingleside Clean Ammonia Partners, LLC Objectionable Uses application filed with the City:

Speaking For: There was no one speaking for.

|                   |                   |                                            |
|-------------------|-------------------|--------------------------------------------|
| Speaking Against: | Debra Sanders     | 3076 Avenue A, Ingleside, TX               |
|                   | Todd Buncie       | 2616 Alana Ln, Ingleside, TX               |
|                   | Courtney Shane    | 2181 Capeheart St., Ingleside, TX          |
|                   | Martha Habluetzel | 3508 Avenue A, Ingleside, TX               |
|                   | Elisa Granados    | 1591 4th St., Ingleside, TX                |
|                   | Lou Valdes        | 809 Bayshore Dr., Ingleside on the Bay, TX |
|                   | Erik Glowka       | 321 N. Sandpiper, Ingleside on the Bay, TX |
|                   | Arielle Dougherty | 1908 12 <sup>th</sup> St., Ingleside, TX   |
|                   | Desiree Beaudry   | 2032 Hwy 361 #612, Ingleside, TX           |

|                 |                                         |
|-----------------|-----------------------------------------|
| Michael Morgan  | 2378 Morgan Ln, Ingleside, TX           |
| Melanie Shafer  | 2290 6th St., Ingleside, TX             |
| Sarah Crumbley  | 2480 Henrietta Pl., Ingleside, TX       |
| Virgil Heard    | 2243 Mooney Ln, Ingleside, TX           |
| Bonnie Hodge    | 2829 Houston St., Ingleside, TX         |
| Gloria Olivares | 403 Starlight, Ingleside on the Bay, TX |
| Colten McCumber | 2137 Ridgewood Cr., Ingleside, TX       |
| Alyssa Vela     | 2752 Avenue E, Ingleside, TX            |

### **Presentations**

No Presentation presented for this meeting.

### **Executive Session**

No Executive Session presented for this meeting.

### **Public Hearing**

- 6. Conduct a public hearing concerning an application for Objectionable Uses filed by Ingleside Clean Ammonia Partners, LLC to construct and operate an ammonia production and export facility located in the Enbridge Ingleside Energy Center located at 1450 Lexington Road, Ingleside, Texas.**

At 7:23 p.m. Mayor Adame convened the Ingleside City Council into a Public Hearing.

Presentation on Project YaREN was presented by Christopher Boozer, Director at Enbridge, U.S. Gulf Coast Engineering. Mr. Boozer introduced speakers and key team members: Laurent Ruhlmann, Director, Yara Clean Ammonia, Health, Environment, Safety and Quality; Sharon Jones, Environmental & Regulatory Lead, SEE Solutions, LLC; Javier Del Olmo, VP, Enbridge U.S. Gulf Coast; Ivan de Witte, Head of Yara Clean Ammonia (North America), Projects & Business Development; and John Bell, Legal Advisor, Wood, Boyken & Wolter P.C. Mr. Boozer presented that on November 20, 2023, Ingleside Clean Ammonia Partners, LLC (ICAP) submitted an Objectionable Use Permit (OUP) application to the City of Ingleside.

Boozer stated Enbridge is North America's leading energy infrastructure company with safety being number one priority. Yara, founded in 1905, is the world's largest ammonia distributor with locations at Yara/BASF Ammonia Plant, Freeport, Texas; Yara Porsgrunn Plant (Norway); and Yara Sluiskil Plant (Netherlands).

YaREN Project Overview: blue ammonia production and export facility located at the existing Enbridge Ingleside Energy Center with ongoing engineering and assessments; construction to begin Q3/Q4 2025 with service to begin in 2028; facility feed stock is natural gas delivered by pipeline; 95% CO2 capture within 0 to 6 months of starting operation; captured CO2 will be transported by pipeline for sequestration at a 3<sup>rd</sup> party facility located outside of San Patricio County, Texas; ammonia will be exported only by marine vessels.

Project YaREN's highest priority is the safety of the community, employees, contractors and the environment always, and the facility will meet or exceed federal and industry safety

requirements. Independent layers of safety in the project are design, basic process control system, alarms and operator corrective action, safety system, physical protection systems, and emergency response. Proven design, engineering, and organizational solutions based on 80 years of ammonia experience.

Preliminary Project YaREN community benefits: construction phase of three (3) years bringing in over a cumulative tax benefit of \$12M; and operations and maintenance of one (1) year with 100 full-time employees on-site, \$14M forecasted property tax revenue for the City without YaREN, and approximate \$10M in additional property tax revenue for the City provided by YaREN.

Mr. Boozer answered common community questions and concerns on school safety, emergency response, air emissions, water usage, solar project update, and examples of similar facilities in the U.S.

Boozer stated the proposed OUP conditions for safety focused on no ammonia processing, operating, storage or loading facilities will be located along the northern frontage of the property within 750 feet from Main Street; all ammonia facilities will be located on the eastern side of the property as shown on the site plan attached as Exhibit B; no ammonium nitrate will be produced or stored at this site; ammonia produced will be stored as a liquid in double-walled, low-pressure tanks with vapor recovery systems; all ammonia storage will be at the south end of the site near the dock facilities; all process controls will be continuously monitored and include early alerts for deviations of processes outside of normal operating conditions; the plant will be provided with continuous gas alarms and detection systems that activate an alarm upon early detection of gas; all safety critical functions and installations will have redundant backup; emergency backup power will be provided for the safe shutdown of the plant; all hydrogen generated will be used for ammonia production, no hydrogen will be produced as a separate product; and no ammonia produced will be transported by truck or rail.

|                   |                  |                                            |
|-------------------|------------------|--------------------------------------------|
| Speaking For:     | Mike Culbertson  | 800 N. Shoreline, Corpus Christi, TX       |
|                   | Matt Garcia      | 610 Philomena Dr., Corpus Christi, TX      |
|                   | Gayle Snyder     | 1500 Main St., Ingleside, TX               |
|                   | Bob Paulison     | 15226 Barataria Dr., Corpus Christi, TX    |
|                   | Freddy Nava      | 5481 Lonesome Dove, Robstown, TX           |
|                   | Ryan Berthold    | Taft, TX                                   |
| Speaking Against: | George Turner    | 2759 Avenue F, Ingleside, TX               |
|                   | Antoinette Tozer | 1950 Hwy 361 #122, Ingleside, TX           |
|                   | Janet Laylor     | 316 Bayshore Dr., Ingleside on the Bay, TX |
|                   | Joyce Turner     | 3202 Rebecca St., Ingleside, TX            |
|                   | Vanessa Alvarado | 2754 Avenue J, Ingleside, TX               |
|                   | Charlie Boone    | 468 Sunset, Ingleside on the Bay, TX       |
|                   | Rachel Ceballero | Corpus Christi, TX                         |
|                   | Kelly Veracruz   | 2322 1st St. #3, Ingleside, TX             |
|                   | Payton Campbell  | 6214 Londonderry Dr., Corpus Christi, TX   |
|                   | Mac McKenzie     | 301 Starlight, Ingleside on the Bay, TX    |
|                   | Peter Moore      | 15110 Leeward Dr., Corpus Christi, TX      |
|                   | Sharon Diaz      | 2165 Ridgewood Cr., Ingleside, TX          |
|                   | Cora Rose        | 326 N. Sandpiper, Ingleside on the Bay, TX |
|                   | Debby Ferrell    | 132 Sunset, Ingleside on the Bay, TX       |

