

**CITY OF INGLESIDE
REGULAR CITY COUNCIL MEETING
AGENDA
APRIL 22, 2025
6:30 PM**

Notice is hereby given that the Ingleside City Council will hold a Regular City Council Meeting on April 22, 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 expenditures paid over \$3,000.00 for the period of March 2025.
 - d. City of Ingleside monthly financial report as of March 2025.
 - e. Report on the Proposed Budget Calendar for Fiscal Year 2025-2026.
 - f. Report on awareness of vaping.
 - g. Report on current development projects.

Presentations

7. Proclamation to recognize the 56th Anniversary of Municipal Clerks Week May 4 - May 10,

2025.

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 April 08, 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 on Article XI. Fences Sec. 18-405. Screening as it relates to Starbucks Development Project.
10. Deliberate and take appropriate action on the purchase of Stalker Street Dynamics Radars through BuyBoard Purchasing Cooperative.
11. Deliberate and take appropriate action on an Ordinance amending the Fiscal Year 2024-2025 budget for the City of Ingleside, Texas, Vehicle & Equipment Capital Fund for the appropriation of funds for the cost of Stalker Street Dynamics Radars.
12. Deliberate and take appropriate action on the first amendment of water tower lease agreement with GTEK.
13. Deliberate and take appropriate action on the approval of the Animal Control Facility Final Change Order.
14. Deliberate and take appropriate action on the approval of final pay application and project closeout on the Animal Control Facility.
15. Deliberate and take appropriate action for the City Council to authorize the City Manager to negotiate with 6S Engineering, Inc. in response to the Requests for Qualifications (RFQ's) for Cove Park Improvements.
16. Deliberate and take appropriate action on awarding a contract to Bell's Air Conditioning & Heating for a new generator at the Animal Control Facility.
17. Deliberate and take appropriate action on awarding a contract to McWhorters Electric, Inc. for a new generator at the N.O. Simmons elevated storage tank (EST).
18. Deliberate and take appropriate action on a Resolution of the City Council of Ingleside, San Patricio County, Texas, approving the waiver of pet adoption fees and microchipping fees at the Ingleside Pet Adoption Event occurring on April 26, 2025, at N.O. Simmons Park during the Ingleside Market Day event.

19. Deliberate and take appropriate action on the special use permit request for Texas Coast Youth Soccer League for the use of football and soccer fields at N.O. Simmons Park on May 30-31, 2025.
20. Deliberate and take appropriate action on the special use permit request for Texas Coast Youth Soccer League for the use of football and soccer fields at N.O. Simmons Park on August 1-2, 2025.
21. Deliberate and take appropriate action on a Resolution to designate a City employee for the purposes of administering Minor Plats, Amending Plants and Vacating Plats Per Section 54-92 of the City Code of Ordinances.
22. Deliberate and take appropriate action on the status of 1350 Indian Trail, Ingleside, TX (BURTON & DANFORTH SUBD BLK F, PT OF FARM LOT 2 (6.071 ACRES)).

Executive Session

23. 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) deliberations regarding the contract and appointment of interim municipal judge for the Ingleside Municipal Court of Record.
 - B. Pursuant to Section 551.071 (Consultation with Attorney) regarding the process and procedures concerning procurement and bid proposals and related legal issues.
24. Open Session
City Council will reconvene in Open Session at which time action may be taken on the matter(s) discussed in Closed Session pursuant to the provisions of 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) deliberations regarding the contract and appointment of interim municipal judge for the Ingleside Municipal Court of Record.
 - B. Pursuant to Section 551.071 (Consultation with Attorney) regarding the process and procedures concerning procurement and bid proposals and related legal issues.

Closing Agenda

25. Items to consider for placement on future agendas.
26. Adjourn.

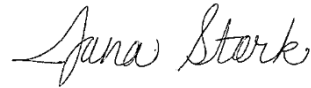
Special Accommodations

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 April 17, 2025 by 4:00 p.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: April 22, 2025

AGENDA ITEM: 6.a

Council Comments and Reports.

SUBMITTED BY: Brenton Lewis, City Manager

APPROVED FOR AGENDA: Jana Stork, City Secretary

BACKGROUND:

FISCAL ANALYSIS:

RECOMMENDATION:

ATTACHMENTS:

None

CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 6.b

Announcements of Community Interest and/or upcoming events.

SUBMITTED BY:

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

1. Ingleside Public Library, Various Dates
 2. Toddler Time, Various Dates
 3. Ingleside ISD Education Foundation Casino Night, April 24, 2025
 4. Ingleside Night at the Hooks, May 8, 2025
 5. Ingleside Drainage Project Public Meeting May 19, 2025
 5. 3rd Annual Nueces Basin Summit, June 16-18, 2025
-

FISCAL ANALYSIS:

RECOMMENDATION:

ATTACHMENTS:

1. Community Events v2

Ingleside Public Library

2775 Waco St.

Ingleside, TX 78362

WEBSITE: <https://inglesidetx.gov/226/Library>

Phone: 361-776-5355

After School Program

Tuesdays

3:45p - 5:00p

5 & Under

Arts and Crafts

Fridays

9:30a - 10:30a

Game Day

Wednesday's

4:00 - 5:30PM

Mr. Kippy Storytime

Thursday's

3:30p - 4:30p

Friday's

8:30a - 9:30a

One Page at a Time Book Club

**Every 3rd Tuesday
of the Month**

1:30p

612 N. Sandpiper, Ingleside on Bay

RSVP: Gelinda: 972-463-0310 or Library

Toddler Time

• JANUARY

16th
&
30th

• FEBRUARY

13th
&
27th

• MARCH

6th
&
27th

• APRIL

10th

• MAY

8th
&
22nd

• JUNE

SUMMER
BREAK

• JULY

SUMMER
BREAK

• AUGUST

28th

• SEPTEMBER

11th
&
25th

• OCTOBER

9th
&
16th

• NOVEMBER

13th

• DECEMBER

TBD

**Ingleside ISD
EDUCATION FOUNDATION**



SAVE THE DATE

April 24, 2025

6 p.m. @ Northshore Country Club

All proceeds benefit IISD students and teachers. Sponsorships are tax deductible donations to our 501(c)(3) nonprofit organization.

LEARN MORE @ IISDEF.com/CasinoNight



INGLESIDE NIGHT



VS



MAY 8 | 6:35 PM

WHATABURGER FIELD

SCAN FOR TICKETS



361.561.HOOK



CCHOOKS.COM



Ingleside Drainage Project

PUBLIC MEETING

The City of Ingleside invites all citizens to attend a Public Meeting regarding the proposed drainage, roadway, and utility improvements as part of the Ingleside CDBG-MIT MOD grant funded Avenue B drainage project.

Monday, May 19, 2025, at 6:30 pm
Humble Youth Center
2821 Main Street, Ingleside, Tx, 78362

Planned Improvements:

- Drainage Improvements
 - Avenue B - from Waco Street to Seventh Street
 - Oklahoma Avenue, Alvin R. Moore Avenue, and Mustang Drive - from San Angelo Street to Avenue B
 - Fifth Street - from Avenue B to Avenue C
 - Sixth Street and Seventh Street - from Avenue B to Avenue D
- Roadway and sidewalk improvements associated with the drainage improvements



Register Online at: NuecesBasinSummit.org



JOIN US!

JUNE 16-18, 2025

Portland Community Center

2000 Bill G. Webb Drive, Portland, TX 78374

CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 6.c

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

SUBMITTED BY:

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 03/01/2025-03/31/2025
Total A/P Checks and Invoices totaling over \$3,000 - Amount: \$1,770,392.22

RECOMMENDATION:

Information only.

ATTACHMENTS:

1. OVER 3K REPORT 03012025-03312025

VENDOR SET: 01 Ingleside
BANK: PCOP POOLED CASH - OPERATING
DATE RANGE: 3/01/2025 THRU 3/31/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00010	IRS							
I-T1 202503055430	FIT W/H	D	3/07/2025	18,177.03		000645		
I-T3 202503055430	FICA W/H	D	3/07/2025	29,733.84		000645		
I-T4 202503055430	MEDICARE W/H	D	3/07/2025	6,953.92		000645		54,864.79
00011	TEXAS MUNICIPAL RETIREMENT SYS							
I-TMRS FEB 25	TMRS FEB 25 EMPLOYER EXP	D	3/11/2025	53,513.97		000648		
I-TMRS FEB 25-2	TMRS FEB 25 EMPLOYEE	D	3/11/2025	29,110.07		000648		82,624.04
00159	TML INTERGOVERNMENT							
I-PINGLES02503	TML HEALTH INSURANCE MAR 25	D	3/01/2025	134,058.60		000649		134,058.60
00010	IRS							
I-T1 202503195439	FIT W/H	D	3/21/2025	17,971.15		000650		
I-T3 202503195439	FICA W/H	D	3/21/2025	29,459.62		000650		
I-T4 202503195439	MEDICARE W/H	D	3/21/2025	6,889.80		000650		54,320.57
00325	CARD SERVICE CENTER							
I-20250226 0744	MONTHLY CC CHARGES FEB 25	D	3/19/2025	22,081.60		000653		22,081.60
05481	SYSTEMSEVEN SERVICES, LLC							
I-INV67301	PHONE/INTERNET/FAX MAR25	D	3/21/2025	4,408.13		000654		4,408.13
01125	COASTAL BEND BAYS & ESTUARIES							
I-ING2025-1	ANNUAL SUPPORT	R	3/06/2025	5,000.00		080969		5,000.00
04453	CORE & MAIN LP							
I-W248065	AUTOMATIC FLUSHING DEVICE	R	3/06/2025	3,380.00		080970		3,380.00
04387	DAVIDSON TROILO REAM & GARZA							
I-47856	ATTORNEY FEES DEC 2024	R	3/06/2025	2,637.19		080972		
I-47857	ATTORNEY FEES DEC 2024	R	3/06/2025	7,159.40		080972		
I-47858	ATTORNEY FEES DEC 2024	R	3/06/2025	28,241.50		080972		
I-48223	ATTORNEY FES JAN 2025	R	3/06/2025	14,558.00		080972		
I-48224	ATTORNEY FES JAN 2025	R	3/06/2025	28,753.21		080972		81,349.30
04638	FREESE AND NICHOLS, INC.							
I-1381485	INGLESIDE CDBG-MIT MOD	R	3/06/2025	67,994.00		080977		67,994.00
05873	JORDAN STAFFING, LLC							
I-181743	TEMPS	R	3/06/2025	1,715.63		080983		
I-181796	TEMPS	R	3/06/2025	3,661.88		080983		5,377.51

VENDOR SET: 01 Ingleside

BANK: PCOP POOLED CASH - OPERATING

DATE RANGE: 3/01/2025 THRU 3/31/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05681 I-30948A	4B RECREATION GROUP, LLC FAITH PARK BB COURT	R	3/06/2025	133,493.45		080994		133,493.45
01936 I-5071037156	RICOH USA, INC. COPIER RENTAL/COPIES	V	3/06/2025	3,464.12		080998		3,464.12
01936 M-CHECK	RICOH USA, INC. RICOH USA, INC.	VOIDED V	3/06/2025			080998		3,464.12CR
05188 I-287299413911030325	AT&T MOBILITY LLC CELL & HOTSPOTS FEB 25	R	3/13/2025	4,373.70		081019		4,373.70
04840 I-1525	HERRERA, PAUL GAZEBO	R	3/13/2025	8,500.00		081032		8,500.00
03532 I-202501	GEXA ENERGY, LP ELECTRIC BILL JAN 2025	R	3/13/2025	15,892.18		081038		15,892.18
01614 I-20250215	KIEWIT OFFSHORE SERVICES, LTD. SALES TAX ABATEMENT	R	3/13/2025	64,421.03		081042		64,421.03
03063 I-22659	PATHMARK TRAFFIC PRODUCTS OF T STREET SIGNS	R	3/13/2025	4,826.05		081049		4,826.05
00034 I-0847-001384161	REPUBLIC SERVICES, INC. GARBAGE BILL	R	3/13/2025	115,407.21		081051		115,407.21
01206 I-34366997-02062025 I-34369523-02202025	HEARST NEWSPAPERS, LLC FEASIBILITY STUDY RFQ TO RUN AD 2/20	R R	3/13/2025 3/13/2025	1,643.90 3,571.07		081052 081052		5,214.97
00054 I-03302000 20250227 I-03302200 20250227 I-202503	SAN PATRICIO MUNICIPAL WATER D CALI WATER PURCHASES SUNRAY WATER PURCHASES SCADA INTERLOCAL 24/25	R R R	3/13/2025 3/13/2025 3/13/2025	30,848.40 51,300.00 250.00		081053 081053 081053		82,398.40
03334 I-41391	SIDDONS-MARTIN EMERGENCY GROUP NEW TANKER PURCHASE	R	3/13/2025	675,000.00		081056		675,000.00
00541 I-20250301	TEXAS MUNICIPAL LEAGUE - IRP WORKERS COMP AUDIT	R	3/13/2025	5,944.00		081063		5,944.00
05800 I-INV-2800	BAY AREA DIESEL, LLC GENERATOR REPAIR	R	3/20/2025	9,416.50		081076		9,416.50

VENDOR SET: 01 Ingleside

BANK: PCOP POOLED CASH - OPERATING

DATE RANGE: 3/01/2025 THRU 3/31/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05752	GMT SUPERIOR LUBE							
I-1451	TRANSMISSION FOR UNIT 561	R	3/20/2025	5,744.72		081090		
I-1583	MOTOR MOUNT FOR 561	R	3/20/2025	673.59		081090		6,418.31
05910	GREAT LAKES PETROLEUM CO							
I-2496869-IN	FUEL	R	3/20/2025	5,220.93		081091		5,220.93
05737	TEXAN WASTE EQUIPMENT, INC.							
I-13166S	UNIT 670-VAC TRUCK	R	3/20/2025	14,152.88		081094		
I-13271S	FUEL IN VAC TRUCK	R	3/20/2025	205.21		081094		14,358.09
04932	CHAVEZ, JIM							
I-13689	UNIT 395 DIAGNOSTIC	R	3/20/2025	5,569.18		081098		5,569.18
05214	RAPIDSCALE INC.							
I-INV00227398	MICROSOFT 365	R	3/20/2025	3,286.14		081109		3,286.14
01936	RICOH USA, INC.							
I-5071037156	COPIER RENTAL/COPIES	R	3/20/2025	Reissue		081110		
I-5071037156A	CORRECTION TO PO 25-6002	R	3/20/2025	20.00		081110		
I-5071037156B	CORRECTION TO 25-06002	R	3/20/2025	10.00		081110		3,494.12
00878	SHI-GOVERNMENT SOLUTIONS, INC.							
I-GB00552743	NETMOTION	R	3/20/2025	4,494.70		081114		
I-GB00553069	DEEP FREEZE LIBRARY	R	3/20/2025	474.13		081114		
I-GB00553070	PASSWORD KEEPER RENEWAL	R	3/20/2025	4,287.11		081114		9,255.94
05379	WEX BANK							
I-103522481	FUEL PD / AC	R	3/20/2025	12,785.10		081128		12,785.10
03718	ACT PIPE & SUPPLY							
I-S101166215.001	WATER STOCK	R	3/27/2025	3,645.32		081130		
I-S101187914.005	PARTS FOR WATER	R	3/27/2025	742.67		081130		
I-S101187914.006	PARTS FOR WATER	R	3/27/2025	390.50		081130		4,778.49
02803	CORPUS CHRISTI FREIGHTLINER, I							
I-SIS-020-30-0047924	670 DOT STATE INSPECTION	R	3/27/2025	380.78		081140		
I-SIS020-32-00004806	UNIT 670 TROUBLESHOOT	R	3/27/2025	3,114.98		081140		3,495.76
00389	GT DISTRIBUTORS, INC.							
I-INV1037023	Ammo Order for Training	R	3/27/2025	1,567.79		081148		
I-INV1037936	Ammo Order for Training	R	3/27/2025	2,362.99		081148		3,930.78

VENDOR SET: 01 Ingleside

BANK: PCOP POOLED CASH - OPERATING

DATE RANGE: 3/01/2025 THRU 3/31/2025

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03562	HPS, LLC							
I-IN104687	FLANGE AND CONNECTORS	R	3/27/2025	3,516.25		081149		3,516.25
05873	JORDAN STAFFING, LLC							
I-181917	TEMPS	R	3/27/2025	3,026.25		081151		
I-181957	TEMPS	R	3/27/2025	3,285.00		081151		
I-182042	TEMPS	R	3/27/2025	720.00		081151		7,031.25
03609	SAN PATRICIO CO TAX ASSESSOR							
I-COI 2024	2024 TAX YEAR	R	3/27/2025	12,835.20		081161		12,835.20
00878	SHI-GOVERNMENT SOLUTIONS, INC.							
I-GB00553345	ANTIVIRUS PROTECTION	R	3/27/2025	3,778.05		081163		3,778.05
00169	TRI COUNTY EMERGENCY MEDICAL S							
I-14443	AMBULANCE SUBSIDY	R	3/27/2025	20,292.60		081166		20,292.60
00079	LONE STAR LUMBER & HDWARE LLC							
I-032025	BIG GRANT	R	3/27/2025	10,000.00		081172		10,000.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	34	1,418,034.49	0.00	1,418,034.49
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	352,357.73	0.00	352,357.73
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	3,464.12		
	VOID CREDITS	3,464.12CR	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: PCOP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			40	1,770,392.22	0.00	1,770,392.22
BANK: PCOP	TOTALS:		40	1,770,392.22	0.00	1,770,392.22
REPORT TOTALS:			40	1,770,392.22	0.00	1,770,392.22

CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 6.d

City of Ingleside monthly financial report as of March 2025.

SUBMITTED BY: Priscilla Solis, Assistant Director of Finance

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Monthly financial report ending March 31, 2025.

FISCAL ANALYSIS:

FY2025 See attachments for the month listed above: A.1; A.2; A.3; B1 and C.1.

FY2025 The March 2025 Council Discretionary Funds account balance is \$200,000

RECOMMENDATION:

Information only.

ATTACHMENTS:

1. FINANCIALS 03 2025.



**Monthly Financial
Report to City Council
April 25, 2025**

**Finance Department
Submitted by: Priscilla Solis**

	Page
A.) Statement of Revenues and Expenditures through March 2025 (Preliminary)	
1.) Summary By Fund	A.1
2.) General Fund	A.2
3.) Utility Fund	A.3
 B.) Monthly Portfolio Report - February 28, 2025	 B.1
Total Value - February 28, 2025	\$ 73,743,031.11
Total Value - January 31, 2025	\$ -
Net Change	\$ 73,743,031.11
 C.) Cash Basis Sales Tax Collections through March 2025	 C.1
FYD - Total	\$ 2,673,014.61 (Gross 6 months 69.04%)
Budgeted - Total	\$ 3,150,000.00
Difference Budget vs. Received	\$ 476,985.39 15.14%
 D.) FY24 General Fund Tax Roll Collection through March 2025	
FYD - Total	\$ 9,970,523.71
Budgeted - Total	\$ 14,119,720.00
Difference Budget vs. Received	\$ 4,149,196.29 29.39%

CITY OF INGLESIDE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2025

% OF YEAR COMPLETED: 50.00

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>10 -GENERAL FUND</u>							
TOTAL REVENUES	18,631,220.00	765,171.40	0.00	14,880,005.60	0.00	3,751,214.40	79.87
TOTAL EXPENDITURES	<u>24,857,551.27</u>	<u>1,672,354.84</u>	<u>0.00</u>	<u>9,660,308.71</u>	<u>808,619.37</u>	<u>14,388,623.19</u>	<u>42.12</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(6,226,331.27)	(907,183.44)	0.00	5,219,696.89	(808,619.37)	(10,637,408.79)	70.85-
<u>14 -HOUGHTON REHABILITATION</u>							
TOTAL REVENUES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>37,430.04</u>	<u>0.00</u>	<u>(37,430.04)</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	37,430.04	0.00	(37,430.04)	0.00
<u>18 -COVE PARK TOURISM FUND</u>							
TOTAL REVENUES	20,000.00	0.00	0.00	8,689.76	0.00	11,310.24	43.45
TOTAL EXPENDITURES	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>276.78</u>	<u>101,702.40</u>	<u>(91,979.18)</u>	<u>1,019.79</u>
REVENUES OVER/ (UNDER) EXPENDITURES	10,000.00	0.00	0.00	8,412.98	(101,702.40)	103,289.42	932.89-
<u>19 -HURRICANE EMERGENCY</u>							
TOTAL REVENUES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(241,777.49)</u>	<u>0.00</u>	<u>241,777.49</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	(241,777.49)	0.00	241,777.49	0.00
<u>20 -WATERWORK FACILITIES FUND</u>							
<u>21 -HOTEL-MOTEL FUND</u>							
TOTAL REVENUES	250,000.00	0.00	0.00	113,699.35	0.00	136,300.65	45.48
TOTAL EXPENDITURES	<u>415,800.00</u>	<u>3,733.00</u>	<u>0.00</u>	<u>196,341.65</u>	<u>13,500.00</u>	<u>205,958.35</u>	<u>50.47</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(165,800.00)	(3,733.00)	0.00	(82,642.30)	(13,500.00)	(69,657.70)	57.99
<u>22 -GEN FUND CAPITAL IMPROVEM</u>							
<u>23 -INGLESIDE DEVELOPMENT COR</u>							
TOTAL REVENUES	515,453.00	62,589.28	0.00	401,531.47	0.00	113,921.53	77.90
TOTAL EXPENDITURES	<u>927,545.00</u>	<u>52,358.93</u>	<u>0.00</u>	<u>132,144.66</u>	<u>0.00</u>	<u>795,400.34</u>	<u>14.25</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(412,092.00)	10,230.35	0.00	269,386.81	0.00	(681,478.81)	65.37-
<u>24 -IDC PROMOTIONAL SALES TAX</u>							
TOTAL REVENUES	51,545.00	6,258.93	0.00	40,153.15	0.00	11,391.85	77.90
TOTAL EXPENDITURES	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>43,110.36</u>	<u>6,889.64</u>	<u>86.22</u>
REVENUES OVER/ (UNDER) EXPENDITURES	1,545.00	6,258.93	0.00	40,153.15	(43,110.36)	4,502.21	191.41-
<u>25 -GENERAL FUND GRANTS</u>							
TOTAL REVENUES	25,000.00	70,412.78	0.00	974,259.02	0.00	(949,259.02)	3,897.04
TOTAL EXPENDITURES	<u>25,000.00</u>	<u>38.00</u>	<u>0.00</u>	<u>567,696.07</u>	<u>510,499.70</u>	<u>(1,053,195.77)</u>	<u>4,312.78</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	70,374.78	0.00	406,562.95	(510,499.70)	103,936.75	0.00