|                  |                                             |
|------------------|---------------------------------------------|
| Thomas Wadham    | 701 Oakridge Dr., Ingleside on the Bay, TX  |
| Cody Benavides   | 3333 S. Alameda, Corpus Christi, TX         |
| Dorothy Pena     | 2114 Meadowpass Dr., Corpus Christi, TX     |
| Tim Doty         | 309 Barberry Park, Driftwood, TX            |
| Claudia Elliot   | 2176 Timberleaf Cr., Ingleside, TX          |
| James Klein      | 3501 Monterrey St., Corpus Christi, TX      |
| Kaylee Chiddix   | 96 Bayshore Dr., Ingleside on the Bay, TX   |
| Theesa Kotalik   | 333 Bayshore Dr., Ingleside on the Bay, TX  |
| Cyndi Valdes     | 1018 Bayshore Dr., Ingleside on the Bay, TX |
| Ashley Griffith  | 2785 El Paso Avenue, Ingleside, TX          |
| Gerard Gutierrez | 1614 Mooney Ln., Ingleside, TX              |
| Brandi Robinson  | 106 Bayshore Dr., Ingleside on the Bay, TX  |
| Jesse Garcia     | 2289 Hillcrest, Ingleside, TX               |
| Connie Dockler   | 2984 Todd Cr., Ingleside, TX                |
| William Miller   | 1872 Kenney Ln., Ingleside, TX              |
| Rachel Claudus   | 4018 Pudget Sand Dr., Corpus Christi, TX    |

At 9:48 p.m. Mayor Adame closed the public hearing and convened into a break.

At 10:01 p.m. Mayor Adame reconvened the Ingleside City Council into a Regular Meeting.

### **Regular Agenda**

- 7. Deliberate and take appropriate action on a Resolution affecting the zoning of the following property from its present zoning of I-Industrial to include an allowance of objectionable use: The area bounded by Coral Sea Road, Ticonderoga Road, and Arleigh Burke Road, together with the adjacent dock, all as more particularly shown on Exhibits A and A-1 attached.**

Discussion held between Council Members, City Manager Lewis, and the presenters about not being an easy decision, the company needing to convince the citizens, people feel unsafe due to the lack of details in the information provided, proactive plans are needed, many questions raise concerns when it comes to school and hospitals, ammonia not being a natural resource but a manufactured resource, and not being beneficial for our area.

Council Member Diehl asks the question if that is the best fit for the location of the product. City Manager Lewis responded with the prevailing winds, it is not the best fit for the location being requested.

**Motion:** Council Member Diehl made a motion to deny the permit that was presented to the Council. Council Member Wilson seconded the motion. Motion carried with all present voting in favor.

- 8. Items to consider for placement on future agendas.**

Council Member Diehl requested that the Mayor and City Manager coordinate the existing permit from the 2012-2013 Ordinance about Objectionable Use Permits for further

discussion and gave full discretion to the Mayor as to when to place this on a public meeting.

Mayor Adame requested an update on Streets.

**9. Adjourn.**

Mayor Adame adjourned the regular meeting of the City of Ingleside at 11:04 p.m.

APPROVED:

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Pedro Oscar Adame, Mayor

ATTEST:

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Jana Stork, Assistant City Secretary

**CITY COUNCIL AGENDA**  
**Regular Meeting: February 27, 2024**

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**AGENDA ITEM: 9**

Deliberate and take appropriate action on the Regular Meeting Minutes of February 13, 2024.

**SUBMITTED BY:** Jana Stork, Assistant City Secretary

**APPROVED FOR AGENDA:** Brenton Lewis, City Manager

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**BACKGROUND:**

Please see the accompanying Minutes:

Regular Meeting Minutes of February 13, 2024

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**FISCAL ANALYSIS:**

N/A

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**RECOMMENDATION:**

Staff recommends approval of the meeting minutes, as presented.

**ATTACHMENTS:**

1. 2024, 02-13 Regular Council Minutes\_DRAFT

**CITY OF INGLESIDE  
REGULAR CITY COUNCIL MEETING  
MINUTES  
FEBRUARY 13, 2024  
6:30 P.M.**

**Opening Agenda**

**1. Call Meeting to order.**

The Regular Council Meeting of the City of Ingleside was called to order by Mayor Adame at 6:30 p.m. on January 23, 2024, at Humble Station Community Center, 2821 Main St., 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, Mayor Pro-Tem Tracy Long, 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**

Patrick Nye, 1018 Bayshore Dr, Ingleside on the Bay, addressed the Council about Enbridge's water rights permit, a public hearing that is taking place on February 29, the water permit being used for industrial purposes but isn't limited to, and asked if there was an emergency plan in place since that is important to have when it comes to the industrial plants.

Charles Boone, 468 Sunset, Ingleside on the Bay, addressed the Council about Council Member Diehl's request about the current Objectionable Use Permit being added to a future agenda and asked when it will be added to the agenda, and requested a meeting with the City Manager to speak with the City Attorney in regard to the current Objectionable Use Permit.

Vicky Cook, 3009 Lakeview West Dr., addressed the Council about her involvement in getting the City of Ingleside in the Texas State Travel Guide, and requested that the Council look into expanding the City Library as it is getting too small.

Martha Habluetzel, 3508 Avenue A, addressed the Council about the traffic on FM 1069 and Highway 361.

Teresa Flores, 2586 Avenue A, addressed the Council about wanting to thank the Ingleside Police Department for ensuring that the children were safe during drop off on Tuesday morning after a threat Monday afternoon, and asked when a second School Resource Officer was going to be added.

## **6. Staff Comments and Reports**

### **A. Notice of Eligibility – Regional Mitigation Program Application 2022-100277-RMP.**

City Manager Lewis informed the Council about having applied for the MIT-MOD Grant Funding, receiving Notice of Eligibility, proceeding with development, and stated that we do have to meet certain requirements. City Manager Lewis stated that City Staff are looking at the other side of City Hall for development.

### **B. Update on the timing of the traffic light at the intersection of FM 1069 & SH 361.**

Director of Infrastructure Services Paredez updated the Council about TxDOT adjusting the timing of the light at the intersection, especially during heavy traffic flow.

### **C. Update on the removal of sand-burrs/grass-burrs from N. O. Simmons soccer fields.**

Director of Infrastructure Services Paredez updated the Council about the sand-burrs and grass-burrs being removed from the soccer fields at N. O. Simmons park, but now there is an issue with rocks and shells after the scraping was done. President of the Texas Coast Youth Soccer League thanked the City for what was completed, and that the league has adjusted to make sure no children get hurt on the fields.

Council Member Diehl requested an update on the water meters. City Manager Lewis stated that installation of the water meters was at 44%, the meters are performing like they should, and that they are reading every ounce of water being used.

## **7. Council Comments and Reports**

No Council Comments and Reports presented for this meeting.

## **Presentations**

### **8. Introduction of Tommy Saucedo the new Director of Information Technology.**

Tommy Saucedo addressed the Council and introduced himself as the new Director of Information Technology.

### **Consent Agenda**

**Agenda Item 13 was pulled from the Consent Agenda and moved in to the Regular Agenda for separate discussion.**

- 9. Deliberate and take appropriate action on the second and final reading of an Ordinance amending Ingleside Code of Ordinances Chapter 62-Traffic and Vehicles, Article IV, Division 2 – Truck Routes, Section 62-102 established and providing for effective date, reading, severance, and publication.**

Proposed as Ordinance 2024-01

- 10. Deliberate and take appropriate action on a Resolution of the City of Ingleside, Texas finding that the Statement of Intent of Centerpoint Energy Resources Corp., d/b/a Centerpoint Energy Entex and Centerpoint Energy to change rates filing within the City should be denied; finding that the City's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this Resolution is passed is open to the public as required by law; requiring notice of this Resolution to the company and legal counsel.**

Proposed as Resolution 2024-13.

- 11. Deliberate and take appropriate on the American Recue Plan Act (ARPA) Standards of Conduct and Conflict of Interest Policy as required by the US Treasury.**
- 12. Deliberate and take appropriate action on the acceptance of Grant Funds in the amount of \$22,000 from Keep Texas Beautiful through a grant from HEB to be used for the City of Ingleside Recycling Center.**

**Motion:** Council Member Pruitt made a motion to approve the Consent Agenda excluding Item 13 which was removed from the Consent Agenda for separate discussion. Mayor Pro-Tem Long seconded the motion. Motion carried with all present voting in favor.

### **Executive Session**

No Executive Session presented for this meeting.

### **Public Hearing**

No Public Hearing presented for this meeting.

### **Regular Agenda**

- 13. Deliberate and take appropriate action on the Special Meeting Minutes of January 16, 2024 and Regular Meeting Minutes of January 23, 2024.**

Discussion was held between Council Members and City Manager Lewis about the Special Meeting Minutes of January 16, 2024, and how they wanted specific verbiage that was said during the meeting to be in the minutes.

**Motion:** Council Member Diehl made a motion to table the approval of the Special Meeting Minutes of January 16, 2024, for verbiage to be added. Mayor Adame seconded the motion. Motion carried with all present voting in favor.

**Motion:** Council Member Diehl made a motion to approve the Regular Meeting Minutes of January 23, 2024. Mayor Adame seconded the motion. Motion carried with all present voting in favor.

**14. Deliberate and take appropriate action on the decision made by San Patricio County appraisal District in regards to the Port of Texas, LLC property tax refund.**

Discussion was held between Council Members, City Manager Lewis and Director of Finance Vela about the land being owned by the Port of Texas, LLC, the documents filed to the San Patricio County Appraisal District, documentation going back five (5) years, the area in question being behind the Middle School and High School, the Planning and Zoning Commission labeling it as industrial after temporarily being labeled residential, not going before the Appraisal Review Board, the reduction of the property value resulted in a tax refund, effects the City, schools and other industries inside City limits.

Debra Sanders, 3076 Avenue A; Courtney Shane, 2181 Capeheart; and Marth Habluetzel, 3508 Avenue A addressed the Council with questions regarding the item being discussed to better understand the significance of the property tax refund. Council Members addressed the citizen comments to City Manager Lewis, who was able to answer the questions that were asked.

**Motion:** Mayor Adame made a motion for the City Manager to continue research efforts on the decision made by San Patricio County appraisal District in regards to the Port of Texas, LLC property tax refund. Council Member Pruitt seconded the motion. Motion carried with all present voting in favor.

Mayor Pro-Tem Long stepped away from the dais.

**15. Deliberate and take appropriate action on a Resolution authorizing the City of Ingleside, TX to submit an application to the Office of the Governor, Public Safety Office, Criminal Justice Division for the License Plate Reader Project Grant, FY2025.**

Discussion was held between Council Members, City Manager Lewis, and Police Chief Burr about the two (2) year project for five (5) plate readers, and not having to match funds with the grant.

**Motion:** Mayor Adame made a motion to adopt Resolution 2024-14 as presented, a Resolution authorizing the City of Ingleside, TX to submit an application to the Office of the Governor, Public Safety Office, Criminal Justice Division for the License Plate

Reader Project Grant, FY2025. Council Member Diehl seconded the motion. Motion carried with all present voting in favor.

For Motion: Council Member Diehl, Council Member Wilson, Council Member Pruitt, Council Member Julio Salinas, and Mayor Adame

Against Motion: None

Absent: Mayor Pro-Tem Long (stepped away from the dais)

Mayor Pro-Tem Long returned to the dais.

**16. Deliberate and take appropriate action on the first reading of an Ordinance amending Ingleside Code of Ordinances Chapter 14-Animal Control and Animals, Article I – In General, Article II – Prohibitions, Enforcement and Penalties, Article III – Licenses and Permits and Administrative Procedures, Article IV – Animal and Rabies Control, Article V – Care and Keeping of Animals, Article VI – Beekeeping and providing for effective date, reading, severance, and publication.**

Discussion was held between Council Members, City Manager Lewis, Police Chief Burr, and Animal Control Officer Otwell about the Ordinance, having issues within city limits, having the Ordinance in line with State Laws, which animals would need to have a permit by citizens, and Council wanting citizen input on the Ordinance.