CITY OF INGLESIDE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2025

% OF YEAR COMPLETED: 50.00

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>26 -HOME GRANT</u>							
<u>27 -SAFE ROUTE SCHOOLS GRANT</u>							
<u>28 -INGLESIDE STREET MAINTENA</u>							
TOTAL REVENUES	450,000.00	62,589.28	0.00	382,886.44	0.00	67,113.56	85.09
TOTAL EXPENDITURES	<u>1,000,000.00</u>	<u>85,528.02</u>	<u>0.00</u>	<u>85,528.02</u>	<u>0.00</u>	<u>914,471.98</u>	<u>8.55</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(550,000.00)	(22,938.74)	0.00	297,358.42	0.00	(847,358.42)	54.07-
<u>29 -TX CAPITAL FUND-FROST</u>							
<u>30 -GF CAPITAL PROJECTS FUND</u>							
TOTAL REVENUES	4,780,932.00	282,666.00	0.00	1,721,388.91	0.00	3,059,543.09	36.01
TOTAL EXPENDITURES	<u>8,294,800.00</u>	<u>87,600.00</u>	<u>0.00</u>	<u>394,182.70</u>	<u>1,861,302.66</u>	<u>6,039,314.64</u>	<u>27.19</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(3,513,868.00)	195,066.00	0.00	1,327,206.21	(1,861,302.66)	(2,979,771.55)	15.20
<u>31 -STREET RECONSTRUCTION</u>							
TOTAL REVENUES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48.39</u>	<u>0.00</u>	(<u>48.39</u>)	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	48.39	0.00	(48.39)	0.00
<u>32 -GF VEHICLES & EQUIP>\$5K</u>							
TOTAL REVENUES	1,615,000.00	139,362.00	0.00	835,652.02	0.00	779,347.98	51.74
TOTAL EXPENDITURES	<u>2,868,313.00</u>	<u>46,803.98</u>	<u>0.00</u>	<u>1,541,842.77</u>	<u>477,742.63</u>	<u>848,727.60</u>	<u>70.41</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(1,253,313.00)	92,558.02	0.00	(706,190.75)	(477,742.63)	(69,379.62)	94.46
<u>33 -2017 TAX NOTE</u>							
<u>40 -DEBT SERVICE FUND</u>							
TOTAL REVENUES	4,247,370.00	13,358.06	0.00	4,636,880.57	0.00	(389,510.57)	109.17
TOTAL EXPENDITURES	<u>4,627,380.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,961,457.21</u>	<u>0.00</u>	(<u>334,077.21</u>)	<u>107.22</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(380,010.00)	13,358.06	0.00	(324,576.64)	0.00	(55,433.36)	85.41
<u>41 -Ingle Water Supply Corp</u>							
<u>42 - TP - TAX REINVEST ZONE</u>							
<u>45 -CIVIC CENTER</u>							
<u>50 -UTILITY FUND</u>							
TOTAL REVENUES	7,821,220.00	582,744.48	0.00	3,317,226.38	0.00	4,503,993.62	42.41
TOTAL EXPENDITURES	<u>7,808,284.00</u>	<u>471,691.60</u>	<u>0.00</u>	<u>2,825,085.65</u>	<u>552,020.47</u>	<u>4,431,177.88</u>	<u>43.25</u>
REVENUES OVER/ (UNDER) EXPENDITURES	12,936.00	111,052.88	0.00	492,140.73	(552,020.47)	72,815.74	462.89-

CITY OF INGLESIDE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2025

% OF YEAR COMPLETED: 50.00

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>51 -UF CAPITAL PROJECTS FUND</u>							
TOTAL REVENUES	195,000.00	6,250.00	0.00	91,748.42	0.00	103,251.58	47.05
TOTAL EXPENDITURES	<u>103,140.00</u>	<u>0.00</u>	<u>0.00</u>	<u>28,400.00</u>	<u>0.00</u>	<u>74,740.00</u>	<u>27.54</u>
REVENUES OVER/ (UNDER) EXPENDITURES	91,860.00	6,250.00	0.00	63,348.42	0.00	28,511.58	68.96
<u>52 -UF VEHICLES & EQUIP>\$5K</u>							
TOTAL REVENUES	620,000.00	27,499.00	0.00	176,445.42	0.00	443,554.58	28.46
TOTAL EXPENDITURES	<u>585,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>125.00</u>	<u>0.00</u>	<u>584,875.00</u>	<u>0.02</u>
REVENUES OVER/ (UNDER) EXPENDITURES	35,000.00	27,499.00	0.00	176,320.42	0.00	(141,320.42)	503.77
<u>53 -RDA GRANT</u>							
<u>54 -UTILITY IMPACT FEES</u>							
TOTAL REVENUES	<u>110,000.00</u>	<u>15,339.64</u>	<u>0.00</u>	<u>76,354.72</u>	<u>0.00</u>	<u>33,645.28</u>	<u>69.41</u>
REVENUES OVER/ (UNDER) EXPENDITURES	110,000.00	15,339.64	0.00	76,354.72	0.00	33,645.28	69.41
<u>55 -DEAAG</u>							
<u>56 -WW TREATMENT PLANT-TWDB</u>							
TOTAL REVENUES	1,000,000.00	83,334.00	0.00	534,500.69	0.00	465,499.31	53.45
TOTAL EXPENDITURES	<u>4,801,250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,801,250.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(3,801,250.00)	83,334.00	0.00	534,500.69	0.00	(4,335,750.69)	14.06-
<u>57 -CO2024-CAPITAL BOND</u>							
TOTAL REVENUES	9,820,000.00	0.00	0.00	10,008,741.31	0.00	(188,741.31)	101.92
TOTAL EXPENDITURES	<u>9,820,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,820,000.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	10,008,741.31	0.00	(10,008,741.31)	0.00
<u>60 -ASSET SEIZURES & FORFEIT.</u>							
TOTAL REVENUES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>915.20</u>	<u>0.00</u>	<u>(915.20)</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	0.00	915.20	0.00	(915.20)	0.00
<u>65 -MUNICIPAL COURT RESERVE</u>							
<u>70 -CITY SELF-FUNDED INSURANC</u>							
<u>80 -GENERAL FIXED ASSETS</u>							
<u>90 -POOLED CASH</u>							
<u>99 -POOLED INVESTMENTS</u>							
GRAND TOTAL REVENUES	50,152,740.00	2,117,574.85	0.00	37,996,779.37	0.00	12,155,960.63	75.76
GRAND TOTAL EXPENDITURES	<u>66,194,063.27</u>	<u>2,420,108.37</u>	<u>0.00</u>	<u>20,393,389.22</u>	<u>4,368,497.59</u>	<u>41,432,176.46</u>	<u>37.41</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(16,041,323.27)	(302,533.52)	0.00	17,603,390.15	(4,368,497.59)	(29,276,215.83)	82.50-
	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF INGLESIDE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2025

10 -GENERAL FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMPLETED

ACCT#	ACCOUNT NAME	ANNUAL	CURRENT	Y-T-D ACTUAL	% OF BUDGET	FAVORABLE (UNFAVORABLE)	PRIOR YR Y-T-D
<u>REVENUE SUMMARY</u>							
	TAX REVENUES	12,069,320.00	410,280.82	12,095,743.46	100.22	(26,423.46)	12,027,945.32
	FRANCHISE FEES	1,370,900.00	124,318.95	745,878.44	54.41	625,021.56	707,047.49
	SERVICES	1,563,900.00	137,966.74	764,216.45	48.87	799,683.55	789,142.78
	FINES & FORFEITURES	450,200.00	1,102.78	223,298.54	49.60	226,901.46	303,706.56
	LICENSES & PERMITS	220,250.00	5,688.45	72,037.59	32.71	148,212.41	55,424.99
	OTHER REVENUE	1,966,650.00	7,480.66	483,829.12	24.60	1,482,820.88	637,385.32
	TRANSFERS FROM OTHER FUND	<u>990,000.00</u>	<u>78,333.00</u>	<u>495,002.00</u>	<u>50.00</u>	<u>494,998.00</u>	<u>495,002.00</u>
***	TOTAL REVENUES ***	18,631,220.00	765,171.40	14,880,005.60	79.87	3,751,214.40	15,015,654.46
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
	NON-DEPARTMENTAL	3,864,357.00	182,315.78	1,321,235.51	34.19	2,543,121.49	1,357,436.77
	MAYOR AND CITY COUNCIL	243,200.00	1,536.93	11,830.29	4.86	231,369.71	9,229.09
	CITY MANAGER	279,490.00	23,641.22	119,263.20	42.67	160,226.80	100,781.61
	CITY SECRETARY	382,200.00	20,155.53	134,020.88	35.07	248,179.12	151,278.39
	FINANCE	437,180.00	29,549.76	192,983.30	44.14	244,196.70	246,241.95
	CITY ATTORNEY	920,000.00	0.00	136,421.88	14.83	783,578.12	45,781.69
	MUNICIPAL COURT	612,974.70	73,815.15	289,117.57	47.17	323,857.13	245,367.36
	LIBRARY	479,460.00	42,604.87	217,630.07	45.39	261,829.93	179,395.54
	FIRE	351,710.00	18,270.03	125,533.08	35.69	226,176.92	171,554.44
	POLICE	4,893,199.57	380,265.36	1,977,404.42	40.41	2,915,795.15	1,823,920.42
	PARKS AND RECREATION	2,647,480.00	196,199.71	1,078,228.69	40.73	1,569,251.31	474,282.30
	STREETS	4,990,680.00	330,142.37	1,873,680.62	37.54	3,116,999.38	1,469,613.65
	DEVELOPMENT SERVICES	543,440.00	51,260.00	217,524.84	40.03	325,915.16	249,283.40
	ANIMAL CONTROL	328,950.00	31,178.97	151,152.35	45.95	177,797.65	162,942.18
	RECYCLING CENTER	276,910.00	14,634.58	81,109.72	29.29	195,800.28	30,700.75
	CODE ENFORCEMENT	292,600.00	16,914.99	86,924.83	29.71	205,675.17	86,385.58
	ECONOMIC DEVELOPMENT	197,820.00	15,984.18	104,060.53	52.60	93,759.47	95,130.26
	FACILITIES MAINTENANCE	373,660.00	32,202.59	169,735.54	45.43	203,924.46	90,734.76
	HUMAN RESOURCES	300,120.00	23,198.31	123,427.76	41.13	176,692.24	127,049.44
	EMERGENCY MANAGEMENT	49,790.00	121.63	1,689.09	3.39	48,100.91	21,275.48
	IT	992,330.00	72,604.93	568,630.75	57.30	423,699.25	282,693.27
	SANITATION	<u>1,400,000.00</u>	<u>115,757.95</u>	<u>678,703.79</u>	<u>48.48</u>	<u>721,296.21</u>	<u>663,192.84</u>
***	TOTAL EXPENDITURES ***	24,857,551.27	1,672,354.84	9,660,308.71	38.86	15,197,242.56	8,084,271.17
		=====	=====	=====	=====	=====	=====
***	REVENUES OVER/(UNDER) EXPENDITURES	(6,226,331.27)	(907,183.44)	5,219,696.89	83.83-	(11,446,028.16)	6,931,383.29
		=====	=====	=====	=====	=====	=====

CITY OF INGLESIDE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2025

50 -UTILITY FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMPLETED

ACCT#	ACCOUNT NAME	ANNUAL	CURRENT	Y-T-D ACTUAL	% OF BUDGET	FAVORABLE (UNFAVORABLE)	PRIOR YR Y-T-D
<u>REVENUE SUMMARY</u>							
	TAX REVENUES	7,423,620.00	562,751.13	3,067,606.98	41.32	4,356,013.02	3,120,959.72
	OTHER REVENUE	392,600.00	19,993.35	249,578.66	63.57	143,021.34	270,582.59
	TRANSFERS FROM OTHER FUND	<u>5,000.00</u>	<u>0.00</u>	<u>40.74</u>	<u>0.81</u>	<u>4,959.26</u>	<u>0.00</u>
***	TOTAL REVENUES ***	7,821,220.00	582,744.48	3,317,226.38	42.41	4,503,993.62	3,391,542.31
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
	NON-DEPARTMENTAL	2,098,344.00	76,903.77	488,264.74	23.27	1,610,079.26	487,627.44
	UTILITY BILLING OFFICE	331,870.00	30,795.47	152,230.80	45.87	179,639.20	154,165.50
	WATER	2,751,500.00	172,699.76	997,428.00	36.25	1,754,072.00	1,016,230.74
	WASTEWATER	<u>2,626,570.00</u>	<u>191,292.60</u>	<u>1,187,162.11</u>	<u>45.20</u>	<u>1,439,407.89</u>	<u>599,380.23</u>
***	TOTAL EXPENDITURES ***	7,808,284.00	471,691.60	2,825,085.65	36.18	4,983,198.35	2,257,403.91
		=====	=====	=====	=====	=====	=====
***	REVENUES OVER/(UNDER) EXPENDITURES *	12,936.00	111,052.88	492,140.73	804.43	(479,204.73)	1,134,138.40
		=====	=====	=====	=====	=====	=====

Portfolio Overview

Portfolio Summary

	Prior 31 Jan-25	Current 28 Feb-25
Par Value	72,313,794.33	73,743,031.11
Original Cost	72,313,794.33	73,743,031.11
Book Value	72,313,794.33	73,743,031.11
Market Value	72,313,794.33	73,743,031.11
Accrued Interest	0.00	0.00
Book Value Plus Accrued	72,313,794.33	73,743,031.11
Market Value Plus Accrued	72,313,794.33	73,743,031.11
Net Unrealized Gain/(Loss)	0.00	0.00

Income Summary

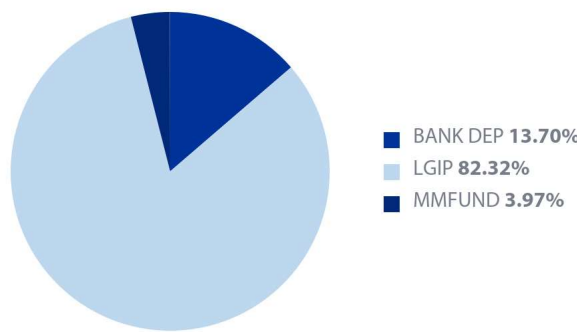
Current Period	1 Feb-25 to 28 Feb-25
Interest Income	216,507.39
Net Amortization/Accretion	
Realized Gain/(Loss)	0.00
Net Income	216,507.39

Fiscal Year-to-Date	1 Oct-24 to 28 Feb-25
Net Income	216,507.39

Portfolio Characteristics

	Prior 31 Jan-25	Current 28 Feb-25
Yield to Maturity	3.847%	3.848%
Yield to Worst	3.847%	3.848%
Days to Final Maturity	1	1
Days to Effective Maturity	1	1
Duration	--	--

Asset Allocation

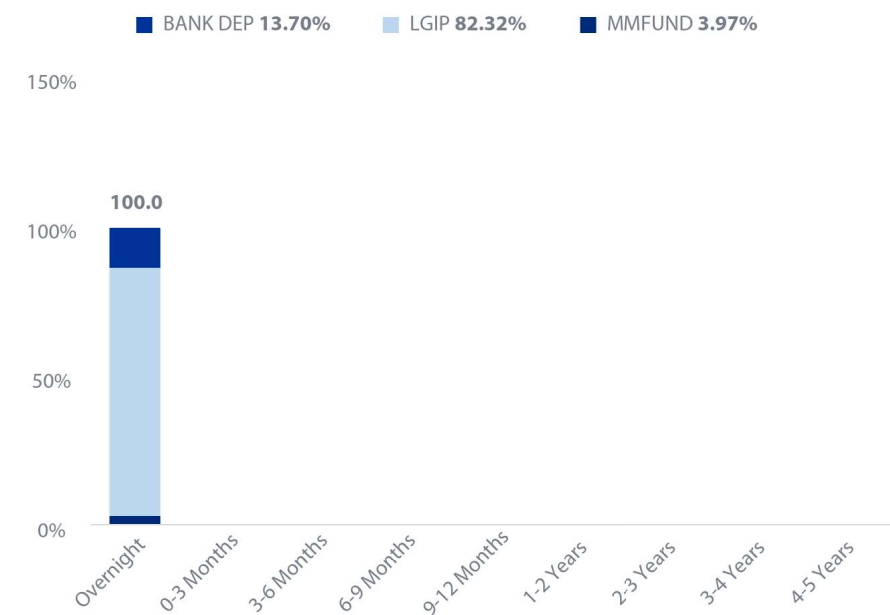


Transaction Summary

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

Maturity Distribution by Security Type



Top Ten Holdings

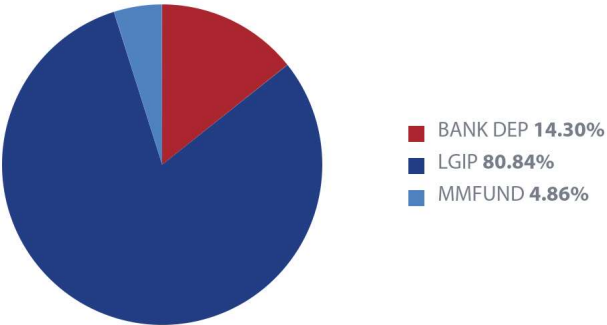
Issuer	Allocation
TEX PRIME	82.32%
1STCOMMBK	11.21%
MS	3.80%
FROST	2.49%
Invesco	0.18%

Maturity Distribution by Security Type

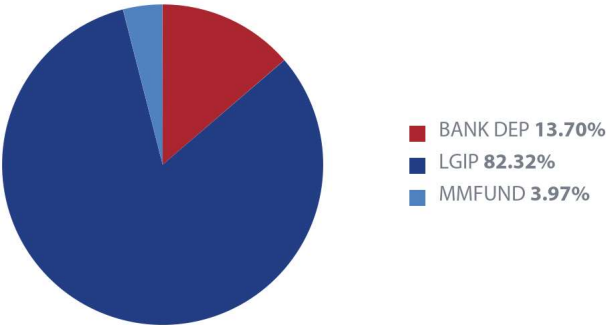
Security Type	Overnight	0-3 Months	3-6 Months	6-9 Months	9-12 Months	1-2 Years	2-3 Years	3-4 Years	4-5 Years	Portfolio Total
BANK DEP	10,105,783.16	--	--	--	--	--	--	--	--	10,105,783.16
LGIP	60,706,161.90	--	--	--	--	--	--	--	--	60,706,161.90
MMFUND	2,931,086.05	--	--	--	--	--	--	--	--	2,931,086.05
Total	73,743,031.11	--	--	--	--	--	--	--	--	73,743,031.11