**Motion:** Mayor Pro-Tem Long made a motion to table the first reading of an Ordinance amending Ingleside Code of Ordinances Chapter 14-Animal Control and Animals, Article I – In General, Article II – Prohibitions, Enforcement and Penalties, Article III – Licenses and Permits and Administrative Procedures, Article IV – Animal and Rabies Control, Article V – Care and Keeping of Animals, Article VI – Beekeeping and providing for effective date, reading, severance, and publication to the first Regular Council Meeting in March 2024. Council Member Julio Salinas seconded the motion. Motion carried 5-1.

For Motion: Council Member Diehl, Council Member Wilson, Council Member Pruitt, and Council Member Julio Salinas

Against Motion: Mayor Adame

**17. Deliberate and take appropriate action on authorizing the first annual City of Ingleside Citizens Academy.**

Discussion was held between Council Members and City Manager Lewis about the City of Ingleside Citizens Academy, the requirements to be a part of the Academy, the program lasting eight (8) weeks, and the hope to bring forth to the school in the future.

**Motion:** Council Member Diehl made a motion to approve the authorization of the first annual City of Ingleside Citizens Academy. Council Member Pruitt seconded the motion. Motion carried with all present voting in favor.

**18. Announcements of Community Interest and/or upcoming events.**

- A. Ingleside Library Seed Swap, February 2024
- B. Ingleside State of the City 2024, Ingleside, February 15
- C. Texas Pride Mixer, Ingleside, February 21
- D. San Patricio County Career Expo & Job Fair, Sinton, February 29
- E. Trashion Fashion Show, Ingleside, February 29
- F. TxDot Public Hearing, Gregory, March 5
- G. TML Midyear Conference, San Marcos, March 14-15
- H. Ingleside Round Up Days, March 22-24
- I. Crawfish Cook-Off, Ingleside, April 19-20

**19. Items to consider for placement on future agendas.**

Mayor Adame asked Staff about a Sport Fields Committee.

Mayor Adame asked Staff about IDC Grant Signage.

Council Member Diehl asked Staff about the Beautification Committee.

Council Member Diehl asked Staff for an RFQ for Professional Firms.

Council Member Julio Salinas asked Staff to look into second School Resource Officer.

Council Member Julio Salinas asked Staff to reach out to TxDOT about the traffic and highway load, and about SH 200.

**20. Adjourn.**

Mayor Adame adjourned the regular meeting of the City of Ingleside at 9:11 p.m.

APPROVED:

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Pedro Oscar Adame, Mayor

ATTEST:

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Jana Stork, Assistant City Secretary

## **CITY COUNCIL AGENDA**

### **Regular Meeting: February 27, 2024**

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#### **AGENDA ITEM: 10**

Deliberate and take appropriate action on the acceptance of the Certification of Unopposed Candidates for the City of Ingleside, Texas, in accordance with Section 2.052, Texas Election Code.

**SUBMITTED BY:** Jana Stork, Assistant City Secretary

**APPROVED FOR AGENDA:** Brenton Lewis, City Manager

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#### **BACKGROUND:**

The City Secretary is the authority responsible for having the official ballot prepared and certified in writing that a candidate is unopposed for election to an office. There were no opposed candidates for the General Election for Place #2, Place #4, and Place #6 scheduled for May 4, 2024, therefore the Certification of Unopposed Candidates Form is being presented for Council approval.

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#### **FISCAL ANALYSIS:**

N/A

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#### **RECOMMENDATION:**

Staff recommends Council approve the Certification of Unopposed Candidates Form, as presented.

#### **ATTACHMENTS:**

1. 2024, 02-27 Certificate of Unopposed Candidates 13-1f V2

**CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER  
POLITICAL SUBDIVISIONS (NOT COUNTY) CERTIFICACIÓN DE  
CANDIDATOS ÚNICOS  
PARA OTRAS SUBDIVISIONES POLITICAS (NO EL CONDADO)**

**To: Presiding Officer of Governing Body**  
***Al: Presidente de la entidad gobernante***

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 04, 2024.

*Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 04 Mayo, 2024.*

**List offices and names of candidates:**  
***Lista de cargos y nombres de los candidatos:***

**Office(s) Cargo(s)**

Council Member Place 2  
Council Member Place 4  
Council Member Place 6

**Candidate(s) Candidato(s)**

David Ray Pruitt  
Tracy Lee Long  
John J. Salinas

  
**Signature (Firma)**

Jana Stork  
**Printed name (Nombre en letra de molde)**

**(Seal) (sello)**

Assistant City Secretary  
**Title (Puesto)**

February 21, 2024  
**Date of signing (Fecha de firma)**

*See reverse side for instructions  
(Instrucciones en el reverso)*

## **CITY COUNCIL AGENDA**

### **Regular Meeting: February 27, 2024**

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#### **AGENDA ITEM: 11**

Deliberate and take appropriate action on a Resolution of the City of Ingleside, Texas for Order of Cancellation for the General Election for Council Members Place 2, 4, and 6 scheduled for May 4, 2024, and declaring each unopposed candidate elected to office in accordance with Section 2.053(a) of the Texas Election Code, Order of Cancellation, Unopposed Candidates.

**SUBMITTED BY:** Jana Stork, Assistant City Secretary

**APPROVED FOR AGENDA:** Brenton Lewis, City Manager

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#### **BACKGROUND:**

The Resolution to Order the Cancellation of Election for the City of Ingleside, Texas for the General Election scheduled for May 4, 2024 and appoint the unopposed candidates. There were no opposed candidates for the General Election and the following candidates have been certified as unopposed and are hereby elected:

| <u>Candidate</u> | <u>Office Sought</u>   |
|------------------|------------------------|
| David Ray Pruitt | Council Member Place 2 |
| Tracy Lee Long   | Council Member Place 4 |
| John J. Salinas  | Council Member Place 6 |

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#### **FISCAL ANALYSIS:**

N/A

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#### **RECOMMENDATION:**

Staff recommends Council cancel the May 4, 2024 General Election for Council Members Place 2, 4, and 6 and declare each unopposed candidates elected to office.