Asset Allocation

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



Asset Allocation by Security Type as of
28-Feb-2025

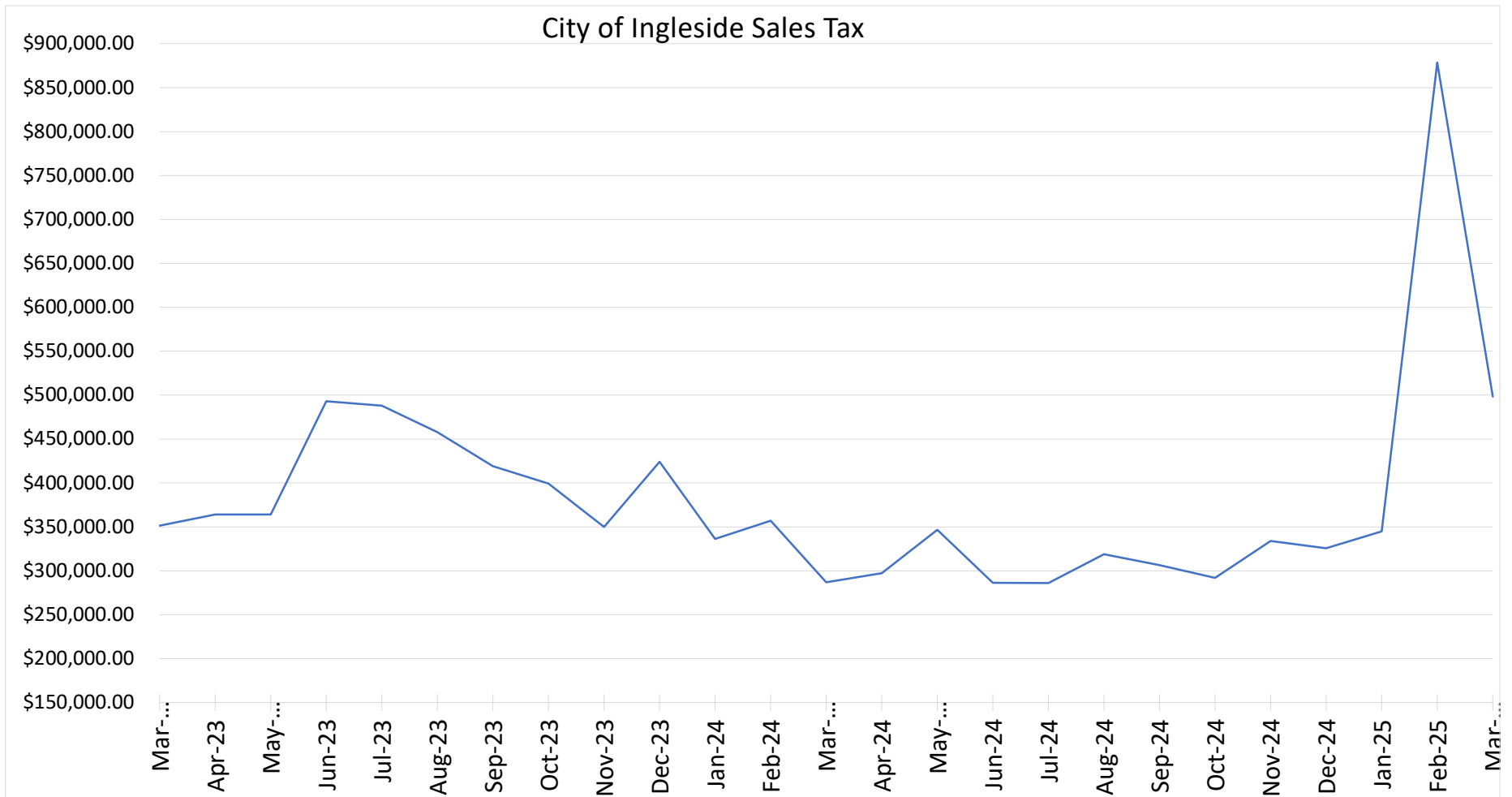


Book Value Basis Security Distribution

Security Type	Prior Balance 31-Jan-25	Prior Allocation 31-Jan-25	Change in Allocation	Current Balance 28-Feb-25	Current Allocation 28-Feb-25	Yield to Maturity
BANK DEP	10,343,474.13	14.30%	(0.60%)	10,105,783.16	13.70%	0.048%
LGIP	58,456,939.57	80.84%	1.48%	60,706,161.90	82.32%	4.485%
MMFUND	3,513,380.63	4.86%	(0.88%)	2,931,086.05	3.97%	3.757%
Portfolio Total	72,313,794.33	100.00%		73,743,031.11	100.00%	3.848%

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	2,792,537.91	2,792,537.91	9,048.82	2,801,586.73	2,801,586.73	9,048.82	1	3.740%	3.740%
CO Series 2024	9,974,425.41	9,974,425.41	34,315.90	10,008,741.31	10,008,741.31	34,315.90	1	4.485%	4.485%
Debt Service	3,476,812.05	3,476,812.05	1,558,319.20	5,035,131.25	5,035,131.25	15,902.60	1	4.485%	4.485%
General	2,293,344.78	2,293,344.78	7,890.00	2,301,234.78	2,301,234.78	7,890.00	1	4.485%	4.485%
General Capital Projects	10,417,700.21	10,417,700.21	35,839.91	10,453,540.12	10,453,540.12	35,839.91	1	4.485%	4.485%
General Fund Grants	8,625,373.15	8,625,373.15	(8,354,658.80)	270,714.35	270,714.35	1,152.15	1	0.040%	0.040%
Hotel-Motel	1,335,634.13	1,335,634.13	1,258.84	1,336,892.97	1,336,892.97	4,591.84	1	4.485%	4.485%
Impact Fees	1,685,236.66	1,685,236.66	7,800.63	1,693,037.29	1,693,037.29	5,799.81	1	4.485%	4.485%
Ingleside Development	3,425,391.51	3,425,391.51	162,654.03	3,588,045.54	3,588,045.54	11,942.23	1	4.485%	4.485%
Ingleside Street Maintenance	2,477,081.78	2,477,081.78	159,516.60	2,636,598.38	2,636,598.38	8,679.80	1	4.485%	4.485%
Pooled Cash	20,755,770.55	20,755,770.55	7,790,426.41	28,546,196.96	28,546,196.96	64,519.09	1	2.980%	2.980%
Utility	4,889,203.96	4,889,203.96	16,820.68	4,906,024.64	4,906,024.64	16,820.68	1	4.485%	4.485%
Utility Capital Improvement	165,282.23	165,282.23	4.56	165,286.79	165,286.79	4.56	1	0.040%	0.040%
Total	72,313,794.33	72,313,794.33	1,429,236.78	73,743,031.11	73,743,031.11	216,507.39	1	3.848%	3.848%



CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 6.e

Report on the Proposed Budget Calendar for Fiscal Year 2025-2026.

SUBMITTED BY: Brenton Lewis, City Manager, Priscilla Solis, Assistant Director of Finance

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Each year the City must adopt a budget for the next Fiscal Year. The City of Ingleside has held budget workshops for strategic planning and reviewing departmental requests. Also, State Law establishes certain dates and time periods that have to be met. To ensure that the City Council and public are informed of the dates that are designated for certain discussions and actions, a budget calendar is presented before the budget process begins. The calendar is a working document and may be changed as the schedules of the elected body and staff change.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Report Only.

ATTACHMENTS:

1. Budget Calendar 2025

CITY OF INGLESIDE 2024-2025 BUDGET PLANNING CALENDAR

<u>DATE</u>	<u>WHO</u>	<u>ACTION REQUIRED</u>
April 22		Present Proposed Budget Calendar to City Council
April 24 - 30	All Departments	Departments begin preliminary budget development
May 1	Finance Department	Distribution of Budget Packets
May 10	City Council	Strategic Planning Retreat
May 28	All Departments	Meet with City Manager and Finance to review baseline budgets and requests
June 3-5	City Manager	Follow-up budget meetings with departments if needed
June 16	Finance Department	Compile approved budget requests and submit to City Manager
June 23	All Departments	Meet with City Manager to review budget presentations
July 12	City Council	1 st Budget Workshop with departmental presentations
July 25	Chief Appraiser	Receipt of Certified Tax Roll
August 2	City Council	2 nd Budget Workshop with departments
August 12	City Manager	<u>Regular City Council Meeting</u> 1) Present Proposed Budget to City Council 2) Present the 5 Year Capital Improvement Plan 3) Submit the No-New-Revenue, Voter-Approval Tax Rate, and De Minimus Rate to City Council Record Vote to set date of Public Hearing on Proposed Budget and Proposed Tax Rate
August 23	City Manager	Last day to file proposed budget with City Secretary
August 26	City Council	Budget Hearing per Section 7.03 E.1.
September	Finance	1) Publish Notice of Budget Hearing (not later than 10 th day before budget public hearing) 2) Publish Notice of Tax Increase (Not later than the 5 th day before the Public Hearing) 3) Continuous Internet notice of Public Hearing (at least 7 days before the Public Hearing on Tax Rate)
September 9	City Council	1 st Reading of Proposed Budget Ordinance per Section 7.03 E. 3.
September 16	City Council	<u>Special City Council Meeting</u> 1) Public Hearing on the Budget 2) Public Hearing on Tax Increase
September 23	City Council	<u>Regular City Council Meeting</u> 2nd reading of ordinance to adopt the Budget 1st and only reading of ordinance to adopt the Tax Rate

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 6.f

Report on awareness of vaping.

SUBMITTED BY: Martin Molina, Chief of Police

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Curfew: House Bill 1819, effective September 1, 2023, prohibits local governments from enforcing youth curfews. State law supersedes any municipal code. Parents need to implement the curfews. We can still contact the youth, notify the parents, and leave the punishment phase to the parents.

How to combat underage vaping:

1. ****Education Programs**:** Implement comprehensive education programs that inform students about the dangers of vaping, including health risks and addiction.
2. ****Vape Detection Technology**:** Install vape detectors in high-risk areas like bathrooms and locker rooms. These sensors can alert staff when vaping is detected, allowing for prompt intervention
4. ****Clear Policies and Consequences**:** Establish clear school policies regarding vaping, including consequences for violations. Ensure these policies are communicated effectively to students and parents.
5. ****Support Systems**:** Provide access to counseling and support groups for students who are trying to quit vaping. Schools can collaborate with local health organizations to offer resources and support.
6. ****Parental Involvement**:** Engage parents in the effort by providing them with information and resources to help them discuss vaping with their children. Parental support can reinforce the school's anti-vaping message.

Delta 9 THC- The most abundant form of THC found in marijuana. It is a controlled substance.

Delta 8- Lower concentrations than Delta 9

Delta 10 THC- Another type of THC. Less potent than Delta 9 and 8.

Texas law also defines legal hemp as cannabis with 0.3% or less Delta 9 THC. Anything over that limit is considered marijuana, a Schedule I controlled substance under the Texas Controlled Substances Act. Possession of even a small amount of marijuana is a misdemeanor crime, while THC extracts and concentrates are felonies.

Delta 9 THC over 0.3% is illegal in any form in Texas.

Hemp-derived Delta 8, Delta 10, and CBD products with less than 0.3% Delta 9 THC are technically legal, but they can still get you arrested.

Police field tests can't distinguish between legal hemp and illegal marijuana, nor determine THC percentages.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Report Only

ATTACHMENTS:

None

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 6.g

Report on current development projects.

SUBMITTED BY: Bernard Rodriguez, Director of Development Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Several development projects are currently under construction or recently completed and in full operation in the City of Ingleside. A multi-department effort, the Development Services Department facilitated project reviews, inspections and utility coordination with various departments, including the Infrastructure Services Department, Fire Marshal Division, Utilities Division and the Economic Development Department. Projects include, but are not limited to, the following:

- I. Rosticeros Restaurant & Meat Market. In full operations, the establishment provides a full food menu, specialty items, on-site-made tortillas and Aquas Frescas (fresh fruit-flavored water).
- II. Cowpigen BBQ. Serving hot and fresh BBQ including brisket, ribs, Boston butt, pulled pork and 1/2 chicken plates along with savory side dishes and desserts. Currently, the establishment is servicing carry out customers only; however, they are working towards an outside seating arrangement.
- III. Pizza Hut. The establishment shared the building with a convenience store operator who encountered tenant issues. Pizza Hut was forced to close down. Staff worked with all parties to facilitate the reopening of a carry-out only operation. Pizza Hut is currently working on a sit-down restaurant operation.
- IV. Starbucks. The final construction of the exterior portion of the development is underway. The interior construction portion or tenant improvement is currently pending a permit. Gallion Street is in the final design phase and once completed the construction project will go out for bids.
- V. Aztec Coffee. A full-service coffee operation and, in addition, provides breakfast and lunch sandwiches and specialty teas and drinks. Staff worked with the established business to construct a safe and convenient drive-thru window.
- VI. Whataburger. A Temporary Certificate of Occupancy has been issued and items pending include site construction clean-up, final grading, and landscaping. Tentative training is scheduled to commence.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

N/A - Report Only.

ATTACHMENTS:

None

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 7

Proclamation to recognize the 56th Anniversary of Municipal Clerks Week May 4 - May 10, 2025.

SUBMITTED BY: Elisabeth Staton, Administrative Assistant

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

PURPOSE

To recognize the vital and appreciated services performed by Municipal and Deputy Clerks in serving the changing needs of their communities.

HISTORY

This year, May 5 through May 11, will be the 55th Annual Professional Municipal Clerks Week, initiated in 1969 by IIMC and is endorsed by all of its members throughout the United States, Canada and 15 other countries. In 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a Proclamation officially declaring Professional Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government.

TYPICAL RESPONSIBILITIES OF THE MUNICIPAL AND DEPUTY CLERK:

- Maintains the official council minutes, ordinance books and all records and documents.
- Indexes all official actions of council.
- Issues licenses and permits.
- Processes contracts and agreements.
- Keepers of community history and vital records.
- Receives, distributes, and files correspondence from citizens and other governmental agencies.
- Administers elections, registration, and voting.
- Acts as a key liaison between local government and its citizens.
- Handles significant financial responsibilities including preparation of tax rolls, special assessments, and budgets.
- Provides central services such as personnel, purchasing, etc.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

No Action Required.

ATTACHMENTS:

1. 56th Annual Professional Municipal Clerks Week Proclamation

PROCLAMATION
56th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
May 4 – May 10, 2025

WHEREAS, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, The Office of the Professional Municipal Clerk is the oldest among public servants; and

WHEREAS, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, The Professional Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations; and

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk; and

NOW, THEREFORE, I, Pedro Oscar Adame, Mayor of the City of Ingleside, Texas, do recognize the week of May 4 through May 10, 2025, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerks Jana Stork, and Elisabeth Staton and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Ingleside to be affixed this 22nd day of April, 2025.

CITY OF INGLESIDE, TEXAS

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 8

Deliberate and take appropriate action on the Regular Meeting Minutes of April 08, 2025.

SUBMITTED BY:

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Please see the accompanying Regular City Council Meeting Minutes of April 08, 2025.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends Council approve the Minutes, as presented.

ATTACHMENTS:

1. 2025, 04-08 Regular Council Meeting Minutes_DRAFT

**CITY OF INGLESIDE
REGULAR CITY COUNCIL MEETING
MINUTES
APRIL 08, 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 April 08, 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: 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.

No Citizens Comments and Reports presented for this meeting.

6. Staff Comments and Reports.

a. Council Comments and Reports.

Mayor Pro-Tem Long stated that he had a conversation with Starbucks about the privacy fence and would like to see a future agenda item.

Mayor Adame stated that there was a Mayor's Coalition meeting held a couple weeks ago, and that the other Mayor's stated that they do not speak for other Cities and the County Commissioner should have asked what the Cities wanted in regards to the Senate Bill.

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

No discussion was held on this matter.

c. Report on the employment process for a City of Ingleside Police Department.

Discussion was held between the Council Members and City Manager Lewis about the employment process for the Police Department, how recruitment for the position is advertised, turnover for employment, comparisons with other cities, looking to hire from within, and respecting the chain of command.

d. Report on the Interlocal Cooperation Agreement between the Ingleside Independent School District and the City of Ingleside for two School Resource Officers.

Discussion was held between Council Members and City Manager Lewis about Council not being able to hire or fire a city employee, how the school district and the City should get together to look over the contract for renewal, state laws require specifics, stability between students and School Resource Officers, and bringing the contract back to Council.

Presentations

7. Presentation of the Ingleside Independent School District Bond for the May 3, 2025, election.

Ingleside Independent School District Superintendent Scott Kilgore presented the Bond 2025 for the school district, and what the bonds would cover.

Consent Agenda

8. Deliberate and take appropriate action on the Regular Meeting Minutes of March 25, 2025.

Motion: Council Member John Salinas made a motion to approve the Consent Agenda as presented. Council Member Pruitt seconded the motion. Motion carried with all present voting in favor.

Public Hearing

No Public Hearing was presented for this meeting.

Regular Agenda

9. Deliberate and take appropriate action on first reading of an Ordinance granting a special use permit for the installation and operation of a solar farm on the following property and providing for effective date, reading, severance, and publication for real property generally located and bounded by SH 361 (Highland Ave.), on the South,

Ingleside city limits on the West and North, and SH 1069 (North Main St.) on the East and legally described as:

Property Tract 1, ID 60762, being 124.3789 acres out of a 524.80-acre tract of land, being part of a 6091.22-acre tract of land conveyed from W. G. McCampbell, et al to Mrs. Jean McCampbell Davis by Partition Deed filled November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas, Property Tract 2, ID, 60762 being 88.963 acre tract of land, being part of a 6091.22 acre tract of land conveyed from W. G. McCampbell, et al, to Mrs. Jean McCampbell Davis by Partition Deed dated November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas, Property Tract 3, ID, 67182, being 3.589 acre tract of land, being part of a 6091.22 acre tract of land conveyed from W. G. McCampbell, et al, to Mrs. Jean McCampbell Davis by Partition Deed dated November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas. Property Tract 4, ID 67158, 37.397-acre tract of land, being part of a 6091.22-acre tract of land conveyed from W. G. McCampbell, et al, to Mrs. Jean McCampbell Davis by Partition Deed dated November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas. Property Tract 5, 104.748-acre tract of land, being part of a 6091.22-acre tract of land conveyed from W. G. McCampbell, et al, to Mrs. Jean McCampbell Davis by Partition Deed dated November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas. Property Tract 6, ID 67177, 40.329-acre tract of land, being part of a 6091.22-acre tract of land conveyed from W. G. McCampbell, et al, to Mrs. Jean McCampbell Davis by Partition Deed dated November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas. Property Tract 7, ID 61476, 848 acres out of a 1181.095 tract of land, being part of a 6091.22-acre tract of land conveyed from W. G. McCampbell, et al, to Mrs. Jean McCampbell Davis by Partition Deed dated November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas. Property Tract 8, ID 67236, 112.818-acre tract of land, being part of a 6091.22-acre tract of land conveyed from W. G. McCampbell, et al, to Mrs. Jean McCampbell Davis by Partition Deed dated November 4, 1933, recorded in Volume 103, Page 151 of the Deed Records of San Patricio County, Texas. Property Tract 9, ID 114650, 45.5766 acres of a 150.13 acre tract of land out of the heirs of Rosa Teal Survey, Abstract 262, San Patricio County, Texas, the said 150.13 acre tract of land being the same as and all of tract II being 150.12 acres, more or less, described in Special Warranty Deed dated November 1, 2013, recorded in document No. 632533, Official Public Records of San Patricio County, Texas. Property Tract 10, ID 103271, 145.0886 acres out of a 150.77 acre tract of land, being the same land described as 150.694 acres conveyed from Centex Homes. to EFO Land, L.P., by General Warranty Deed dated March 26, 1999, and recorded in Clerk's File No. 472035 of the Real Property Records of San Patricio County, Texas. Property Tract 11, ID 67168, Tract 12, 61499, 167.165 Acre Tract of Land, situated in the Heirs of Rosa Teal Survey A-262, Nicholas Fagan Survey A-124, being out a 6,091.22 Acre Tract of land described in a Partition Deed from W.G. (Will) McCampbell, et al., to John S. McCampbell, recorded in Volume 103, Page 156, Deed Records of San Patricio County Texas; said 167.165 Acre Tract being the

same lands as a 166 Acre Tract of land described in a Deed from said W.G. McCampbell, et al. to Mrs. Jean McCampbell Davis, as recorded in Volume 103 Page 151. Property Tract 13, ID 67270, 13.287 acres out of 17.456 acres of land out of a called 34.9 acre tract of land out of the called East 100 acres out of the 200 acre Sahadi Tract, out of the Rosa Teal Survey, A-262, and the N. Fagin Survey, A-124, San Patricio County, Texas, with said 34.9 acres being called Tract "B" in a Partition Deed of called East 100 Acres, actual 99.72 acres, being described in a Deed recorded under Clerks file number 247749, Deed Records of San Patricio County, Texas, and said 200 acre Sahadi Tract described in a Deed of Record under Volume 81, Pages 597-598, Deed Records of San Patricio County, Texas. Property Tract 14, ID 67091, 12.4199 acres out of 17.456 acres of land out of a called 34.9 acre tract of land out of the called East 100 acres out of the 200 acre Sahadi Tract, out of the Rosa Teal Survey, A-262, and the N. Fagin Survey, A-124, San Patricio County, Texas, with said 34.9 acres being called Tract "B" in a Partition Deed of called East 100 Acres, actual 99.72 acres, being described in a Deed recorded under Clerks file number 247749, Deed Records of San Patricio County, Texas, and said 200 acre Sahadi Tract described in a Deed of Record under Volume 81, Pages 597-598, Deed Records of San Patricio County, Texas.

Discussion was held between Council Members, City Manager Lewis, and Port of Corpus Christi Real Estate Representative Sam Esquivel about the ordinance stating drainage plan instead drainage easement, the drainage easement to help solve problems to a quarter of the City, wildlife and parks not approving the project, recommendations saying it isn't recommended for the City, the length of time for a solar farm being 20 to 25 years, and not seeing the positivity of the project.

Motion: Council Member Diehl made a motion to deny the Ordinance granting a special use permit for the installation and operation of a solar farm on the property as described in the agenda item. Council Member Wilson seconded the motion. Motion carried 5:1:1

For Motion:

Council Member Diehl, Council Member Wilson, Council Member Pruitt, Mayor Pro-Tem Long, and Council Member Julio Salinas.

Against Motion:

Council Member John Salinas

Abstained:

Mayor Adame

Martha Habluetzel, 3508 Ave A, made a citizen comment.

Lucia Dailey, 619 East Ave B, Port Aransas, made a citizen comment.

Ashley Griffith, 2463 County Road 2010, Aransas Pass, made a citizen comment.

Courtney Shane, 2181 Capeheart St., made a citizen comment.

10. Deliberate and take appropriate action on a Resolution by the City Council of the City of Ingleside, Texas authorizing and approving publication of Notice of Intention to Issue Certificates of Obligation; complying with the requirements contained in Securities and Exchange Commission Rule 15c2-12; and providing an effective date.

Proposed Resolution 2025-10.

Discussion was held between the Council Members, City Manager Lewis, and SAMCO Representative Andrew Freidman about the bid opening for the Wastewater Treatment Plant, the need to borrow in order to complete the project, tariffs rising and need to keep the bid pricing at what it is, the timetable after issuing the Notice of Intention, Reserve Funds, needing to show that we have the funds to do the project, and rolling over tools to not impact the budget.

Motion: Council Member John Salinas made a motion to approve Resolution 2025-10 as presented adopting the Notice of Intention to Issue Certificates of Obligation. Council Member Diehl seconded the motion. Motion carried with all present voting in favor.

11. Deliberate and take appropriate action on a Resolution relating to establishing the City's intention to reimburse itself for the prior lawful expenditure of funds relating to constructing various City improvements from the proceeds of tax-exempt obligations to be issued by the City for authorized purposes; authorizing other matters incident and related thereto; and providing an effective date.

Proposed Resolution 2025-11.

Discussion was held between the Council Members, City Manager Lewis, and SAMCO Representative Andrew Freidman about borrowing from yourself and then repaying from the project, wording for the money, and the statement that this is specifically being requested for the Wastewater Treatment Plant project only.

Motion: Council Member Diehl made a motion to approve Resolution 2025-11 as presented adopting a reimbursement. Council Member Pruitt seconded the motion. Motion carried with all present voting in favor.

12. Deliberate and take appropriate action on a letter to be issued to the Texas Water Development Board providing sufficiency of funds for the CWSRF 73782- Ingleside WWTP.

Discussion was held between Council Members and City Manager Lewis about the project being started in 2018, and having been contacted by the Texas Water Development Board about having the available funds to do the project.

Motion: Mayor Adame made a motion to approve a letter as presented to be issued to the Texas Water Development Board providing sufficiency of funds for the Ingleside

WWTP. Council Member John Salinas seconded the motion. Motion carried with all present voting in favor.

13. Deliberate and take appropriate action on the second and final reading of an Ordinance establishing the Ingleside Municipal Court as a Court of Record pursuant to Chapter 30, Municipal Courts of Record, of the Texas Government Code.

Proposed Ordinance 2025-13.

Discussion was held between Council Members, City Manager Lewis and City Attorney McCann about Robstown being the smallest Court of Record south of San Antonio, Corpus Christi and Victoria being Court of Record as well, the City Manager meeting with Robstown Judge about the cost and transition, the judge being on a contract basis, not exceeding the budget, the need to make sure things are done correctly, being the best move for the City, personnel arrangement, trial being the same but with recordings, and having to look at the Code of Ordinances to see what needs to be changed.

Municipal Court Judge Glover informed the Council that she had contacted the Court of Administration about the possible transition, how they like to be involved with the transitions, and currently being 26 courts behind in audits.

Motion: Council Member Pruitt made a motion to adopt Ordinance 2025-13 as presented establishing the Ingleside Municipal Court as a Court of Record. Mayor Adame seconded the motion. Motion carried 6:1.

For Motion:

Council Member Diehl, Council Member Pruitt, Council Member John Salinas, Mayor Pro-Tem Long, Council Member Julio Salinas, and Mayor Adame.

Against Motion:

Council Member Wilson.

14. Deliberate and take appropriate action on the reappointment of the Municipal Court Associate Judge as set forth in the City Charter Section 4.02.C.

Discussion was held between Council Members, City Manager Lewis, City Attorney McCann, and Municipal Court Associate Judge Cramer about her reappointment that was back in August with no Council action after a certain time frame, so she was automatically reappointed; Associate Judge Cramer not qualified now, due to previous agenda item being adopted; and currently not having a sitting Judge.

No Action Taken.

15. Deliberate and take appropriate action for the City Council to authorize the City Manager to negotiate with the respondents of the Requests for Qualifications (RFQ's) for General Engineering Services.

Discussion was held between Council Members, City Manager Lewis, and Director of Infrastructure Services Paredez about Levy Dykema being the staff recommendation, to negotiate it does not obligate any funding, Levy Dykema currently servicing other entities with positive feedback, not project management, the City being required to have engineers, amending the current contract for engineers, General Engineering Services to design and engineer projects, and coming back to Council with final contract for approval by the first meeting in May maybe April 22, 2025.

Motion: Mayor Adame made a motion to approve the authorization of the City Manager to negotiate the Requests for Qualifications for General Engineering Services. Council Member Julio Salinas. Motion carried with all present voting in favor.

16. Deliberate and take appropriate action on the first amendment of water tower lease agreement with SystemSeven.

Discussion was held between Council Members and City Manager Lewis about the current contract, and invoicing SystemSeven monthly keeping the cost the same.

Motion: Mayor Pro-Tem Long made a motion to approve the first amendment of water tower lease agreement with SystemSeven as presented. Council Member John Salinas seconded the motion. Motion carried with all present voting in favor.

Executive Session

17. 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 Consultations with Attorney regarding Civil Action No. 2:24-CV-267 Port of Texas, LP. vs. City of Ingleside.

At 8:55 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 Consultations with Attorney regarding Civil Action No. 2:24-CV-267 Port of Texas, LP. vs. City of Ingleside.

18. Open Session

City council will reconvene in Open Session at which time action on the matter(s) discussed in Closed Session may be considered.

A. Pursuant to Section 551.071 Consultations with Attorney regarding Civil Action No. 2:24-CV-267 Port of Texas, LP. vs. City of Ingleside.

At 9:18 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: No Action Taken.

Closing Agenda

19. Items to consider for placement on future agendas.

Council Member Diehl requested that staff look at grants.

Mayor Pro-Tem Long requested an update on Starbucks.

Mayor Adame requested that any agenda items that the current Council has seen but not taken action on, be brought back to them.

20. Adjourn.

Mayor Adame adjourned the regular meeting of the City of Ingleside at 9:21 p.m.

APPROVED:

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 9

Deliberate and take appropriate action on Article XI. Fences Sec. 18-405. Screening as it relates to Starbucks Development Project.

SUBMITTED BY: Bernard Rodriguez, Director of Development Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

In a review of past events, the following events, and attached backup documents, are listed in chronological order.

- I. 08/13/2024 Regular City Council Minutes
- II. 08/27/2024 Regular City Council Minutes
- III. 09/10/2024 Starbucks Landscape Schedule - Reviewed for Compliance
- IV. 09/11/2024 Commercial Building Permit Application
- V. 10/07/2024 New Commercial Building Permit
- VI. 11/15/2024 Pre-Construction Sign-In Sheet
- VII. 11/15/2024 Starbucks Pre-Construction Minutes

Attachments: Plant Material Schedule

- I. Plant Material Schedule
- II. Landscape Design with Plant Description- Reviewed for Compliance on 09/10/202

The City Council meeting minutes reflect that a discussion was held with regard to screening. 08/13/2024 - screening of any kind would be in compliance with the zoning ordinance; working with the developers about concerns for the area; and the work on the least impact on the residential parties in the area. 08/27/2024 - screening or privacy fence, drainage being cleaned out in a few weeks prior to development, screening or landscape plan being provided. Further discussion was about the City needing to fix Gallion Street, the property access issues which will be in the discussion phases of development, the possibility that the driveway can be moved further to the West but could make potential hazards with headlights, zoning request is only about the zoning. Once zoning is completed it then becomes an issue for staff for the permit side.

Based on the document review, staff approved plant landscape as a form of screening, which is an approved option. Please see the following code of ordinance exhibit:

Article XI. Fences

18-404 was revised to 18-405

Sec. 18-405. Screening.

Screening in the form of a solid fence or landscaping shall be required to protect neighboring residences from all commercial establishments or required parking lots. The area between the property line and the fence must be incorporated into the overall landscaping of the property, including sufficient landscaping screening materials to mitigate the visual impacts.

Chapter 78-Zoning

Article V. Supplementary District Regulations

Sec. 78-353. Design standards.

(a) Parking spaces. An off-street parking space is a paved surface not in a street or alley and having an area of not less than 180 square feet, with a minimum dimension of nine by 20 feet, exclusive of driveways, permanently reserved for the temporary storage of one automobile and connected with a street or alley by paved driveway which affords unobstructed ingress and egress to each space. On properties one acre or larger, all-weather driveways may be unpaved.

(b) Screening. Screening in the form of a solid fence or landscaping shall be required to protect neighboring residences from all commercial establishments or required parking lots. The area between the property line and the fence must be incorporated into the overall landscaping of the property, including sufficient landscaping screening materials to mitigate the visual impacts.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends no action be taken since the project is in compliance with Article XI. Fences Sec. 18-405. Screening

ATTACHMENTS:

1. 2025, 04-16 Starbucks Backup

August 13, 2024 Regular City Council Minutes

- 12. Deliberate and take appropriate action on first reading of an Ordinance changing the zoning for the following property legally described as LT 2 SEASIDE LANDING APTS ABST WM MCDONOUGH SUR from its present zoning of M (Multifamily) to C-2 (General Commercial) and further providing for effective date, reading, severance, and publication.**

Discussion was held between Council Members, City Manager Lewis, Interim Building Official Delauro, and the rezoning applicants Davenport and Deskins about staff support of the rezoning; some objections given to the Planning and Zoning Commission; drainage issue in the zoning area; the request of the City cleaning up the area before proceeding with the project; the entrance points to the business; screening of any kind would be in compliance with the zoning ordinance; working with the developers about concerns for the area; and the work on the least impact on the residential parties in the area.

Motion: Council Member Diehl made the motion to approve the first reading of an Ordinance changing the zoning for the following property legally described as LT 2 SEASIDE LANDING APTS ABST WM MCDONOUGH SUR from its present zoning of M (Multifamily) to C-2 (General Commercial) and further providing for effective date, reading, severance, and publication. Council Member Wilson seconded the motion. Motion carried with all present voting in favor.

August 27, 2024 Regular City Council Minutes

- 13. Deliberate and take appropriate action on second and final reading of an Ordinance changing the zoning for the following property legally described as LT 2 SEASIDE LANDING APTS ABST WM MCDONOUGH SUR from its present zoning of M (Multifamily) to C-2 (General Commercial) and further providing for effective date, reading, severance, and publication.**

Proposed Ordinance 2024-21

Discussion was held between Council Members, City Manager Lewis, City Attorney McCann, the Developer via Zoom, and Interim Building Official Delauro about concerns with access to the property, screening or privacy fence, drainage being cleaned out in a few weeks prior to development, screening or landscape plan being provided, TxDot would not grant street access on the side of 1069 due to a uniform traffic manual as it could create a safety issue with traffic putting another entrance on 1069. With a public street on the North and a private drive on the South side TxDot expects the City to use one of those as an entrance to the property.

Further discussion was about the City needing to fix Gallion Street, the property access issues which will be in the discussion phases of development, the possibility that the

driveway can be moved further to the West but could make potential hazards with headlights, zoning request is only about the zoning. Once zoning is completed it then becomes an issue for staff for the permit side.

The applicant stated that they had been working with staff to provide information to proceed. All properties from Hwy 361 to 2048 which is a mile and a half are all zoned Commercial-Retail except this property.

Steve Wright, 2984 Wright Ave, addressed the Council about concerns for the zoning change and future development that might cause possible flooding, drainage, and traffic issues. Stating that the developers for Seaside Apartments developed something different than planned causing his property to have flooding issues, Wright opposed any zoning or changes of development with noise or blaring lights. Stating these are quality of life issues and need to address the concerns up front. Wright asked Council to remember this is a 100 year old neighborhood.

Courtney Shane, 2181 Capehart, addressed the Council about rezoning to bring industry into town. Citizens want more businesses, how can we get them in the right area.

Further discussion about drainage and the need of a culvert, staff recognizes the issues and are trying to address them, internally staff needs to do some work to make the sites ready to have commercial develop in Ingleside.

Motion: Mayor Pro-Tem Long made a motion to approve Ordinance 2024-21, an Ordinance changing the zoning for the following property legally described as LT 2 SEASIDE LANDING APTS ABST WM MCDONOUGH SUR from its present zoning of M (Multifamily) to C-2 (General Commercial) and further providing for effective date, reading, severance, and publication. Council Member Pruitt seconded the motion. Motion carries 6-1.

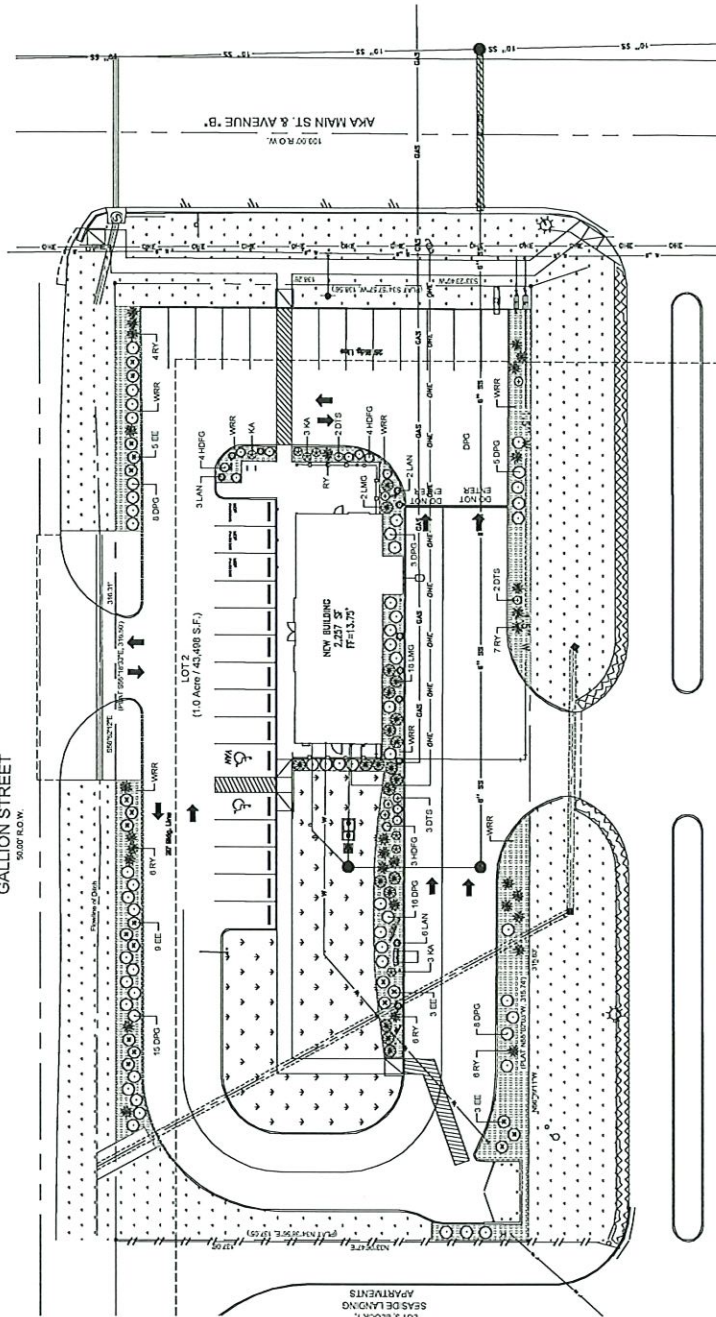
For Motion:	Council Member Diehl, Council Member Wilson, Council Member Pruitt, Council Member John Salinas, Mayor Pro-Tem Long, Mayor Adame
Against Motion:	Council Member Julio Salinas

[illegible][illegible]

ADDITIONAL MATERIALS:

4" thick over wood barrier fabric.

GALLION STREET
50.00' ROW



NO.	REVISIONS/SUBMISSIONS	DATE

NGLESIDE, TEXAS 78362

PROJECT NO: 2424-12	SHEET TITLE: LANDSCAPE PLAN SCHEDULES, NOTES	SHEET NO: L-1 OF 4 L SHEETS
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Reviewed for Compliance
By: Dale I. Wells, CBO
Date: 09/10/2024



PO Drawer 400 • 2665 San Angelo • Ingleside, TX. 78362
Phone: 361-776-3815 - building@inglesidetx.gov

COMMERCIAL BUILDING PERMIT

Class of Work: New (X) Remodel/Repair ()

Building Site Address: TO BE DETERMINED 2975 Main St Permit #: 2400347

Legal Description: Lot: 2 Block: 1 Subdivision: SEASIDE LANDING APARTMENTS Parcel ID#:

Setbacks: Front: 75FT Left side: 42FT Right Side: 60FT Rear: 164FT Square Footage: 2300 Valuation: \$ 1,200,000

OWNER: Name: SCC DEVELOPMENT COMPANY Phone #: 817-900-2100

Address: 556 8TH AVENUE, FORT WORTH, TX 76104

CONTRACTOR: Name: TO BE DETERMINED (Number & Street) (City) (State) (Zip)
Phone #: 713-947-9700 936-414-6595

Address: Brazos Contractors 9191 Gulf Fwy Bldg D Ste 400 Houston TX 77017

ENGINEER: Name: MJ THOMAS ENGINEERING (Number & Street) (City) (State) (Zip)
Phone #: 817-732-9839

Address: 4700 BRYANT IRVIN CT, STE 204, FORT WORTH, TX 76107

ARCHITECT OR DESIGNER: Name: THOMAS A PIRTLE, III (Number & Street) (City) (State) (Zip)
Phone #: 979-574-8959

Address: 1308 MEADOWVIEW DR, KENNEDALE, TX 76060

(Number & Street) (City) (State) (Zip)

Describe Work: NEW CONSTRUCTION OF SHELL BUILDING ONLY. INTERIOR UNDER SEPARATE
PERMIT AND PLANS BY FUTURE TENANT

All documents are REQUIRED to be submitted electronically for review to the Building
Department for your project to be considered: building@inglesidetx.gov

- ☒ Impact Fees Form - Water/Sewer (Must be paid prior to building permit being issued)
- ☒ Availability of water and sewer.
- ☒ Site Plan (drawn to scale indicating dimensions, lot lines, building lines, location of building, driveways, & parking)
- ☒ Driveway is required on plans if less than One (1) acre of land
- ☒ WPI-1 from a Windstorm Engineer. Pending. Will provide.
- ☒ Engineered Sealed and Signed Foundation Plan.
- ☒ Drainage Form to be completed by Surveyor or Engineer
- ☒ Full size detailed building plans, including structural details.
- ☒ Signed Energy Check Report to be completed by Energy Inspector
- ☐ N/A Mechanical Project Summary Report - with layout
- ☒ Elevation Certificate to show the foundation floor 12" above BFE or street (whichever is higher). Is lot in Flood Plain? Pending
- ☒ Survey, if deemed necessary (54-5 No building permit shall be issued for work on any property which has not been platted or which constitutes only a portion of a platted lot)

The City of Ingleside does not accept construction material waste. All construction material waste must be removed and properly disposed of at the expense of the owner/contractor.

Porta Potty & construction material waste trailer/dumpster is required on site during construction.

The City of Ingleside requires a copy of Engineer's final report (WPI-2), a certificate of Termite pre-treat report, and final RESNET/HERS rating certificate prior to C of O being issued.

Signature: Melissa Haba

Zone: C-2 Reviewed By: Dale I. Wells, CBO Date: 09/11/2024



2665 San Angelo Ave
P.O. Box 400
Ingleside, TX 78362-0400
361-776-3815
building@inglesidetx.gov

NEW COMMERCIAL BUILDING PERMIT

PERMIT #:	2400347	DATE ISSUED:	10/04/2024
		EXPIRES:	4/02/2025
JOB ADDRESS:	2975 MAIN ST	LOT #:	2
PARCEL ID:		BLK #:	1
SUBDIVISION:	SEASIDE LANDING APARTMENTS	ZONING:	C-2
ISSUED TO:	SCC DEVELOPMENT	CONTRACTOR:	BRAZOS CONSTRUCTORS
ADDRESS:	556 8TH AVENUE	ADDRESS:	9191 GULF FWY BLDG D STE 400
CITY, STATE ZIP:	FORT WORTH TX 76104	CITY, STATE ZIP:	HOUSTON TX 77017
PHONE:		PHONE:	713-947-9700
PROP. USE:		OWNER:	
VALUATION:	\$ 1,200,000.00	SETBACKS:	
SQ FT:	2,300.00	FRONT:	
OCCP TYPE:		LEFT SIDE:	
OCCP LOAD:		RIGHT SIDE:	
CNST TYPE:		REAR:	

FEE CODE	DESCRIPTION	AMOUNT
BLD-VALUE	BLD PERMIT/VALUATION	\$7,300.00
BLD-ISSUE	PERMIT ISSUANCE FEE	\$ 35.00
TOTAL		\$ 7,335.00

NOTES: NEW CONSTRUCTION OF SHELL BUILDING ONLY.