#### **ATTACHMENTS:**

1. 2024, 02-27 Resolution Order of Cancellation 12-2f V2

RESOLUTION 2024-\_\_\_\_  
RESOLUCIÓN 2024-\_\_\_\_

ORDER OF CANCELLATION  
ORDEN DE CANCELACIÓN

The City Council of Ingleside, Texas hereby cancels the election of Council Members Place 2, 4, and 6 scheduled to be  
(official name of governing body)

held on May 04, 2024 in accordance with Section 2.053(a) of the Texas Election Code.  
(date on which election was scheduled to be held)

The following candidates have been certified as unopposed and are hereby elected as follows:

*La Ciudad de Ingleside, Tejas por la presente Cancela la elección de Concejales de los lugares 2, 4 y 6 que, de lo*  
(nombre oficial de la entidad gobernante)

*contrario, se hubiera celebrado el* 04 Mayo, 2024 *de conformidad, con la Sección 2.053(a) del*  
(fecha en que se hubiera celebrado la elección)

*Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente*  
*quedan elegidos como se haya indicado a continuación:*

**Candidate (Candidato)**      **Office Sought (Cargo al que presenta candidatura)**

|                         |                              |
|-------------------------|------------------------------|
| <b>David Ray Pruitt</b> | <b>Councilmember Place 2</b> |
| <b>Tracy Lee Long</b>   | <b>Councilmember Place 4</b> |
| <b>John J. Salinas</b>  | <b>Councilmember Place 6</b> |

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

*El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.*

PASSED, APPROVED AND RESOLVED this 27th day of February, 2024.

*PASADA, APROBADA Y RESUELTA el día 27th de Febrero de 2024.*

---

**Pedro Oscar Adame, Mayor**  
*Pedro Oscar Adame, El Alcade*

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**Ruby Beaven, City Secretary**  
*Ruby Beaven, Secretario de la Ciudad*

(seal) (sello)

## **CITY COUNCIL AGENDA**

### **Regular Meeting: February 27, 2024**

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#### **AGENDA ITEM: 12**

Deliberate and take appropriate action on the presentation and acceptance of the Ingleside Volunteer Fire Department's new brush truck.

**SUBMITTED BY:** Thomas Miller, Fire Chief

**APPROVED FOR AGENDA:** Brenton Lewis, City Manager

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#### **BACKGROUND:**

Presentation of the new brush truck purchased from WildFire Truck & Equipment Sales on 04/26/2022. The brush truck was received on January 26, 2024. This unit will be called Brush 168.



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**FISCAL ANALYSIS:**

The City Council approved the purchase of a brush truck for the amount of \$216,815.02, which is the result of the sealed bid from December 14, 2021. A check for this amount was paid to Wildfire Truck and Equipment on April 27, 2022, and a No Liens Letter was issued. The brush truck was funded upon the issuance of the purchase order. Therefore, there are no fiscal effect within this budget year.

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**RECOMMENDATION:**

Staff recommends acceptance of the new brush truck.

**ATTACHMENTS:**

None

**CITY COUNCIL AGENDA**  
**Regular Meeting: February 27, 2024**

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**AGENDA ITEM: 13**

Deliberate and take appropriate action on authorizing staff to advertise for Request for Qualifications for a firm to provide legal services to the City of Ingleside.

**SUBMITTED BY:** Brenton Lewis, City Manager

**APPROVED FOR AGENDA:** Brenton Lewis, City Manager

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**BACKGROUND:**

At the February 13, 2024 Regular City Council meeting, an agenda item was requested to consider advertising for Requests for Qualifications (RFQ) for a firm to provide legal services and act as the City Attorney. During requests for the agenda items, a statement was made regarding the City of Ingleside having advertised various projects and professional services provided to the City, but has not requested RFQ's for City Attorney services for several years. The staff has attached a draft RFQ for Legal Services for discussion.

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**FISCAL ANALYSIS:**

To be determined based on professional service rates

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**RECOMMENDATION:**

Authorize staff to advertise for legal services that include serving as City Attorney.

**ATTACHMENTS:**

1. Request for Proposals to Provide Legal Services

## **Request for Proposals to Provide Legal Services**

### **1. Introduction:**

The City of Ingleside hereby solicits proposals from law firms to provide legal services to the City on a regular, but not on a full-time basis. The City anticipates that the firm it engages will have extensive experience in municipal law and will provide a wide and diverse range of services. The City also anticipates entering into an engagement agreement with the selected firm and designating a senior attorney with the firm as the City Attorney.

The firm and City Attorney will be selected by the City Council with the benefit of input from the City Manager. The selected firm and the City Attorney will work closely with the City Council, the City Manager, the senior members of the staff, and other employees of the City. The relationship between the City and the selected law firm will be set forth in a written engagement agreement. The City anticipates that the law firm will be engaged for a term of two years subject to the right of the City and the firm to terminate the engagement at any time without cause, for any reason, or for no reason. The City Council will review the performance of the City Attorney and the Firm on an annual basis.

As set forth below in detail, any submission by a law firm must be delivered to the City on or before X:XX P.M. on XXXX, XXX XX, 2024.

### **2. Background – General Information Concerning the City:**

The City of Ingleside was incorporated in 1951 and has a population of approximately 10,100 residents. It covers approximately 14.5 square miles of land, most of which is occupied by industry and single-family residences. However, the City contains some multi-family structures and some retail, restaurant, office, service, and church facilities. The City is located approximately seventeen miles north of Corpus Christi.

The City is governed by a home rule charter and has a “Council-Manager” form of government. The City Council is composed of the Mayor and six Council Members. The Mayor and the Council Members are elected at-large by the residents, serve two-year terms, and are limited to three successive terms. Although members of the Council from time-to-time may have different views as to what actions the City should take or not take, historically, members of the Council have worked together respectfully, harmoniously, and with shared views as to the values, traditions, and interests of the City and its residents.

The City Council appoints a professional City Manager responsible for leading the organization and managing the day-to-day operations. The City Council also appoints the City Attorney, City Prosecutor, and Municipal Court Judge. All appointed positions report to and serve at the pleasure of the City Council. All department directors report to the City Manager.

The City employs approximately 110 full-time employees, and a number of part-time/seasonal employees. The City staff provides a wide range of municipal services including but not limited to finance, development services, building permits and inspections, library, human resources,

municipal court, parks (including swimming pool, tennis, and playground facilities), public safety (police, and fire), streets, and utilities (potable water, sanitary sewer, and storm sewer). Some other major services such as municipal solid waste and emergency medical services are performed under the terms of contracts with third parties.

The City purchases potable water from the San Patricio Municipal Water District, and franchised utilities include Sparklight, AEP Electric, CenterPoint Energy and various telecommunications providers.

## **Requirements**

### **3. Nature of the Legal Services Sought by the City:**

Through the process initiated by this request for submissions, the City seeks to identify and retain a law firm and City Attorney that will interface with the City and provide services in a manner somewhat similar to the manner in which a model office of general counsel provides legal services to a model corporate client, that is, with complete openness, with a sense of common purpose, with shared values, and with mutual respect for the role and responsibilities of one another.

Although the City Attorney ultimately reports to the City Council, the Council has delegated to the City Manager responsibility for the day-to-day direction and supervision of the City Attorney. The Council assigns great importance to the City Attorney and the City Manager working together closely in a harmonious and effective manner.