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS; OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OR LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Kathorino Phillips

(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

Paul

(APPROVED BY)

10 / 07 / 2024
DATE

11 / 15 / 24
DATE



Meeting: Starbuck Pre-Con

Date: 11/15/24 10:00 am

Name	Company	Phone #	Email
1. Bernard Rodriguez <i>BR</i>	City of Ingleside	361-828-9197	brodriguez@inglesidetx.gov
2. Dale Wells	City of Ingleside	361-776-3815	dwells@inglesidetx.gov
3. Tom Miller <i>TM</i>	City of Ingleside	361-238-3706	tmiller@inglesidetx.gov
4. Pamela Hawkins <i>PH</i>	City of Ingleside	361-776-3815	building@inglesidetx.gov
5. Gary Paredes <i>GA</i>	City of Ingleside	361-776-2517 ext 1200	gparedes@inglesidetx.gov
6. John Witt <i>JW</i>	City of Ingleside	361-776-7409	jwitt@inglesidetx.gov
7. Dale McConnell <i>DM</i>	City of Ingleside	361-776-7409	gmccconnell@inglesidetx.gov
8. Brenton Lewis <i>BL</i>	City of Ingleside	361-776-2715 ext1000	blewis@inglesidetx.gov
9. Dale VARGO	BRAZOS CONTRACTORS	623-340-1243	dale@brazoscontractors.co
10. Tommy Paredes	City	361	
11. Katherine Phillips	Brazos	713-337-2003	Katherine@brazoscontractors.co
12. Joe Granshaw	Brazos	713-337-2010 281-430-2626	joe@brazoscontractors.co
13. Brian Goodhart	Brazos		
14. Michael Thomas	Brazos		
15.			
16.			
17.			
18.			
19.			
20.			

Starbucks Pre-Construction Meeting

November 15, 2024 10:00 am

- I. Introduction
 - a. In-Person: Bernard Rodriguez, Tom Miller, Pamela Hawkins, Gary Paredes, John Witt, Dale McConnell, Brenton Lewis, Dale Vargo
 - b. On Teams: Katherine Phillips, Joe Cranshaw, Brian Goodhart, Michael Thomas
- II. Sign in Sheet
 - a. A copy of the Sign-in sheet will be provided
- III. Permit Status / Notice to Proceed
 - a. All documentation and payment has been received. Permit issuance pending the Pre-Con meeting.
- IV. Construction Schedule
 - a. Currently working on grading the property and part of the drainage ditch from intersection of Gallion and Main (FM 1069) to planned location of a new culvert for the driveway approach off Gallion.
 - b. Next steps will be Utility connections and construction meter.
- V. Quality Control and Responsibilities / Safety Procedures
 - a. The City expressed concerns about construction dust due to proximity to operating food establishment and need for a fire hydrant closer to the site.
 - b. The contractor plans to mitigate dust with help from water access through a construction meter and plans included installing a fire hydrant at existing valve off the 6" line at the corner of Main and the Seaside Landing Apartments driveway.
- VI. Utility Connections
 - a. Sewer connection – The City to extend sewer line from alley running from Nix to Gallion between Main and Mayfield.
 - b. Water connection – The water connection will be off the existing valve from the 6" line on Main for hydrant, domestic, and irrigation.
 - c. Construction meter – The City will place the construction meter with a backflow preventor in the alley running from Nix to Gallion between Main and Mayfield. The contractor will be responsible for running from the connection to the property and burying/covering the line to allow traffic to continue on Gallion.
 - d. Updated plans showing the connections discussed above will be submitted to Development Services.
- VII. Fire Hydrant
 - a. Contractor will provide and set a City approved fire hydrant at the corner of Main and the driveway for Seaside Landing Apartments.
- VIII. TxDOT Review / Traffic Control
 - a. None of the City utility connection or driveway approaches will require TxDOT review.

- b. The electricity connection may require TxDOT review / or traffic control stipulations. The contractor will work with AEP and TxDOT to ensure all requirements are met.

IX. Miscellaneous

- a. The city engineer, Carl Crull, will review the previously submitted drainage plans.
- b. The contractor is re-grading the drainage ditch from the corner of Main and Gallion through the area where a new culvert will be installed for the driveway approach off Gallion. The City is re-grading the rest of the drainage ditch.
- c. The contractor will work with Dale McConnell to ensure the culvert installed will be the correct size to allow proper drainage.
- d. Further discussions on drainage may be required as the project continues.

X. Q&A

XI. Conclusion

- a. The permit was issued to the on-site supervisor at the close of the meeting and a copy emailed all concerned.

PLANT MATERIAL SCHEDULE				
SYM	KEY	QTY	COMMON NAME	SPECIFICATIONS
SHRUBS				
⊗	EE	21	ELAEAGNUS EBBERJI	Elaeagnus spp "Ebbenji" 5 gallon, 48" on center.
⊗	KA	7	KALIDOSCOPE ABELIA	Abelia spp. 'Kalidoscope' 5 gallon, 36" on center.
⊗	RY	30	RED YUCCA	Hesperaloe parvifolia 5 gallon, 48" on center.
⊗	DTS	7	DWARF TEXAS SAGE	Leucophyllum frutescens "Silverado" 5 gallon, 36" on center.
ORNAMENTAL GRASSES, GROUNDCOVER AND PERENNIALS				
⊙	DPC	50	DWARF PAMPUS GRASS	Cortaderia pumila 5 gallon, 42" on center.
⊙	LMG	20	LINDHEIMER'S MUHLY GRASS	Muhlenbergia lindheimeri 3 gallon, 36" on center.
⊙	HDFG	11	HAVELN DWARF FOUNTAIN GRASS	Pennisetum alopecuroides 1 gallon, 24" on center.
⊙	LAN	11	LANTANA	Lantana spp. 2 gallon, 30" on center.
TURF GRASS				
⊙	BG		BERMUDA GRASS	Cynodon dactylon BERMUDA GRASS HYDROSEED
⊙	BC-S		BERMUDA GRASS-SCD	Cynodon dactylon SOLID SCD

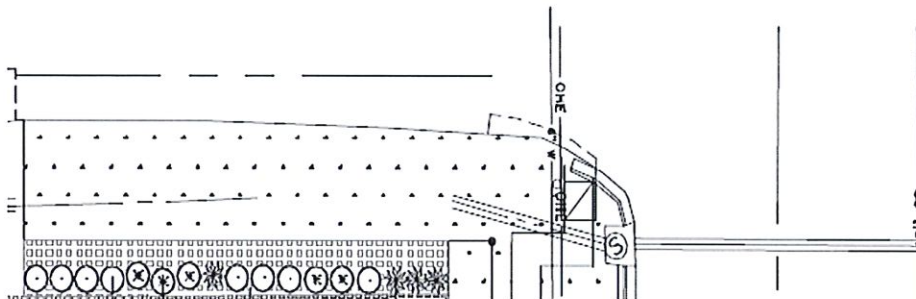


ADDITIONAL MATERIALS:



WASHED RIVER ROCK - 'WRR' - 1-1 1/2" dia

4" thick over weed barrier fabric.



DON C. WHEELER, LANDSCAPE ARCHITECT

LANDSCAPE ARCHITECTURE PLANNING IRRIGATION DESIGN

FORT WORTH, TX 76147

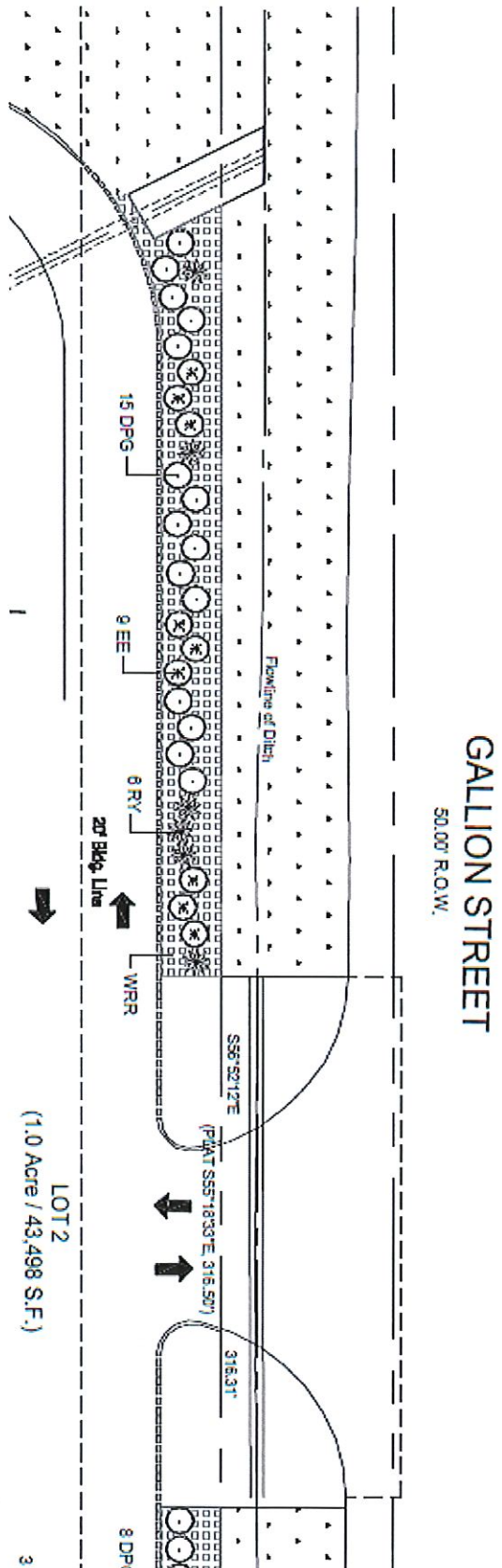
don@dowla.com

P.O. BOX 470865

(817) 335-1405

DESIGNED:	DRAWN:	CHECKED:	DATE:
DCW	DCW	DCW	8-28-24

Starbucks Landscaping Design Reviewed for Compliance on 09/10/2024



Plant Schedule in this area consists of the following:

Abbreviation	Quantity	Name of Plant	Expected Height
EE	9	Elaeagnus Ebbenji	Used for screening. Grows to 5 to 7 feet with 4 to 5 feet width.
DPG	15	Dwarf Pampas Grass	Mature height 4 to 6 feet Width 4 feet
RY	6	Red Yucca	Mature Height 3 to 5 feet Width 2 to 4 feet

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 10

Deliberate and take appropriate action on the purchase of Stalker Street Dynamics Radars through BuyBoard Purchasing Cooperative.

SUBMITTED BY: Martin Molina, Chief of Police

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Cities nationwide use electronic speed warning and message boards for several reasons.

1. **Influencing driver behavior:** These signs help remind drivers to adhere to speed limits, reduce speeding, and promote safer driving habits. For example, radar speed signs display the current speed of passing vehicles, alerting drivers if they exceed the limit.

2. **Enhancing Public Safety:** Variable Message Signs provide real-time information about road conditions, closures, and safety reminders, which can prevent accidents and guide traffic effectively.

3. **Cost-Effectiveness:** Electronic signs are a cost-effective solution for managing traffic and improving road safety compared to other methods.

4. **Versatility:** Message boards can display various messages, including public safety alerts, event information, and weather updates, making them useful for various applications.

Overall, these signs play a crucial role in maintaining road safety and ensuring smooth traffic flow. Using hotel occupancy tax to fund electronic speed warnings and message boards can be a strategic move for Ingleside.

Tourism and Safety: Ensuring the safety of tourists is crucial. Electronic speed warning signs and message boards can help manage traffic better, reducing accidents and making the city safer for visitors. The hotel tax is designed to support initiatives that benefit residents and visitors.

Investing in these trailers aligns with this goal by promoting safety and effective communication, which are critical components of a thriving community like Ingleside with multiple events and tourist destinations.

FISCAL ANALYSIS:

Quote for (3) MC360 Message Trailers with solar panel- \$67,851.00 (Quote attached)

Quote for (1) SAM3 Vertical sign speed trailer with solar panel- \$12,231.00 (Quote attached)

The proposed purchase of the speed/message board trailers will be made from the HOT funds, totaling \$80,082.00.

Texas BuyBoard 703-23 expires on 05/31/2026

RECOMMENDATION:

Request the City Council approve funds from the Hotel/Motel Tax Fund to purchase the message-speed warning trailers as presented.

ATTACHMENTS:

1. Quote_2102114
2. Quote_2102123
3. HOT Tax Funds Info
4. HOT Tax AG Info
5. MC360
6. SAM3



applied concepts, inc.

855 E. Collins Blvd
Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Inside Sales Partner:

Vanna Moore

vanna.moore@a-concepts.com

Reg Sales Mgr:

Christopher Decker

972-398-3780

chris.decker@stalkerradar.com

QUOTE
#2102114

Page 1 of 1

Date: 03/05/25

Effective From : 03/05/2025

Valid Through: 06/03/2025

Lead Time: 60 working days

Bill To: Ingleside Police Dept 2425 8th St Ingleside, TX 78362-6149	Customer ID: 019843 Accounts Payable	Ship To: Ingleside Police Dept 2425 8th St Ingleside, TX 78362-6149	<i>FedEx Ground</i> Captain Ryan Breaux
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Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	3	821-1101-00	Stalker MC360 Message Trailer (3'x6') w/Strobes	0	\$19,667.00	\$59,001.00

Ln	Qty	Part Number	Description	Price	Ext Price
1	3	015-2684-59	[268459] MC360 Message Trailer (3'x6') w/Solar		\$0.00
2	3	200-1229-01	[414155] Traffic Stats Sensor, 2 Comm Ports		\$0.00
3	3	006-0569-00	Certificate of Accuracy, Speed Sensor II		\$0.00
4	3	015-4120-94	Red/Blue Strobes-2 Strobe Assys, 6 LEDs ea-MC360		\$0.00
5	3	015-1819-00	[275569] SAM 3/SAM/VMS Trailer Wheel Jack		\$0.00
6	3	015-5603-00	[275565] Trailer Wheel Lock		\$0.00
7	3	200-1173-00	(412467) Traffic Data Analysis Package		\$0.00
8	3	200-1448-01	MC360 Trailer User Manual Kit w/USB Comm Cable		\$0.00
9	3	063-0024-60	Message Center Trailer 5-Year Warranty		\$0.00
10	3	015-4128-36	LX60 Modem Kit, MC360 Trailer w/6m CPU	\$1,225.00	\$3,675.00
11	3	015-4122-64	Annual Shield Web Access-Edits/Stats Dwnload-1 Yr	\$1,125.00	\$3,375.00

Group Total \$66,051.00

Product	\$66,051.00	Sub-Total:	\$66,051.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$1,800.00
		Total: USD	\$67,851.00

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This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these Terms and Conditions carefully before proceeding.



applied concepts, inc.

855 E. Collins Blvd
Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Inside Sales Partner:

Vanna Moore

vanna.moore@a-concepts.com

Reg Sales Mgr:

Christopher Decker

972-398-3780

chris.decker@stalkerradar.com

Page 1 of 1

Date: 03/05/25

QUOTE
#2102123

Effective From : 03/05/2025

Valid Through: 06/03/2025

Lead Time: 60 working days

Bill To: Ingleside Police Dept 2425 8th St Ingleside, TX 78362-6149	Customer ID: 019843 Accounts Payable	Ship To: Ingleside Police Dept 2425 8th St Ingleside, TX 78362-6149	<i>FedEx Ground</i> Captain Ryan Breaux
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Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1	821-0312-00	SAM 3 Trailer - Vertical w/ Solar Panel	24	\$11,631.00	\$11,631.00

Ln	Qty	Part Number	Description	Price	Ext Price
1	1	015-4152-95	Sam 3 Trailer, Vertical Signs		\$0.00
2	1	015-4025-27	YOUR SPEED - White - SAM 3 / SAM / SAM-R		\$0.00
3	1	200-1229-01	[414155] Traffic Stats Sensor, 2 Comm Ports		\$0.00
4	1	200-1663-00	ASSY, USB-C TO USB-C CABLE WITH USB-A ADAPTER, 6 FT.		\$0.00
5	1	200-1173-00	(412467) Traffic Data Analysis Package		\$0.00
6	1	015-2328-62	Red LED Light Bar, SAM 3/SAM/SAM-R		\$0.00
7	1	015-2354-40	Blue LED Light Bar, SAM 3/SAM/SAM-R		\$0.00
8	1	015-5603-00	[275565] Trailer Wheel Lock		\$0.00
9	1	006-0569-00	Certificate of Accuracy, Speed Sensor II		\$0.00
10	1	200-1448-02	Assy, SAM 3 Trailer Operator Manual Kit w/ USB C		\$0.00
11	1	200-1670-00	ASSY, INSTALL MEDIA, STREET DYNAMICS DEVICE MANAGER W/EASY ANALYST		\$0.00
12	1	060-1000-24	24-Month Warranty		\$0.00

Group Total \$11,631.00

Product	\$11,631.00	Sub-Total:	\$11,631.00
Discount	\$0.00	Sales Tax 0%	\$0.00

Payment Terms: Net 30 days

Shipping & Handling:	\$600.00
Total: USD	\$12,231.00

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This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these Terms and Conditions carefully before proceeding.

Enhance Community Safety and Tourism with HOT Funds

This hidden source of funding from the Hotel Occupancy “HOT” Tax can help create safer streets in your city.

Did you know Texas Hotel Occupancy Tax (HOT) funds can be used to purchase traffic safety products, such as messaging trailers and radar speed signs? Under the Texas Tax Code 351.101(a)(b), HOT fund expenditures must pass a two-part test:

1. Directly enhance and promote tourism and the convention/hotel industry.
2. Fit one of nine approved categories for local HOT revenue spending (see the list at the end of this note).

While these funds cannot be used to pay for officers, weapons, or vehicles, **non-enforcement safety equipment is generally considered to be an approved purchase.**

Many municipalities justify their purchase of products like our **Message Center 360 (MC360)**, **Message Trailers** and **SAM-3 Radar Trailers** because they can fall under these approved HOT Tax use cases:

- **#1:** Signage directing tourists to attractions and events frequently visited by hotel guests (e.g., speed control for safety or event directions).
- **#2:** Promotional expenses for sporting events in counties under 1 million people (e.g., local football games or rodeos).

With modern challenges like natural disasters, public health crises, and security concerns, communities are increasingly discovering how useful messaging trailers and radar “Your Speed” signs are in directing traffic and keeping streets slow and safe.

As an added bonus, all Stalker/Street Dynamics radar trailers include **Traffic Analyst®** software, providing accurate traffic data to inform your governing body during major events. When not in use for HOT purposes, these trailers can serve your community in other ways.

To learn more or request a demo of the **MC360**, **SAM-3**, or other traffic safety products, contact your Texas Regional Sales Manager today!

Use of Local Hotel Occupancy Tax Revenues

There is a two-part test for every expenditure of local hotel occupancy tax.¹

Criteria #1: First, every expenditure must DIRECTLY enhance and promote tourism AND the convention and hotel industry.²

Under the Tax Code, every event, program, or facility funded with hotel occupancy tax revenues must be likely to do two things: 1) directly promote tourism; and 2) directly promote the convention and hotel industry.³ “Tourism” is defined under Texas law as guiding or managing individuals who are traveling to a different, city, county, state, or country.⁴ A “direct” promotion of the convention and hotel industry has been consistently interpreted by the Texas Attorney General as a program, event, or facility likely to cause increased hotel or convention activity.⁵ This activity may result from hotel or convention guests that are already in town and choose to attend the hotel tax funded facility or arts or historical event, or it may result from individuals who come from another city or county to stay in an area lodging property at least in part to attend the hotel tax funded event or facility.

If the funded event or facility is not reasonably likely to directly enhance tourism and the hotel and convention industry, local hotel occupancy tax revenues cannot legally fund it.⁶ However, it is important to note that events and facilities that do not qualify for hotel occupancy tax funding are often still legally eligible for city funding from most of the other funding sources available to the city (general property tax revenues, general sales tax revenues, franchise fee revenues, etc.). State law is stricter in terms of how the local hotel occupancy tax revenues can be spent.

There is no statutory formula for determining the level of impact an event must have to satisfy the requirement to directly promote tourism and hotel and convention activity.⁷ However, communities with successful tourism promotion programs generally award the amount of the hotel occupancy tax by the proportionate impact on tourism and hotel activity incident to the funding request. Entities applying for hotel occupancy tax revenue funding should indicate how they will market the event to attract tourists and hotel guests. If an entity does not adequately market its events to tourists and hotel guests, it is difficult to produce an event or facility that will effectively promote tourism and hotel activity.

A city or delegated entity should also consider whether a funded event will be held in a venue that will likely attract tourists and hotel guests. For example, if an event is held in a local school or community center, it may be less likely to attract tourists than if it is held at a local performing arts venue, museum or civic center. Each community will need to assess whether the facility hosting the function is likely to attract tourists and hotel guests. Similarly, if an event is a community picnic, local parade, educational class, or other similar type of event, it is often not likely to attract tourists and hotel guests, and would likely not be eligible for hotel occupancy tax funding.

¹ §§ 351.101(a), (b).

² §§ 351.101(b).

³ *Id.*

⁴ § 351.001(6).

⁵ See Op. Tex. Att’y Gen. Nos. GA-0124 (2003), JM-690 (1987).

⁶ *Id.*

⁷ See generally Tex. Tax Code §§ 351.101(a), (b).

Finally, it is a good practice to utilize a hotel tax application form. THLA has a sample hotel occupancy tax application form and a “post event” form that are already in use by many city governments throughout Texas. For a copy of these two forms, simply call THLA at (512) 474-2996, or email THLA at news@texaslodging.com. These forms pose questions of funding applicants such as “Do you have a hotel room block for your events?” and “What do you expect to be the number of room nights sold for this event?” Additionally, the application asks if the entity has negotiated a special hotel price for attendees of their funded event. If the entity does not find the need to reserve a hotel block or negotiate a special hotel rate, it is not likely that they anticipate their event/s will have a meaningful impact on hotel activity.

Funded entities can also visit with area hoteliers who, in many cases, can provide feedback on whether any of their hotel guests expressed an interest in attending such events or facilities in the past. Hotel front desk and management staff usually know what local events and facilities were of interest to their guests by notes in their reservation systems, requests for directions, information and transportation to such venues by hotel patrons.

After an applicant’s event or program is offered for several years, the applicant should have a reasonable idea as to whether their event or program’s attendance includes a number of tourists and hotel guests. For example, some entities track whether guests are staying at local hotels via their guest registry. Other entities measure potential out-of-town attendance from their ticket sales records or other survey information.

It is important to note that Texas law also provides that the hotel occupancy tax may not be used for general revenue purposes or general governmental operations of a municipality.⁸ It also may not be used to pay for governmental expenses that are not directly related to increasing tourism and hotel and convention activity.⁹ For example, consider a request to use the hotel occupancy tax to pay for construction of additional lighting, restrooms, roads, sidewalks, or landscaping in a downtown area. These are expenditures for which the city would traditionally use its general revenues. Therefore, such an expenditure would violate the prohibition against using the hotel tax for “general governmental operations of a municipality.”¹⁰ It is difficult to argue that such improvements to a non-tourism facility would “directly” promote tourism and hotel activity. At best, one could argue the improvements would “indirectly” enhance tourism and hotel activity—which is not sufficient under the clear language of the Tax Code to qualify for funding from the hotel occupancy tax.

⁸ Tex. Tax Code § 351.101(b); see also Op. Tex. Att’y Gen. Nos. JM-184 (1984), JM-965(1988).

⁹ *Id.*

¹⁰ *Id.*

Criteria #2: Every expenditure of the hotel occupancy tax must clearly fit into one of nine statutorily provided categories for expenditure of local hotel occupancy tax revenues.¹¹

The nine categories for expenditure of the hotel occupancy tax are as follows:

1) Funding the establishment, improvement, or maintenance of a convention center or visitor information center.

This category allows expenditures of the hotel tax for the creation, improvement, or upkeep of a convention center or a visitor information center.¹² The term “convention center” is defined to include civic centers, auditoriums, exhibition halls, and coliseums that are owned by the city or another governmental entity or that are managed in whole or in part by the city.¹³ It also includes parking areas in the immediate vicinity of a convention center facility, and certain hotels that are owned by the city or another governmental entity, or that are managed in whole or in part by the city.¹⁴ It does not include facilities that are not of the same general characteristics as the structures listed above.

Texas law specifies that for a facility to be funded as a convention center, it must be a facility primarily used to host conventions and meetings.¹⁵ “Primarily used” in this context would arguably mean that more than 50 percent of the bookings for the facility are to host conventions or meetings that directly promote tourism and the hotel and convention industry.¹⁶ In other words, holding local resident meetings in a facility would not count toward qualifying the facility as a convention center, but meetings of individuals from out-of-town who in part stay at hotels would qualify.

Simply naming a facility a convention center or visitor information center does not automatically qualify the facility as a “convention center.” The authority to use the hotel occupancy tax for facilities is limited and any such facility must meet the above noted “primary usage” test. For example, general civic buildings such as the city hall, local senior citizen centers or activity centers would not qualify as convention centers that could be funded by hotel tax.

2) Paying the administrative costs for facilitating convention registration.

This provision allows expenditures for administrative costs that are actually incurred for assisting in the registration of convention delegates or attendees.¹⁷ This is generally an expenditure for larger cities that hold large conventions, and includes covering the personnel costs and costs of materials for the registration of convention delegates or attendees.

¹¹ Tex. Tax Code § 351.101(a).

¹² § 351.101(a)(1).

¹³ § 351.001(2).

¹⁴ *Id.*

¹⁵ *Id.*

¹⁶ *Id.*; see generally Tex. Tax Code §§ 351.101(a), (b).

¹⁷ Tex. Tax Code § 351.101(a)(2).

3) Paying for advertising, solicitations, and promotions that attract tourists and convention delegates to the city or its vicinity.

This provision allows expenditures for solicitations or promotional programs/advertising directly related to attracting tourists and convention delegates to the city or its vicinity.¹⁸ Such expenditures are traditionally in the form of internet, newspaper, mail, television, or radio ads; or solicitations to promote an event or facility. The advertising or promotion must directly promote the hotel and convention industry.¹⁹ For example, the Texas Attorney General ruled that the local hotel occupancy tax may not be used for advertising or other economic development initiatives or improvements to attract new businesses or permanent residents to a city.²⁰

In certain cases, a city may be able to use the advertising and promotion category to justify covering the costs of advertising an event that will attract tourists and hotel guests, even though the administrative or facility costs for the underlying event would not qualify for hotel tax funding.²¹

4) Expenditures that promote the arts.

This section authorizes the expenditure of local hotel occupancy tax for a variety of art-related programs that also promote tourism and local hotel and convention activity.²² Specifically, it allows funding the encouragement, promotion, improvement, and application of the arts including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution and exhibition of these major art forms.²³ However, it is not enough that a facility or event promotes the arts; Texas law requires that the arts related expenditure also directly promote tourism and the hotel and convention industry.²⁴

Section 351.101(a) of the Tax Code specifically states that “the municipal hotel occupancy tax may be used only to promote tourism and the convention and hotel industry.” The Texas Attorney General reaffirmed this standard when it held in Opinion GA-0124: “Under section 351.101 of the Tax Code, a municipality may expend its municipal hotel occupancy tax revenue only to promote tourism and the convention and hotel industry, and only for the specific uses listed in the statute.”

Additionally, THLA and Texans for the Arts (TFA) have formed a partnership to assist local governments in implementing hotel tax laws. In order to comply with the hotel occupancy tax statute, THLA and TFA agree that to be eligible for municipal arts funding with HOT revenues, recipients must satisfy the following requirements:

1. The recipient presents, performs, promotes, encourages or otherwise makes possible, artistic events, cultural performances, programs, exhibitions or lectures involving the major art forms listed in the statute, or “other arts related to the presentation, performance, execution and

¹⁸ § 351.101(a)(3).

¹⁹ § 351.101(b).

²⁰ Op. Tex. Att’y Gen. No. JM-690 (1987).

²¹ See generally Tex. Tax Code § 351.101(a)(3).

²² Tex. Tax Code § 351.101(a)(4).

²³ *Id.*

²⁴ § 351.101(b).

exhibition of these major art forms.”

2. The hotel occupancy tax funded programs and events are advertised and open to the general public.
3. The recipient directly enhances and promotes tourism and the convention and hotel industry.

With regard to requirement No. 3 above, THLA and TFA agree that the statute does not require a recipient to demonstrate a set level of direct impact on tourism and the convention and hotel industry to be eligible for hotel occupancy tax revenue funding. **However, the demonstration of some level of direct impact on tourism and the convention and hotel industry should be required.** Because the statute provides no specific methodology for determining a recipient’s impact on tourism or the convention/hotel industry, each funding entity has the flexibility to consider a number of factors.

The following factors may be beneficial to consider, but this list is neither exhaustive nor mandatory. Cities and counties using hotel occupancy tax may consider any or all the below listed factors or other factors that are appropriate for determining a recipient’s impact on tourism and the convention and/or hotel industry in a particular community:

- a. The recipient works with its area lodging operators and/or the convention and visitor’s bureau (CVB), either independently or in conjunction with other local arts organizations, to promote local arts events through hotel concierge services, training of hotel staff, hotel or CVB lobby area exhibitions, flyers or similar measures to better serve visitors to the area and encourage their extended stay in area hotels or a return to stay in area lodging facilities.
- b. The recipient provides entertainment to conventions, conferences and meetings offered in their cities and towns at which attendees are drawn from both in and out of the region.
- c. The recipient uses local hotel and lodging facilities for galas, meetings or other events sponsored by the recipient, including the use of hotel dining facilities by their patrons both pre and post events.
- d. The recipient books hotel rooms for visiting artists and offers hotel related information to attendees of the organization’s hotel occupancy tax funded events.
- e. The recipient promotes or markets its events outside of the local area through standard media promotion or advertising, websites, mailing lists, local, regional and national listings in publications and calendars and use of social media and where appropriate includes a link to information about area hotels.
- f. The recipient produces its events in conjunction with or within the boundaries of a Cultural and Fine Arts District established pursuant to Texas Government Code § 444.031.
- g. The recipient, either through audience or attendee questionnaires, polling, or hotel block booking codes, demonstrates that hotel guests, tourists, convention attendees or other out-of-town visitors have attended its hotel tax funded events.
- h. A performance, exhibition or other event sponsored by the hotel occupancy tax recipient has been reviewed or otherwise noted in a publication that circulates outside of the recipient’s local community, which helps promote tourism and hotel activity in the area.

There are many success stories of cities that have partnered with the arts entities to turn one day arts events into multi-day events that can substantially increase tourism and hotel activity. Such partnerships and long term planning can help both foster the arts and grow hotel tax proceeds that can be made available to the arts.

*Note: arts funding by a city may also be limited by statute. See “Special Rules” section of this guide.

5) Funding historical restoration or preservation programs.

A city may spend a portion of its hotel occupancy tax revenues to enhance historical restoration and preservation projects or activities, or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that are likely to attract tourists and hotel guests.²⁵ Texas law does not limit such funding to structures that are owned by a public or nonprofit entity, or to whether the project is listed on a historic registry, but the city may choose to impose such limitations.

It is not enough that a project or activity event merely be historical in nature; Texas law requires that the historical related expenditure also directly promote tourism and the hotel and convention industry.²⁶ Section 351.101(a) of the Tax Code specifically states that “the municipal hotel occupancy tax may be used only to promote tourism and the convention and hotel industry.” The Attorney General in Opinion GA-0124 (2003) reaffirmed this standard when it held: “Under section 351.101 of the Tax Code, a municipality may expend its municipal hotel occupancy tax revenue “only to promote tourism and the convention and hotel industry” and only for the specific uses listed in the statute.”

Additionally, the amount of funding a city allocates to the historical programs category may be limited by statute. See the “Special Rules” section of this guide, starting on page 24.

6) Funding certain expenses, including promotional expenses, directly related to a sporting event within counties with a population of under 1 million.

This section authorizes a municipality located in a county with a population of under 1 million to use local hotel occupancy tax revenue to fund certain expenses, including promotional expenses, directly related to a sporting event.²⁷ To qualify under this authorization, the sporting event must be one that would “substantially increase economic activity at hotels and motels within the city or its vicinity.”²⁸ The statutory authorization also requires that a majority of the participants in the sporting event also be tourists to the area.²⁹

This category is intended to allow communities to fund the event costs for sporting tournaments that result in substantial hotel activity. For example, if a city had to pay an application fee to seek a particular sporting event or tournament, it could use hotel tax for such an expenditure if the sporting event would substantially increase economic activity at hotels and the city was within a county of under one million population. The requirement that a majority of the participants must be “tourists” is included in the statutory authority to prohibit the use of local hotel tax for sporting related facilities or events that are purely local (e.g.; local recreation centers, local little league and parks events, intramural sports, etc.).

7) Funding the enhancement or upgrading of existing sports facilities or sports fields for

²⁵ § 351.101(a)(5).

²⁶ § 351.101(b).

²⁷ § 351.101(a)(6).

²⁸ *Id.*

²⁹ *Id.*

certain municipalities.

Certain statutorily bracketed cities may use local hotel occupancy tax to enhance and upgrade existing sports facilities owned by the municipality.³⁰ Acceptable sports facilities include those for baseball, softball, soccer, rodeos, and flag football.³¹ The municipality must own the sporting facility, and the municipality must meet one of the following population requirements:

- i. The municipality has a population of 80,000 or more, and is located in a county that has a population of 350,000 or less: **Abilene, Amarillo, Beaumont, College Station, Corpus Christi, Killeen, Laredo, League City, Longview, Lubbock, Midland, Odessa, Pearland, San Angelo, Tyler, Waco, and Wichita Falls.**³²
- ii. The municipality has a population of at least 75,000, but not more than 95,000, and is located in a county that has a population of less than 200,000 but more than 160,000: **Bryan and College Station.**³³
- iii. The municipality has population of at least 36,000, but not more than 39,000, and is located in a county that has a population of 100,000 or less that is not adjacent to a county with a population of more than two million: **Huntsville and Texarkana.**³⁴
- iv. The municipality has a population of at least 13,000 but not more than 39,000, and is located in a county that has a population of at least 200,000: **Addison, Alamo, Alvin, Angleton, Balch Springs, Bellaire, Benbrook, Burleson, Colleyville, Converse, Coppell, Copperas Cove, Corinth, Deer Park, Dickinson, Donna, Duncanville, Farmers Branch, Friendswood, Groves, Hewitt, Highland Village, Horizon City, Harker Heights, Humble, Hurst, Hutto, Katy, La Marque, La Porte, Lake Jackson, Lancaster, Leander, Little Elm, Live Oak, Mercedes, Murphy, Nederland, Port Neches, Portland, Rio Grande City, Rosenberg, Sachse, Saginaw, San Benito, San Juan, Schertz, Seagoville, Socorro, South Houston, Southlake, Stafford, Taylor, The Colony, Universal City, University Park, Watauga, Weslaco, West University Place, and White Settlement.**³⁵
- v. The municipality has a population of at least 70,000, but not more than 90,000, and no part of the city is located in a county with a population greater than 150,000: **Longview.**³⁶
- vi. The municipality is located in a county that is adjacent to the Texas-Mexico border, the county has a population of at least 500,000, and the county does not have a municipality with a population greater than 500,000: Cities in Hidalgo County including, but not limited to **McAllen, Edinburg, Mission, and Pharr.**³⁷
- vii. The municipality has a population of at least 25,000 but not more than 26,000, and is located in a county that has a population of 90,000 or less: **Greenville and Paris.**³⁸
- viii. The municipality is located in a county that has a population of not more than 300,000 and in which a component university of the University of Houston System is located: **Victoria.**³⁹
- ix. The municipality has a population of at least 40,000 and the San Marcos River flows through the municipality: **San Marcos.**⁴⁰

³⁰ § 351.101(a)(7).

³¹ *Id.*

³² § 351.101(a)(7)(B)(i).

³³ § 351.101(a)(7)(B)(ii).

³⁴ § 351.101(a)(7)(B)(iii).

³⁵ § 351.101(a)(7)(B)(iv).

³⁶ § 351.101(a)(7)(B)(v).

³⁷ § 351.101(a)(7)(B)(vi).

³⁸ § 351.101(a)(7)(B)(vii).

³⁹ § 351.101(a)(7)(B)(viii).

⁴⁰ § 351.101(a)(7)(B)(x).

- x. The municipality is intersected by both State Highways 71 and 95: **Bastrop**.⁴¹

[Note that statutory population brackets are based on the decennial U.S. Census, most recently conducted in 2010.⁴²]

Texas law further requires that before local hotel tax to be used for this purpose, the sports facilities and fields must have been used a combined total of more than 10 times for district, state, regional, or national sports tournaments in the preceding calendar year.⁴³

If hotel tax revenues are spent on enhancing or upgrading a sports facility, the municipality must also determine the amount of “area hotel revenue” generated by hotel activity from sports events held at the hotel tax funded facility for five years after the upgrades to the sport facility are completed.⁴⁴ The area hotel revenues that were generated from sports events at the hotel tax funded facility over that five year period must at least equal the amount of hotel tax that was spent to upgrade the sports facility.⁴⁵ If the amount of hotel tax that was spent on the facility upgrades exceeds hotel revenue attributable to events held at that facility over that five year period, the municipality must reimburse the hotel occupancy tax revenue fund any such difference from the municipality’s general fund.⁴⁶

For example, if a city spent \$400,000 on improvements to its soccer fields, it would have to show at least \$400,000 in area hotel revenue directly attributable to events held at that soccer field over the five year period after the soccer field improvements were completed. If the city could only show \$300,000 in hotel industry revenue due to events held at that soccer field, the city would have to reimburse the city hotel tax with the \$100,000 difference from the city’s general fund.

8) Funding transportation systems for tourists

Often with conventions and large meetings, there is a need to transport the attendees to different tourism venues. In 2007, the Texas Legislature authorized the use of city hotel tax for any sized city to cover the costs for transporting tourists from hotels to and near the city to any of the following destinations:

- the commercial center of the city;
- a convention center in the city;
- other hotels in or near the city; and
- tourist attractions in or near the city.⁴⁷

The reimbursed transportation system must be owned and operated by the city, or privately owned and operated but financed in part by the city.⁴⁸ For example, this authority could be used to cover the costs of a city to finance certain private shuttles to operate between the convention center and area hotels and attractions for a large city-wide convention. The law specifically prohibits the use of the local hotel tax to cover the costs for a transportation system that serves the general public.⁴⁹

⁴¹ § 351.101(k).

⁴² Tex. Gov’t Code Ann. § 311.005(3) (Vernon 2015).

⁴³ Tex. Tax Code §§ 351.101(a)(7), 351.1076.

⁴⁴ *Id.*

⁴⁵ *Id.*

⁴⁶ *Id.*

⁴⁷ § 351.110(a).

⁴⁸ § 351.110(b).

⁴⁹ § 351.110(c).

9) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality.

In 2009, the Texas Legislature added a statutory category that allows cities to use municipal hotel occupancy tax revenue to pay for signage directing tourists to sights and attractions frequently visited by hotel guests in the municipality.⁵⁰ Arguably, this type of expenditure was permissible as “advertising and promotion” prior to this 2009 legislation. However, the Legislature codified this understanding to officially include signage directing tourists to sights and attractions that are frequently visited by hotel guests.⁵¹

Summary of the Nine Uses for the Local Hotel Occupancy Tax

In summary, local hotel occupancy tax revenues only may be spent to establish or enhance a convention center or visitor information center, cover the administrative expenses for registering convention delegates, pay for tourism-related advertising and promotions, fund arts programs or facilities that will directly promote tourism and hotel and convention activity, fund historic restoration or preservation projects that will enhance tourism and hotel and convention activity, in certain counties and cities noted above fund certain costs for holding sporting events and making upgrades to sporting facilities that substantially increase local hotel activity, certain transportation costs for taking tourists from hotels to various locations, and pay for signage directing tourists to sights and attractions frequently visited by hotel guests. If the city cannot fit an expenditure within one of these nine categories, hotel occupancy tax revenues cannot be used for that purpose, unless a special state statute was passed to allow such additional uses. This article includes a summary of special provisions and limitations placed on cities that fall into certain population brackets or special geographic areas of the state.

With regard to the use of local hotel occupancy taxes, there is no time limit for a city to expend all of its hotel occupancy tax funds. At a minimum, however, state law does require that for cities with a seven percent local hotel tax rate, at least one-seventh of the hotel tax proceeds must be spent advertising and promoting the city to directly impact tourism and the hotel and convention industry.⁵² It should also be noted that state law requires that interest earned on hotel tax must be spent in the same way as other hotel tax revenues.⁵³ State law does not address revenues that are earned from events funded by the local hotel occupancy tax.

⁵⁰ § 351.101(a)(9).

⁵¹ *Id.*

⁵² §§ 351.103, 351.1035, 351.104(d), 351.105(b), and 351.106(a).

⁵³ §§ 351.001(9), (10).

Administering Hotel Occupancy Tax Revenue Expenditures

Duty of funded entities to provide a list of activities.

All entities (including the city itself) that are directly or indirectly funded by the local hotel occupancy tax are annually required to provide a list of the scheduled activities, programs, or events that will directly enhance and promote tourism and the convention and hotel industry.⁵⁴ This list is to be provided annually to the city secretary or his/her designee prior to the expenditure of the hotel occupancy tax funding by the funded entity.⁵⁵ An entity may add items to this list at any time, and each city decides the format for providing this information. This documentation requirement does not apply if the entity already provides written information to the city indicating which scheduled activities or events that it offers that directly enhance and promote tourism and the convention and hotel industry. For example, cities that require quarterly or annual reports on the use of hotel tax by hotel tax funded entities would satisfy this requirement if their report addresses the extent to which their events directly promote tourism and hotel activity.⁵⁶

It is important to remember that if an entity does not have any such events or programs reasonably expected to directly promote tourism and the hotel and convention industry, it is not eligible for local hotel occupancy tax funding.⁵⁷ If only a portion of an entity's programs fit these criteria, then only a proportionate amount of that entity's costs should be covered by the local hotel occupancy tax.⁵⁸

Delegating management of funded activities.

The governing body of a city may delegate the management or supervision of programs funded by the hotel occupancy tax by written contract.⁵⁹ This delegation may be made to a person, another governmental entity, or to a private organization.⁶⁰ This delegation is often made to a local arts council, a chamber of commerce, or to the convention and visitors bureau. The municipality shall approve the entity's annual budget prior to delegating the management or supervision of hotel tax funded programs.⁶¹ Furthermore, the municipality shall require the delegated entity to make periodic reports, at least quarterly, listing the hotel occupancy tax expenditures made by the delegated entity.⁶² Additionally, the Code requires that the contracted entity maintain complete and accurate financial records for every expenditure of hotel occupancy tax revenue, and upon the request of the municipality or another person, make the records available for inspection and review.⁶³

An entity with delegated authority to manage hotel tax funded programs undertakes a fiduciary duty with respect to the use of the tax revenue.⁶⁴ Such entities are also required to maintain the city hotel occupancy tax revenue in a separate bank account that may not be commingled with any other account or funds.⁶⁵ The Tax Code does not contain similar prohibitions against commingling the funds for

⁵⁴ § 351.108(b).