The City anticipates the City Attorney will attend meetings of the City Council and Planning and Zoning Commission. On occasion, the City Attorney will be asked to attend a meeting of one of the committees of the City Council. Normally, meetings are held at City Hall in the council chambers as follows:

#### **City Council**

- 6:30 P.M. on the first and fourth Tuesday of each month. In addition, from time to time, it holds special meetings to address matters that require prompt attention.

#### **Planning & Zoning Commission**

- 6:00 P.M. on the first and third Monday of each month (as needed basis).

#### **Committees of the City Council:**

- Typically, during normal business hours on an as needed basis.

In addition, the City anticipates that the City Attorney and members of the law firm will be available for consultation within a reasonable period of time after the City undertakes to initiate contact by telephone or email. In that connection, the City will be interested in the depth of the firm's expertise and the availability of support attorneys if the City is faced with an urgent situation and the lead attorney in a given area is not available.

The matter of availability is particularly important in connection with the police function of the City. Although the need for legal advice on an urgent basis arises infrequently, the City expects to establish procedures through which it can readily access legal advice in emergency situations.

#### **4. Selecting a Law Firm:**

The City will accord special importance to the firm's experience and expertise in the following four practice areas:

- Police - including adherence to federal and state constitutional standards; compliance with state and federal statutory and regulatory law; respect for the civil and privacy rights of residents and visitors to the City; best training and procedural practices with regard for liability and risk exposure; and contractual and inter- governmental arrangements with federal, state, county, and other municipal public safety entities;
- Employment - including compliance with state and federal statutory and regulatory law in connection with recruiting, hiring, promoting, disciplining, and discharging employees; assurance that the City's employee compensation and benefit programs and practices comply with all applicable law; assurance that the City does not wrongfully discriminate against any protected class of prospective or current employees; advice concerning personnel policies, employee disciplinary and grievance matters; and assistance with the preparation of any employment agreements with employees or consultants;
- Zoning – provide advice concerning compliance with state statutory law and authoritative court opinions; advise the City staff, the Zoning Commission, the Board of Adjustment, and the City Council concerning issues involving alternatives, compliance, discretion, and authority; and
- Rights in, and transactions involving real property – provide advice and prepare documents related to the acquisition, sale, use, leasing, and condemnation of real estate.

Further, the City's objectives include retaining a firm that has a high degree of competency in most, if not all, of the following areas of municipal practice:

- Providing advice to the City Council, the Zoning Commission, and the Board of Adjustment in connection with substantive and procedural matters;
- Providing advice to the City Manager, the Directors, and other members of the staff in connection with matters that involve legal considerations;
- Providing guidance concerning compliance with the Texas Open Meetings Act, and the Public Information Act (f/k/a the Open Records Act);
- Staying abreast of state and federal legislative activities, administrative regulation change, and evolving case law on both the state and federal levels, inclusive of monitoring these developments and providing analysis to inform administrative and legislative decision-making;
- Providing advice concerning procurement, requests for proposals, and contracting;
- Providing guidance concerning privacy issues and the City acquiring, storing, utilizing, or disseminating confidential electronic data;
- Providing guidance concerning franchise matters, right-of-way management issues involving public utilities, cellular service providers, and solid waste firms;

- Drafting, reviewing, and editing contracts between the City and third-parties, including vendors, service providers, consultants, residents, other governmental authorities, and other entities (Please describe any noteworthy experience with contracts involving computer hardware, computer software, telecommunications, or other areas of technology);
- Drafting, reviewing, and editing ordinances, policy statements, resolutions, notices, instruments involving real estate, forms, and other documents of legal significance; and
- Initiate and manage litigation on behalf of the City and defend litigation against the City as requested by the City Manager or the City Council. In connection with civil matters, the practice of the City has been to retain outside counsel when a particular legal matter required a high degree of special knowledge and expertise. The City will retain the right to follow that policy when appropriate in its sole discretion.

## **5. Contents of Submissions:**

The intent of the City Council is to obtain from interested law firms in the form of written submissions the information specifically requested herein and, at the same time, to extend to all interested firms the latitude to demonstrate their qualifications, competence, and depth in the manner they deem most effective from their standpoint and most useful to the City from its standpoint.

The City requests that any submission by a law firm be limited to thirty-pages (excluding front and back covers) and contain the following information:

- The name, address, and primary telephone number of the principal office of the law firm;
- The name, office address, and office telephone number of the attorney who would serve as City Attorney;
- The name, office address, and office telephone number of each additional attorney who would likely provide services to the City (i) on a regular basis, (ii) on a “back-up” or “support” basis, or (iii) on occasion when a need arises for expertise in a specialized area of practice;
- A statement that provides a brief history of the law firm and that describes comprehensively the nature and extent of the firm’s practice;
- A resume for each of the attorneys named in response to the preceding two paragraphs that includes a clear description of the attorney’s (i) educational background, (ii) licensure, (iii) employment history, (iv) law practice experience and expertise; and (v) participation in professional, charitable, or civic activities or organizations (The resume may also include any additional information the attorney believes would be useful);
- A schedule setting forth (i) the hourly rate the City would be charged for services rendered by each of the attorneys and legal assistants who would likely provide services to the City and (ii) the minimum increment of time billed for services such as phone calls, correspondence, and personal conferences;
- A list that (i) sets forth the name of each client of the law firm that the firm is presently representing, or in the past four years has represented in a matter in which

- the interest of that client is/was adversely aligned to the interest of the City, and (ii) briefly describe each such matter;
- A statement that indicates as to whether or not the firm currently represents any of the following entities: (i) the State of Texas, (ii) San Patricio County, (iii) City of Corpus Christi, (iv) City of Portland, (v) City of Aransas Pass, (vi) City of Gregory, (vii) City of Ingleside on the Bay, (viii) Ingleside Independent School District, (ix) AEP Electric, (x) CenterPoint Energy, (xi) Sparklight, (xii) Republic Services, (xiii) Telecommunication providers, (xiv) cellular companies such as AT&T, Verizon or T-Mobile.
  - A list that identifies each public sector entity that is a current client of the firm;
  - A statement that describes any foreseeable conflict that might arise between the interest of any current client and the interest of the City if the law firm were engaged to represent the City;
  - A list setting forth (i) the name of three or more current or former municipal clients that the law firm proposes the City contact as references and (ii) the name, title and telephone number of the individual with the municipal client that the City should contact;
  - A statement that provides meaningful insight into the nature and extent of the firm's use of technology for word processing, timekeeping, external and internal communication, legal research, litigation support, and other tasks; and
  - A statement setting forth: (i) the name of any insurance carrier that provides liability coverage for client claims involving attorney malpractice or malfeasance, (ii) the deductible, (iii) the total amount of coverage. (Neither a copy of any policy nor a certificate of coverage need be submitted with any submission; however, the City will require details concerning coverage and proof of coverage prior to entering into any engagement agreement with the firm selected to provide the services described herein), and (iv) whether the firm or any of the attorneys that would be providing services to the City have been sued for malpractice and a brief description of the claim if so.
  - Any additional information, commentary, or points the law firm feels would be of value to the City. At the same time, the City requests that proposals be well-organized and reasonably concise.