⁵⁵ *Id.*; § 351.108(d).

⁵⁶ § 351.108(g).

⁵⁷ § 351.101(b).

⁵⁸ § 351.101(e).

⁵⁹ § 351.101(c).

⁶⁰ *Id.*

⁶¹ *Id.*

⁶² *Id.*

⁶³ § 351.101(d).

⁶⁴ § 351.101(c).

⁶⁵ *Id.*

individual organizations, such as an arts or historical group that receives hotel tax funding for their individual program, but do not themselves oversee hotel tax funding to other entities.

Use of hotel occupancy tax revenues to cover administrative expenses.

Texas law allows proceeds of the municipal hotel occupancy tax to be used to cover the portion of administrative costs that are directly attributable to work on activities that may be funded by the tax.⁶⁶ For example, entities that manage activities funded by the hotel occupancy tax may spend some of the tax for certain day-to-day operational expenses.⁶⁷ These expenses may include supplies, salaries, office rental, travel expenses, and other administrative costs.⁶⁸ However, these costs may be reimbursed only if the expenses are incurred in the promotion and servicing of expenditures authorized under the hotel occupancy tax laws.⁶⁹ The portion of the administrative costs that are covered should not exceed the percentage of the cost that is attributable to the activity funded by the hotel occupancy tax.⁷⁰ For example, administrators who spend 33 percent of their time overseeing hotel occupancy tax funded programs should seek funding for no more than 33 percent of their salary or 33 percent of other related overhead costs. Additionally, hotel occupancy tax revenues may be spent on travel that is directly related to the performance of the person's job in an efficient and professional manner.⁷¹ This travel should facilitate the acquisition of skills and knowledge that will promote tourism and the convention and hotel industry.⁷²

Additional Limits Applicable to the City of Austin

The Texas Tax Code provides additional rules for certain Texas cities based on the city's population bracket. Where noted, these special rules supplement or further restrict the general two-part test for hotel occupancy tax revenue expenditures. For statutory construction purposes, population brackets are based on the decennial federal census, most recently conducted in 2010.⁷³

Cities with a population of 200,000 or greater (except Houston): Arlington, Austin, Corpus Christi, Dallas, El Paso, Fort Worth, Garland, Irving, Laredo, Lubbock, Plano, and San Antonio.

In addition to the general two part test for all expenditures of the hotel occupancy tax revenue, the above cities have certain specific expenditure limitations that apply to their handling of the local hotel occupancy tax.

15 Percent maximum expenditure for the arts and 15 percent maximum expenditure for historical restoration and preservation:

Under § 351.103(c), a city with a population of at least 200,000 may not expend more than the greater of either 15 percent of the hotel occupancy tax revenue collected or the amount of tax received by the city

⁶⁶ § 351.101(e).

⁶⁷ *Id.*

⁶⁸ *Id.*

⁶⁹ *Id.*

⁷⁰ *Id.*

⁷¹ § 351.101(f).

⁷² *Id.*

⁷³ Tex. Gov't Code § 311.005(3).

at the rate of 1 percent of the cost of a room on promotion of the arts.⁷⁴ Also, a city with a population of more than 125,000 may not spend more than 15 percent of its hotel occupancy tax revenue on historical restoration and preservation programs.⁷⁵

Minimum threshold for advertising and promotion funding: Amarillo, Austin, Arlington, Corpus Christi, Dallas, El Paso, Fort Worth, Frisco, Garland, Grand Prairie, Irving, Odessa, Plano, Round Rock, San Antonio, and Tyler:

Except for Nacogdoches, cities that undertake funding a convention center hotel with hotel occupancy tax revenues must allocate a minimum threshold of funding for advertising and promotion of tourism and hotel activity under § 351.101(a)(3).⁷⁶ Specifically, these cities may not allocate hotel tax funding under § 351.101(a)(3) to a percentage that is less than the average percentage of that revenue allocated by the municipality for that purpose during the 36-month period preceding the date the municipality begins using hotel tax revenues for the hotel project.⁷⁷

⁷⁴ § 351.103(c).

⁷⁵ § 351.103(c).

⁷⁶ § 351.102(d).

⁷⁷ *Id.*

MC360

The Message Center 360 Variable Messaging Sign

Our flagship radar speed trailer, the MC360 messaging sign does it all. The large display, offered in 2 sizes, (3'x6' and 4'x8'), can be programmed to show vehicle speeds, text-based messages, arrow-based messages, and graphics. Featuring a full-matrix MUTCD-compliant amber LED display, programmable 365-day calendar, traffic data collection, and optional ALPR/ANPR-ready (Automated License Plate Recognition) power system configuration.



Radar



Text-Based Messages



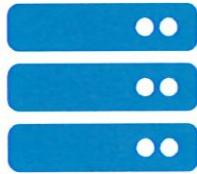
Arrow-Based Messages and Graphic



MUTCD-Compliant Display



Programmable 365-Day Calendar



Traffic Data Collection



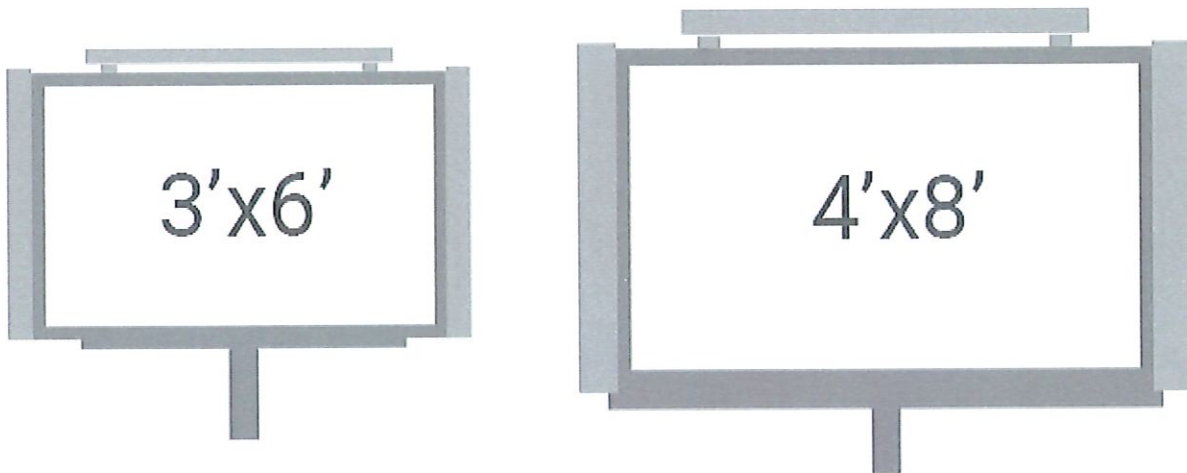
[Accessories](#)

[Downloads + Video](#)

Contact Us

Display Options

Legible from up to 1,000' (305 m), the MC360's two display size options (3'x6' and 4'x8') give plenty of room to communicate with drivers, and the screen can be rotated 360° for ease of setup. While towing the trailer, the screen rotates to be in line with the towing vehicle, reducing wind resistance. In fact, the MC360 messaging trailer is so easy to tow and maneuver that it can be easily set up by just one person.





Power Up

The MC360 messaging trailer can run for up to 21 days of continuous operation using the four deep-cycle batteries in the trailer. Solar panels come standard so you can power your sign indefinitely. The solar panels only need four hours of bright sunlight to recharge a full day's worth of battery power.



21 DAY

Continuous battery operation



SOLAR COMES STANDARD

For nearly-infinite field operation

Send a Message

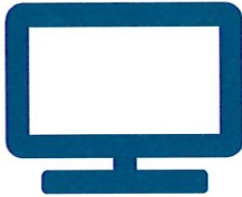
Use any of the over 300 standard alert messages, arrow-based messages, or graphics that come pre-loaded onto the MC360, or easily create your own. Communicate with your sign via the NTCIP-compliant onboard computer, or use the optional MC360 Remote Access Web Page.



Over 300 pre-programmed messages, arrow-based messages and graphics



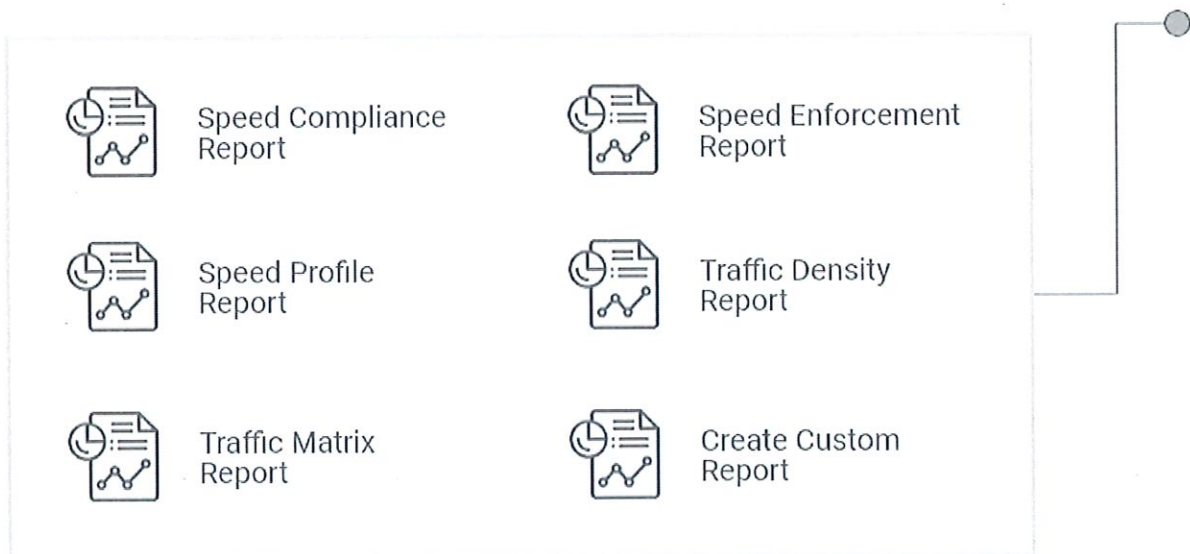
NTCIP-compliant onboard computer

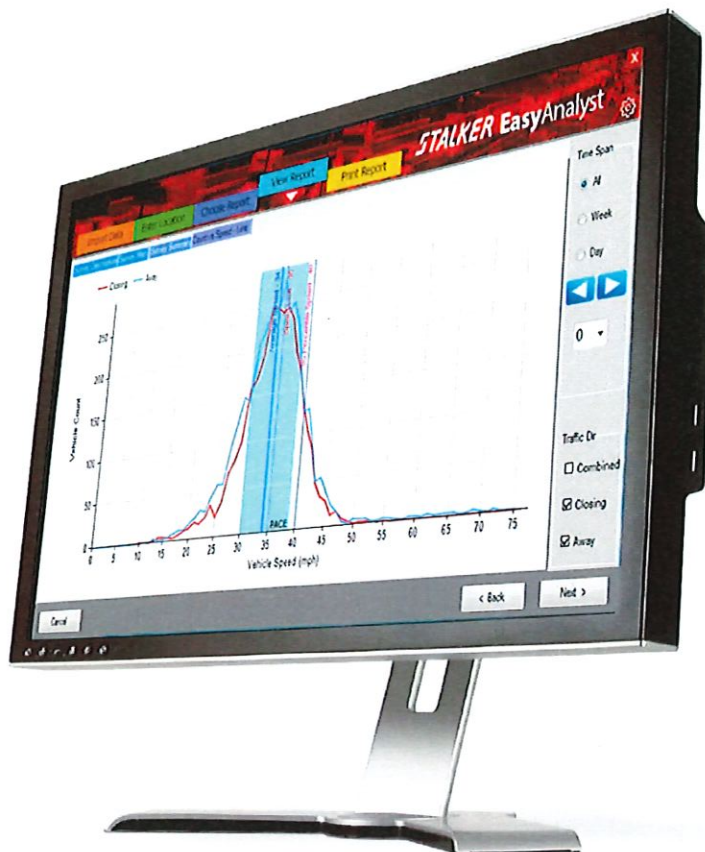


Web-based remote access portal

Traffic Statistics

If you choose the radar-equipped version of the MC360 message sign, you can also add the optional Statistical Package to collect and store traffic data including vehicle speeds, vehicle classification, 85th percentile data, and more. This data can then be downloaded into the Easy Analyst software to create clear, colorful reports, charts, and graphics that you can present to your department, city council, and infrastructure managers. Signs can also be outfitted with an ALPR-ready (Automated License Plate Recognition) power system configuration.





Learn More About Easy Analyst

Rise To the Occasion

The display of the MC360 messaging sign can be raised up to over 11 feet (3.4 m) tall, then rotated 360 degrees so drivers can easily see the sign no matter how your roads require you to deploy it. The sign can be raised manually using the hand-crank, or you can add an optional electric winch to raise and lower the display panel with the push of a button.



Can I Have Your Attention Please?

Eye-catching flashing red strobes in red + blue or amber can be added to your MC360 messaging sign. Program them to flash when drivers exceed a pre-programmed speed threshold.





We stand behind our products. That is why the MC360 comes with a 5-year warranty on the sign and trailer, a 1-year warranty for the battery, and a 5-year warranty on the solar panel.

Ready to add a messaging sign and speed trailer to your traffic safety lineup?

 **CONTACT US**

AVAILABLE ACCESSORIES FOR THE MC360



Speed-Message Trailer Tongue Jack

\$115.00



**Speed-Message Trailer Coupler
Lock**

\$123.00



Speed-Message Trailer Wheel Lock

\$275.00



Speed-Message Trailer Spare Tire

\$301.00

STALKER



YouTube

Visit our YouTube Channel



SAM 3

*The Street Dynamics Speed Awareness Monitor (SAM 3)
Radar Speed Sign*

The Speed Awareness Monitor (SAM 3) radar speed sign is a 24/7 traffic calming presence built on a rugged, all-steel trailer. Featuring a 360° rotating sign face that can be raised up to the MUTCD-regulated 7 feet (2.1 m) high, its speed feedback display is legible from up to 1,000' (305 m) away.

Accessories

Downloads + Videos

Contact Us



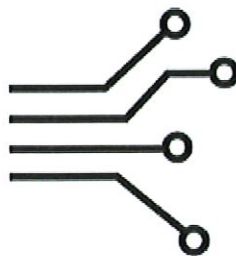
Solar Panel

Operate your SAM 3 continuously on as little as 2.5 hours of sunlight per day.



SPEED LIMIT Sign With Changeable Numbers

Always have the right speed limit sign with you.



Traffic Data Collection Package (Optional)

Use your SAM 3 to collect data about traffic volume, speeds, direction of travel, and vehicle classification.

Choose Your Configuration

The SAM 3 Speed Trailer comes in two configurations: the standard vertical configuration with a speed limit sign placed above a radar LED speed display, and the horizontal configuration with a speed limit sign and LED speed display mounted side by side.

The horizontal SAM 3 can be configured as ALPR-ready with a camera perch and secondary power system.

Vertical Configuration (No ALPR)



Horizontal Configuration (With or without ALPR-Ready)



Note: Display configurations must be chosen at time of purchase, it is not field-configurable



Stand Tall

The SAM 3's display not only rotates 360°, but it can be raised up to 10.5' (3.2m), placing the SPEED LIMIT sign at the MUTCD-regulated height of 7 ft. (2.1 m) to the bottom of the SPEED LIMIT sign.

Move and Set Up Anywhere

The SAM 3 features a rotating mast, allowing it to be lowered and rotated to an aerodynamic travel configuration when you are ready to move it to your next location.

It also features 4 extendable stabilizing/leveling jacks that can be individually leveled, giving you the flexibility to set the SAM 3 up in a wide variety of locations. Park it anywhere, then use the rotating mast to position the display to face traffic.





Bright 18" amber LED numbers communicate drivers' speed up to 1,000' (305 m) away. Add optional red/blue strobes to alert motorists when they have exceeded your pre-set speed threshold.

The SAM 3 radar speed trailer is fitted with our exceptionally efficient proprietary LED Lamp Matrix and LED Pulse Width Modulation technology. The LED Lamp Matrix concentrates and

focuses the LED's light, allowing the motorist to see the sign at a greater distance and, thus, act on the speed warning quicker.

LED Pulse Width Modulation is also incredibly efficient, significantly reducing the drain on batteries and allowing the LEDs to remain at a consistent brightness throughout the battery's entire discharge cycle.

In addition to measuring speeds, you can add optional the Traffic Data Collection package to the SAM 3 speed trailer to collect and store car traffic statistics including vehicle speeds, vehicle classification, 85th percentile data, and more.

This data can then be imported into the included Easy Analyst software to create clear, colorful reports, charts, and graphics that you can present to your department, city council, and infrastructure managers. Use the reports to decide when and where to use valuable enforcement resources, inform your city planning efforts, and as part of grant applications.

[Learn More About Easy Analyst](#)



Compliance is Key

Many companies have misleading “MUTCD compliant” claims on their radar speed trailers. While they technically use the correct MUTCD-compliant YOUR SPEED signs on their trailers, these signs are not able to be displayed at the required 7’ height like ours are.





Built To Last

The SAM 3 is built on the same durable trailer as our MC360. It features a frame constructed with 2"x3" (11 gauge) solid steel, and a solid-metal tamper-proof battery box. But despite its rugged construction, the trailer is still easy for one person to move and set up.

Power Up

The SAM 3 speed sign can run for up to 8-10 days of continuous operation using its Group 27 Deep-cycle 12-volt battery. A top-mount solar panel comes standard, allowing you to run your sign indefinitely. The solar panel needs only 2.5 hours of bright sunlight to recharge a full day's worth of battery power.

Battery life up to 8-10 days

Provided with solar panel

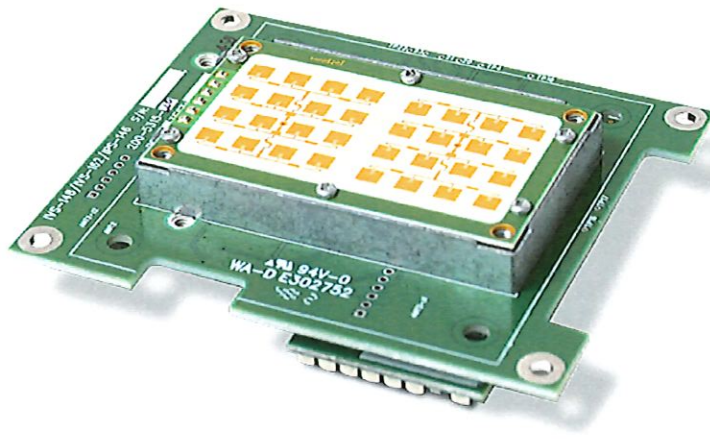
Hand-Held Controller

The SAM 3 is easy to use with its dedicated hand-held controller. Get complete programming and diagnostic functions right in the palm of your hand.



Industry-Leading Radar

The SAM 3 radar speed sign features a Stalker Radar Sensor II K-Band radar, which offers greater range, sensitivity, and tracking when compared to competitive signs' radars.



We stand behind our products. That is why the SAM 3 radar speed trailer comes with a 2-year warranty on the sign and trailer, a 1-year warranty for the battery, and a 5-year warranty on the solar panel.

Ready to add a SAM 3 radar speed sign to your traffic safety lineup?

 **Contact Us**

AVAILABLE ACCESSORIES FOR SAM TRAILER



Speed-Message Trailer Tongue Jack

\$115.00



**Speed-Message Trailer Coupler
Lock**

\$123.00



Speed-Message Trailer Wheel Lock

\$275.00



Speed-Message Trailer Spare Tire

\$301.00

STALKER

855 E. Collins Boulevard Richardson, Texas 75081

Toll Free 1-800-782-5537

Local 972-398-3780

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CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 11

Deliberate and take appropriate action on an Ordinance amending the Fiscal Year 2024-2025 budget for the City of Ingleside, Texas, Vehicle & Equipment Capital Fund for the appropriation of funds for the cost of Stalker Street Dynamics Radars.

SUBMITTED BY: Priscilla Solis, Assistant Director of Finance

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The Hotel Motel tax is designed to support initiatives that benefit residents and visitors. The purchase of the Stalker radars can assist the City of Ingleside in ensuring the safety of tourists. Investing in these Radars aligns with this goal by promoting safety and effective communication for all tourist that visit the City of Ingleside.

FISCAL ANALYSIS:

Fund 21 Hotel Occupancy Fund

Revenues/Fund

Balance

Fund Balance	21-	<u>80,082</u>
Unassigned	3000	

Expenses

Transfer to FD 32-	21-530-932	80,082
Vehicle & Equip.		

Fund 32 Vehicle & Equipment

Revenues/Fund

Balance

Transfer from HOT	32-4930	80,082
Fund		

Expenses

Stalker Radars	32-521-735	80,082
----------------	------------	--------

RECOMMENDATION:

Staff recommends Council approve amending the Hotel-Motel Fund and Capital Fund budgets to appropriate the funds for purchase of Stalker Street Dynamic Radars.