#### **6. Attorney Fees and Expenses:**

The City anticipates a fee arrangement whereby it is billed monthly for legal services rendered and expenses incurred during the preceding month. The expectation of the City is that charges for legal services will be based on (i) the actual number of hours worked by attorneys and legal assistants while providing meaningful services to the City and (ii) the agreed hourly billing rates of the attorneys and legal assistants. The amount charged for expenses will be the actual cost incurred by the firm in connection with the legal services rendered. The City proposes not to pay for attorney and paralegal time and mileage associated with travel to and from the City Hall.

The City will consider any alternative billing arrangement that a firm may care to propose.

#### **7. Execution of an Engagement Agreement:**

The City anticipates that it will enter into a written engagement agreement with any firm selected to provide the legal services described herein. However, without making any commitment, the City will consider possible other or additional terms proposed by a law firm.

#### **8. Selection Process:**

The City Manager, with input from selected Directors will serve as the selecting committee and will make provide a recommendation to the City Council concerning the selection of a law firm and General Counsel.

The City anticipates that the members of the committee will review the submissions, select from three to five firms to interview, and, after deliberation, make a final recommendation. At a point that the Council deems appropriate, it will direct that efforts be made to negotiate the terms of engagement with a particular law firm. If satisfactory terms are negotiated, the Council will presumably approve the agreement. If satisfactory terms cannot be negotiated, the Council will select a different firm.

The committee may request a supplemental submission, seek additional interviews, request a Department of Public Safety or third-party background inquiry, or take other steps deemed appropriate to develop all the information needed by the committee or the Council to make well-founded assessments and decisions.

#### **9. Reservation of Rights:**

The City reserves the following described rights. The rights to:

- Waive any of the provisions in this solicitation;
- Issue subsequent solicitations;
- Cancel the solicitation and submission process;
- Waive any technical error in any submission it receives; and
- Negotiate an engagement that contains new or different terms from those described herein.

#### **10. Questions or Comments by Law Firms:**

Any question or concern related to this solicitation, or the selection process must be in writing and directed to:

Brenton Lewis  
City Manager  
C/O Ruby Beaven  
City Secretary  
2671 San Angelo Ave  
rbeaven@inglesidetx.gov

#### **11. Form, Deadline, and Delivery of Submissions:**

All submissions in response to this request should be in writing, limited to thirty-pages, on 8½ x 11 size paper, and bound with a front and back cover page. Photographs, drawings, tables, charts, schedules, and logos are considered “writings.” The front and back cover pages will not count toward the thirty-page limitation. The City will not be liable for any expenses incurred by an attorney or law firm in preparing and submitting a proposal or participating in an interview. A submission should be delivered to:

Ruby Beaven  
City Secretary  
2671 San Angelo Ave  
Ingleside, TX 78362  
rbeaven@inglesidetx.gov  
361-776-2517

Submissions must be received by the City at the above stated address on or before X:XX P.M. on XXXX, XXX XX, 2024. The submission should be accompanied by a flash drive and three identical copies. The words: “Submission in Response to Solicitation of Proposals for Providing Legal Services” should appear on the front of the envelope or package containing the submission and copies. The submission and copies may be delivered by mail, courier service, or hand delivery, but they should be received by the stated deadline.

**CITY COUNCIL AGENDA**  
**Regular Meeting: February 27, 2024**

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**AGENDA ITEM: 14**

Announcements of Community Interest and/or upcoming events.

**SUBMITTED BY:**

**APPROVED FOR AGENDA:**     Brenton Lewis, City Manager

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**BACKGROUND:**

- A. Ingleside Library Seed Swap, February 2024
  - B. San Patricio County Career Expo & Job Fair, Sinton, February 29
  - C. Trashion Fashion Show, Ingleside, February 29
  - D. TxDot Public Hearing, Gregory, March 5
  - E. TML Midyear Conference, San Marcos, March 14-15
  - F. Ingleside Round Up Days, March 22-24
  - G. Crawfish Cook-Off, Ingleside, April 19-20
- 

**FISCAL ANALYSIS:**

N/A

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**RECOMMENDATION:**

Information purposes only.

**ATTACHMENTS:**

1.     Community Events

**Love to Garden?**  
**Let's SPRING into action together**  
**THE GARDEN CLUB**  
**AND**  
**THE PUBLIC LIBRARY**  
**collaborating a seed exchange**



**Begins February 2024**



Skills, Trades & Public Service

# CAREER EXPO & JOB FAIR

**Thursday, February 29th**

*Open to the Public From*

**1:00PM - 4:00PM**

San Patricio County Fairgrounds Civic Center  
219 W. 5th Street, Sinton, TX 78387



**Launch Your Career  
Jobs Start In  
San Patricio County!**

## Activities:



**8:30AM - 11:30AM**

**Middle School and High School  
*Students Only* Career Expo**



**12:00PM to 1:00PM**

**Employer Workforce Service  
Lunch and Learn**



**1:00PM to 4:00PM**

**San Patricio County Job Fair  
*Open to the Public***

## **Job Seeker Registration**

<https://bit.ly/48uYfCO>



## **Employer Registration**

<https://bit.ly/4aOieNA>



**For More Information and to  
Register, Please Contact:**

**Lenny Anzaldue  
(361) 813-3160**

A proud partner of the American JobCenter network

**Equal Opportunity Employer/Program**  
Auxiliary aids and services are available upon request to individuals with disabilities.  
Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 7-1-1 (Voice).

### **IMPORTANT NOTICE TO CUSTOMERS**

This document contains vital information about requirements, rights, determinations, and/or responsibilities for accessing workforce system services. Language services, including the interpretation/translation of this document are available free of charge upon request.  
Este documento contiene información importante sobre los requisitos, los derechos, las determinaciones y las responsabilidades del acceso a los servicios del sistema de la fuerza laboral. Hay disponibles servicios de idioma, incluida la interpretación y la traducción de documentos, sin ningún costo y a solicitud.

[workforcesolutionscb.org](https://workforcesolutionscb.org)



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INGLESIDE CHAMBER OF COMMERCE PRESENTS

# TRASHION FASHION SHOW

WHERE "TRASH" BECOMES FASHION

2ND ANNUAL FASHION SHOW DINNER AND SILENT AUCTION.  
TRASHION FASHION CELEBRATES CREATIVE FASHION DESIGN AND  
PROMOTES WASTE REDUCTION AND SUSTAINABILITY. BENEFITING  
INGLESIDE CHAMBER FOUNDATION AND COMMUNITY GROUPS.

## HAUTE COUTURE \$1000 AVANT-GARDE \$750.00

- PREFERRED SEATING/TABLE OF 8
- BUSINESS NAME ON TABLE
- LOGO ON ALL SOCIAL MEDIA
- BANNER ON STAGE
- FULL AD IN PROGRAM
- TABLE OF 8
- BUSINESS NAME ON TABLE
- 1/2 PAGE AD IN PROGRAM
- LOGO ON SOCIAL MEDIA

## VOGUE \$500.00

- TABLE OF 8
- BUSINESS NAME ON TABLE
- LOGO IN PROGRAM

## FASHIONISTA \$250.00

- TABLE OF 8
- BUSINESS NAME ON TABLE

## CASH PRIZES

1ST PLACE: \$200

2ND PLACE: \$150

3RD PLACE: \$100

THURSDAY, FEBRUARY 29TH, 2024  
INGLESIDE HIGH SCHOOL CAFETERIA  
2807 MUSTANG DRIVE  
5:30PM - 8:00PM

INDIVIDUAL TICKET \$30.00

FOR MORE INFORMATION CALL 361-776-2906

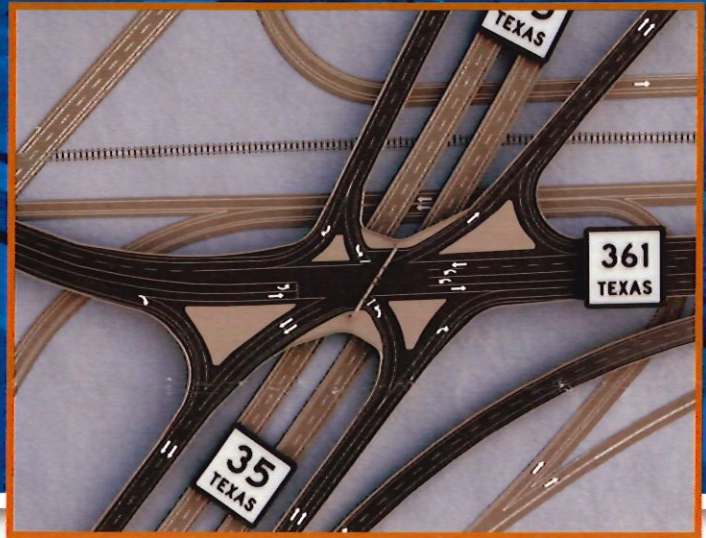




# SH 35 AT SH 361/SPUR 202 INTERCHANGE SAN PATRICIO COUNTY, TEXAS

## Join TxDOT for a Public Hearing!

Learn about TxDOT's proposed improvements to the intersection of SH 35 at SH 361/Spur 202 in Gregory, Texas, and review the new interchange



## VIRTUAL

Tuesday March 5, 2024 through Wednesday March 20, 2024  
Visit [TxDOT.gov](https://www.txdot.gov), keyword search "SH 35 at SH 361"



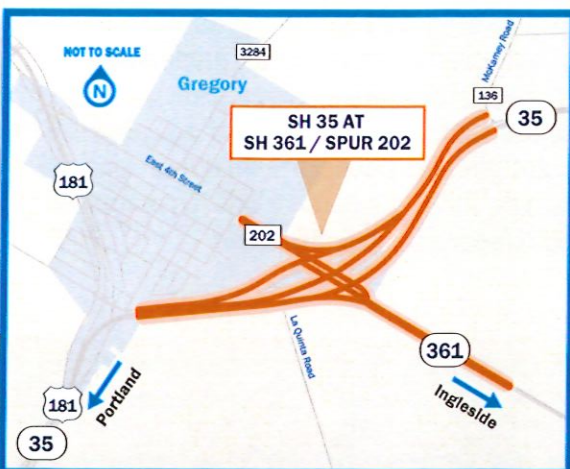
Scan Me

## IN-PERSON

Tuesday, March 5, 2024 – 5 to 7 p.m.  
Stephen F. Austin Elementary School  
308 N Gregory Ave., Gregory, TX 78359

## WHAT TO EXPECT AT THE PUBLIC HEARING:

- Learn about the process TxDOT follows
- View a pre-recorded presentation and supporting project exhibits
- Ask questions and submit comments



The Public Hearing will be conducted in English, with Spanish materials available online and in-person. If you have special communication or accommodation needs, please contact Rickey Dailey at 361-808-2544 or [Rickey.Dailey@txdot.gov](mailto:Rickey.Dailey@txdot.gov) before close of business on Thursday, Feb. 29, 2024. Every reasonable effort will be made to accommodate these needs.

*The environmental review, consultation, and other actions required by applicable Federal environmental laws for this project are being, or have been, carried out by TxDOT pursuant to 23 U.S.C. 327 and a Memorandum of Understanding dated December 9, 2019 and executed by FHWA and TxDOT.*

# Texas Municipal League Midyear Conference

March 14-15, 2024 • San Marcos

[Welcome](#) [Program](#) ▾ [Meet the Speakers](#) [Hotel and General Information](#) [Register Now](#) [Visit San Marcos](#) [TML](#)

## Welcome to the TML Midyear Conference!



**Doug Griffiths**  
President and CEO  
13 Ways Inc.



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Development and  
Tourism  
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**L'Oreal Stepney P.E.**  
Board Member  
Texas Water  
Development Board



**Gregory D. Winfree**  
Agency Director  
Texas A&M  
Transportation  
Institute



**Kathleen Jackson P.E.**  
Interim Chair  
Public Utilities  
Commission of Texas



**Jane Nelson**  
Texas Secretary of  
State



DAILY  
ADMISSION

**\$5**

WEEKEND  
PASS

**\$10**



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MILITARY

**FREE**

**VIP**

TABLES

**\$500**



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HERE!**



**52ND ANNUAL**

MARCH 22ND, 23RD, & 24TH

SAT, 23RD 11AM-2PM FREE ENTRY

N.O. SIMMONS PARK

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**FRIDAY**



**BART  
CROW**

**SATURDAY**

**MARCOS  
OROZCO**

**SUNDAY**

**¡CONJUNTO!**



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AND VISITORS CENTER



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