ATTACHMENTS:

1. ORD 2025-XX_2025-04-22 BUDGET AMEND-STALKER SIGNS

ORDINANCE NO. 2025-XX

AN ORDINANCE AMENDING THE FISCAL YEAR 2024-2025 BUDGET FOR THE CITY OF INGLESIDE, TEXAS, VEHICLE & EQUIPMENT CAPITAL FUND FOR THE APPROPRIATION OF FUNDS FOR THE COST OF STALKER STREET DYNAMICS RADARS.

BE IT ORDAINED BY THE CITY COUNCIL OF INGLESIDE, TEXAS:

WHEREAS, it was unforeseen when the budget was adopted that there would be a need for this purchase.

BE IT ORDAINED by the City Council of the City of Ingleside that the Fiscal Year 2024-2025 budget be amended as shown as follows:

CITY OF INGLESIDE
DEPARTMENT REVENUES AND EXPENSES
BUDGET AMENDMENT

Account Name:	Dept-Acct Number:	Budget Increase	Budget Decrease
Fund 21 Hotel Occupancy Tax Fund			
Revenues/Fund Balance			
Fund Balance Res-Tourism	21-3000		<u>80,082</u>
Expenses			
Transfer to FD 32-Vehicle & Equip.	21-530-932	80,082	

[To amend the FY2025 budget as shown above to reduce the fund balance account and transfer the funds for capital purchases for the cost of Stalker Street Dynamic Radars.]

Fund 32 Vehicle & Equipment Fund			
Revenues/Fund Balance			
Transfer for Hot Fund	32-4930		<u>80,082</u>
Expenses			
Stalker Radars	32-521-735	80,082	

[To amend the FY2025 budget as shown above to reflect the transfer from HOT Fund for the purchase of Stalker Street Dynamic Radars.]

THAT all Ordinance or parts of Ordinances in conflict with this Ordinance are repealed to the extent of such conflict only.

THAT if for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgement of a court of competent

jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision of this ordinance, for it is the definite intent of this City Council that every section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

THAT this Ordinance shall not be codified but shall become effective on and after adoption and publication as required by law.

PASSED, APPROVED AND ADOPTED this _____ day of _____ 2025.

CITY OF INGLESIDE, TEXAS

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 12

Deliberate and take appropriate action on the first amendment of water tower lease agreement with GTEK.

SUBMITTED BY: Tommy Saucedo, Information Technology Director

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The City of Ingleside maintains essential internet and data communications between all city facilities in a 'point-to-point' style network with the help of GTEK. This is facilitated by the placement of antenna equipment on top of the water tower located at N.O. Simmons park. The City leases out the water tower to GTEK for equipment purposes. Aside from providing critical internet and network infrastructure, GTEK has expanded the use of our tower to other customers that they have in the area. This is made possible through a lease agreement between The City and GTEK, which allows GTEK to equip the water tower facility and expand their operations. The City is paid \$750 per month for this lease. The City is seeking a contract renewal to extend this service for the next two years.

The IT department views this as an important and mutually beneficial partnership between the City of Ingleside and GTEK. By hosting their equipment, the City's tower site would become a critical component of their network infrastructure. This allows GTEK to better serve their customers, including the City, with improved bandwidth, better service quality, and other advantages.

FISCAL ANALYSIS:

There is no cost to the city budget. The City is paid \$750 per month for this lease.

RECOMMENDATION:

Staff recommends approval of first amendment water lease agreement

ATTACHMENTS:

1. Water Tower Lease Agreement for Gtek Communications V2

Water Tower Lease Agreement for Gtek Communications

THIS LEASE, entered into this 1st day of May, 2025 by and between **Gtek Communications**, having its principal place of business at 4811 Wildcat Dr, Portland, TX 78728 (hereinafter referred to as "Tenant"), and The City of Ingleside, having its principal place of business at 2671 San Angelo, Ingleside, TX 78362 (hereinafter referred to as "Landlord").

WITNESSETH

WHEREAS, Tenant desires to erect and operate transmission and receiving antennas on the top of the water tower located on East Street at coordinates 27.87831, -97.20595 and the water tower located on FM 1069 at coordinates 27.83871, -97.20693, in accordance with the terms and conditions set forth herein; and

WHEREAS, Landlord, in consideration of lease payments to be received from Tenant, desires to grant Tenant a non-exclusive Lease for space on the top of the Water Tower for the placement of said antennas, but subject to compliance with the terms and conditions herein;

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth to be performed by both parties, it is agreed by and between Landlord and Tenant as follows:

Term. The term of the Lease shall be for two (2) years, commencing upon the execution date of this agreement. Thereafter the Lease may be renegotiated for additional successive terms of two (2) years by written agreement of Tenant and Landlord.

Permitted Use. Subject to prior approval of Tenant's plans by Landlord, Tenant may mount transmission and receiving antennas acceptable to and approved in writing by Landlord on the top of the water tower. The number of antennas and the size, specifications (dimensions) and proposed location of the antennas shall be submitted to Landlord for consideration and approval by Landlord in advance of installation. Tenant may run such cabling and other lines and equipment from the water tower into the base of the water tower where it shall have equipment not larger than three (3) feet by three (3) feet at the base and not taller than six (6) feet in height. Landlord will maintain the space occupied and shall provide access to standard 110-volt electric power.

Construction; Maintenance. Tenant shall utilize existing steel supports on the water tower for Tenant's use. Tenant's transmission and receiving antennas shall be installed in such a way as to do no physical harm to the water tower and shall be of adequate strength to give reasonable and normal support. Construction and subsequent maintenance of Tenant's equipment shall be at the Tenant's sole risk and cost and shall be in compliance with all applicable laws and ordinances. No alteration shall be undertaken by Tenant without express, written consent by the Landlord, which consent shall not be unreasonably withheld. Landlord shall provide 24 hours prior notice regarding any maintenance to the tower that would affect Tenant's equipment.

No Interference. Tenant's transmission and receiving antennas and other installed equipment shall not physically interfere with or cause harmful interference to the City's

traffic light signal system or existing radio or other communications facilities located in the City. Tenant shall provide Landlord with a telephone number that the Landlord can contact to report interference and request Tenant cooperation in addressing interference issues.

Access. Landlord and its agents shall have the right to enter and inspect the water towers at all times. Tenant shall be granted regular access to the Tenant's equipment at all times. Tenant shall give 24 hours prior notice to Landlord regarding required routine maintenance and installation work. Landlord shall give 24 hours prior notice to Tenant regarding maintenance that will cause a lack of Tenant access to Tenant's equipment. Landlord and Tenant will adhere to reasonable processes and expedited communication for emergency access by the other party.

Payment. The lease period shall begin on May 1st, 2025. The Tenant shall pay as rent, a monthly rate of \$750. Additional equipment not accounted for at the signing of this agreement will be billed at an additional \$50 per month. Rent payments are due and payable on the first day of each month for the previous month's rent.

Keys. Tenant shall be issued a set of keys for access to each Water Tower. A fee of \$25.00 will be assessed for key replacement. A \$75.00 per hour charge will be imposed to the Tenant should for any reason an employee or a designee of the City of Ingleside be requested to grant the Tenant access to the Water Tower after hours. After hours is any time other than the normal business hours of Monday – Friday 8:00 a.m. to 5:00 p.m., excluding holidays.

Special Provision. The highest priority of use of the water tower for transmission antennas is use by the Landlord regarding its operations. Should the Landlord object to the interference or placement of Tenant's equipment, the Tenant shall move or remove the equipment to the satisfaction of the Landlord within a reasonable time period. Landlord shall provide notice of any objections, in writing to the Tenant. Tenant shall reply to the Landlord within twenty-four (24) hours with reasonable timeline for meeting Landlords demand.

Indemnity of Landlord. Tenant shall indemnify and hold harmless Landlord against and from any and all loss, costs, damages, and claims to the extent of such damage arises from Tenant's negligence or wrongful acts or from any activity, work, or thing done, or permitted by the Tenant in the water tower, and shall further indemnify and hold harmless Landlord against and from any and all loss, costs, damages, and claims to the extent such damages arise from Tenant's negligence or wrongful acts arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Lease, or arising from any action or negligence of the Tenant, or of its agents, contractors, servants, invitees, or employees, and from and against all costs, attorneys' fees, expenses and liabilities incurred or paid in connection with any such claim or any action or proceeding brought against the Landlord by reason of Tenant's use of the water tower. Neither Landlord nor its agents shall be liable for any incidental or consequential damages or for any damage to Tenant's property, nor for loss of or damage to any property by theft or otherwise, nor for any

injury or damage to persons or property resulting from fire, explosion, falling pipes, appliances, electrical or plumbing work therein, nor from the roof, street, or subsurface, nor from any other place or resulting from dampness, nor from any other cause whatsoever, unless caused by or due to the gross negligence of Landlord, its agents, servants, or employees. Tenant shall give prompt notice to Landlord in case of fire or accidents in and on the water tower.

Rights of Landlord. The Landlord reserves the rights to change the name of the water tower without notice or liability to Tenant, to constantly have access to the water tower, to grant to anyone the non-exclusive right to conduct any particular business or undertaking in the water tower, and at any time, whether at the insistence of Landlord or pursuant to government requirements, at Landlord's expense, to decorate or make repairs, alterations, additions, or improvements, whether structural or otherwise, in or to the water tower or any part thereof, including the water tower. Landlord shall give notice to Tenant of Landlord's intended action to be taken under this provision of the lease if that action is to have an effect on the Tenant's equipment.

Assignment and Subletting. Tenant shall not sublet or grant access to the water tower or any part thereof, or permit any business to be operated in or from the water tower by any person, firm or corporation other than Tenant without the prior written consent of the Landlord.

Damage or Destruction. If the water tower is damaged by fire or other casualty, Landlord may elect to immediately terminate this Lease or if Landlord elects to so repair, Tenant, to the extent of its obligation to maintain and repair the water tower shall also promptly repair such damage. There shall be no abatement of rent by reason of any portion of the water tower being unusable for a period of thirty (30) days or less.

Defaults. The occurrence of any of the following shall constitute an event of default;

- (a) A failure by Tenant to make any payment required to be made by Tenant hereunder, where such failure continues for thirty (30) days after notice that such payment was due. Provided, however, no written notice of the failure to pay rent is required of the Landlord.
- (b) A failure by Tenant to observe and perform any other provision of this Lease to be observed or performed by Tenant, where such failure continues for twenty (20) days after written notice thereof by Landlord.

If an event of default shall occur, Landlord may, at any time thereafter, at Landlord's option, exercise any or all rights at law or in equity, which are permitted by Texas State Law.

Rules and Regulations. Tenant shall faithfully observe and strictly comply with all Rules and Regulations of Landlord applicable to this Lease and such other rules and regulations as Landlord may from time to time reasonably adopt.

Requirements by Law. Tenant, at Tenant's sole cost and expense, shall promptly comply with all present and future laws, orders, regulations, and requirements of all

public authorities and any fire underwriter insurance rating agency or similar organization which may impose any violation, order or duty upon Landlord or Tenant with respect to use of the water tower.

Surrender of Water Tower. At the expiration of the Term hereof, or a renewal term of two (2) years, should Landlord decide not to agree to renew this agreement, Landlord agrees to give Tenant at least sixty (60) days' notice to vacate premise. Upon the expiration of the current or a renewal term and with sixty (60) days' notice from the Landlord, Tenant will, within this sixty-day period, remove its antenna and other trade fixtures excluding in-the-wall cabling, restore the water tower to its pre-rental condition, and repair any damage which may be caused to the water tower as a result of such removal, reasonable wear and tear excepted.

Insurance. Tenant shall obtain and keep in force during the Term of this Lease, a Commercial General Liability policy for Insurance, protecting Tenant and Landlord against claims for bodily injury, personal injury, and property damage based upon, involving or arising out of the use, occupancy or maintenance of the water tower and all areas appurtenant thereto. Such insurance shall be on a \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate basis. The limits of said insurance required by this Lease or as carried by Tenant shall not, however, limit the liability of Tenant nor relieve Tenant of any obligation hereunder. All insurance to be carried by Tenant shall be primary to and not contributory with any similar insurance carried by Landlord, whose insurance shall be considered excess insurance only. The Landlord shall be shown as an additional insured on Tenant's Insurance Policy, and Tenant shall provide Landlord with a copy of that policy. The Tenant's insurance carrier shall be required to provide the Landlord with 30-days written notice of policy cancellation.

Subordination. This Lease is and shall at all times, unless Landlord shall otherwise elect, be subject and subordinate to all covenants, restrictions, easements and encumbrances now or hereafter, affecting the fee title to the water tower and to all ground and underlying leases and mortgages or financing or refinancing.

Attornment. Tenant agrees that, in the event of a sale, transfer, or assignment of the Landlord's interest in the water tower or any part thereof, Tenant will attorn to and recognize such transferee, purchaser, ground or underlying lessor or mortgagee as Landlord under this Lease.

Transfer of Landlord's Interest. In the event of any transfer of Landlord's interest in the water tower or in the real property of which the water tower is a part, the transferor shall be automatically relieved of any and all obligations and liabilities on the part of Landlord accruing from and after the date of such transfer.

Fees or Commissions. Tenant covenants, warrants and represents to Landlord that there are no possible claims for broker's commissions or finders' fees in connection with this Lease.

Notices. Every notice to be given under this Lease shall be sent by email and shall be considered in writing. Notices to Tenant shall be emailed to _____

Notices to Landlord shall be emailed to IT@inglesidetx.gov. Either party hereto may give the other party telephone notice of the need for emergency repairs.

Entire Agreement. This Lease, the exhibits and addenda attached hereto set forth all of the covenants, promises, agreements, conditions, and understanding, between the parties. All prior conversations or writings between the parties hereto or their representatives are merged herein and extinguished. This Lease shall not be modified, except with the prior express written authorization of Landlord and Tenant.

Liability of Landlord. Anything contained in this Lease to the contrary notwithstanding, Tenant agrees that Tenant shall look solely to the estate and property of the Landlord in the real estate of which the water tower is a part and the rentals there from for the collection of any judgment (or other judicial process) requiring the payment of money by Landlord in the event of any default or breach by Landlord with respect to any condition, covenant, or agreement of this Lease to be observed and/or performed by Landlord, subject however to the prior rights of any ground or underlying lessor or mortgagee of the real estate of which the water tower is a part, or part thereof.

Successors and Assigns. Except as otherwise provided in this Lease, all of the conditions, covenants, and agreements of this Lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, personal representative, successors and assigns. Each provision of this Lease to be performed by Tenant shall be construed as both a covenant and a condition, and if there shall be more than one Tenant, they shall all be bound, jointly and severally, by the provisions of this Lease.

Governing Law. This Agreement and the rights and obligations of the parties hereto shall be interpreted, construed, and enforced in accordance with the laws of the State in which the tower is located, and venue for any dispute between the parties concerning the Agreement shall be in San Patricio County, Texas.

IN WITNESS WHEREOF, Landlord and Tenant have executed this Lease in multiple original counterparts as of the Dates set forth below their respective signatures hereto.

LANDLORD: The City of Ingleside

Signature: _____
Name: _____
Title: _____
Date: _____

TENANT: Gtek Communications

Signature: _____
Name: _____
Title: _____
Date: _____

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 13

Deliberate and take appropriate action on the approval of the Animal Control Facility Final Change Order.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Hurricane Harvey destroyed the City Animal Shelter in 2017, so the City has been using a temporary building ever since. This project allowed the City of Ingleside to have its own permanent animal control facility. Hanson Professional Services, along with Shelter Planners of America, was the firm selected to design, bid and oversee the construction of the Animal Control Facility. On June 29, 2023, bids were publicly opened for this project. On August 8, 2023, the contract was awarded to Progressive Structures Inc. for the amount of \$1,564,100.00. Notice to proceed was issued on October 25, 2023, which started the clock on the 320 calendar days to complete the project. On Friday, November 17, 2023, a groundbreaking ceremony was held at the site selected for the Animal Control Facility. This was attended by the Mayor, several members of the City Council, the City Manager, several other City employees, including ACO Officers and the Chief of Police. Members of the public were also present. A ribbon-cutting ceremony was held on February 25th, 2025 and the move-in was official at that time.

FISCAL ANALYSIS:

In order to close out this project, a change order is required to reconcile the funding for this project. This change order will be in the amount of \$26,393.31. The new contract sum is \$1,537,706.69 with a net return to the City in the amount of \$362,293.31.

RECOMMENDATION:

Staff recommends approval of this final change order in the amount of \$26,393.31.

ATTACHMENTS:

1. Ingleside Animal Shelter_AIA G701 Change Order 001

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
City of Ingleside, TX New Animal Shelter
1480 4th Street
Ingleside, TX 78362

CONTRACT INFORMATION:
Contract For: General Construction
Date: 8/24/2023

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: 3/24/25

OWNER: *(Name and address)*
City of Ingleside, TX

2425 8th Street
Ingleside, TX 78362

ARCHITECT: *(Name and address)*
FMD Architects, Inc. dba Shelter Planners
of America
1000 Texan Trail, Suite 260
Grapevine, TX 76501

CONTRACTOR: *(Name and address)*
Progressive Structure, Inc.
6133 Ayers Street
Corpus Christi, TX 78415

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

The Final Contingency Balance will credited to the owner by this Change Order.

Original Contingency Allowance was \$30,000. The balance of Executed CAAA# 1-4 is -\$3,606.69. Final Contingency Balance is \$26,393.31.

The original Contract Sum was	\$ 1,564,100.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,564,100.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 26,393.31
The new Contract Sum including this Change Order will be	\$ 1,537,706.69

The Contract Time will be increased by Seventeen (17) days.

The new date of Substantial Completion will be September 26, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

FMD Architects, Inc. dba Shelter Planners
of America

ARCHITECT *(Firm name)*



SIGNATURE

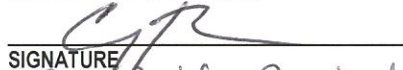
Michael Barnard, Principal
PRINTED NAME AND TITLE

3/25/25

DATE

Progressive Structures, Inc.

CONTRACTOR *(Firm name)*



SIGNATURE

Craig Balke, President
PRINTED NAME AND TITLE

3/25/25

DATE

City of Ingleside, TX

OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 14

Deliberate and take appropriate action on the approval of final pay application and project closeout on the Animal Control Facility.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Hurricane Harvey destroyed the City Animal Shelter in 2017, so the City has been using a temporary building ever since. This project allowed the City of Ingleside to have its own permanent animal control facility. Hanson Professional Services, along with Shelter Planners of America, was the firm selected to design, bid and oversee the construction of the Animal Control Facility. On June 29, 2023, Bids were publicly opened for this project. On August 8, 2023, the contract was awarded to Progressive Structures Inc. for the amount not to exceed \$1,900,000.00. Notice to proceed was issued on October 25, 2023, which started the clock on the 320 calendar days to complete the project. On Friday, November 17, 2023, a groundbreaking ceremony was held at the site selected for the Animal Control Facility. This was attended by the Mayor, several members of the City Council, the City Manager, several other City employees, including ACO Officers and the Chief of Police. Members of the public were also present. A ribbon-cutting ceremony was held on February 25th, 2025 and the move-in was official at that time. The project has been completed and is now in the closeout phase.

FISCAL ANALYSIS:

The total bid price for this project is \$1,564,100.00. The City Council amended this with a stipulation of awarding this contract with a Not to Exceed \$1,900,000.00. The project was completed well within this amount. In order to close out this project, a final pay application must be approved in the amount of \$13,103.37, plus the retainage Final Pay App of \$76,885.33.

RECOMMENDATION:

Staff recommends approval of this final pay application in the total amount of \$89,988.70 to closeout the project.

ATTACHMENTS:

1. Ingleside Animal Shelter Invoice #11 Final Pay App
2. Ingleside Animal Shelter Invoice #12R Retainage Final Pay App
3. AIA AOB

4. AIA G707 Consent of Surety
5. Final pay app 2025 01-31 Progressive Structures Inc._Certificate of Substantial Completion

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

TO OWNER: City of Ingleside
2425 8th Street
Ingleside, TX 78362

PROJECT: Ingleside Animal Shelter

APPLICATION NO.: 11
PERIOD TO: 3/25/2025
P.O.#:

Distribution to:
☒ OWNER
☒ ARCHITECT
☐ CONTRACTOR

FROM CONTRACTOR: Progressive Structures, Inc.
P. O. Box 270713
Corpus Christi, TX 78427-0713

VIA ARCHITECT: Hanson Professional Services, Inc.
Shelter Planners of America

CONTRACT DATE: 8/24/2023

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

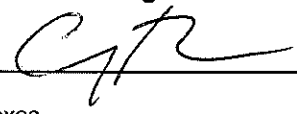
Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$1,564,100.00
2. Net change by Changer Orders.....	(\$26,393.31)
3. CONTRACT SUM TO DATE (Line 1 + 2).....	\$1,537,706.69
4. TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$1,537,706.69
5. RETAINAGE:	
a. 5% of Completed Work (Columns D + E on G703)	\$76,885.33
b. % of Stored Material (Column F on G703)	
Total Retainage (Line 5a + 5b or Total in Column I of G703).....	\$76,885.33
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$1,460,821.36
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$1,447,717.99
8. CURRENT PAYMENT DUE.....	\$13,103.37
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$76,885.33

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	
Total approved this Month	(\$26,393.31)	
TOTALS	(\$26,393.31)	
NET CHANGES by Change Order	(\$26,393.31)	

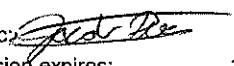
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

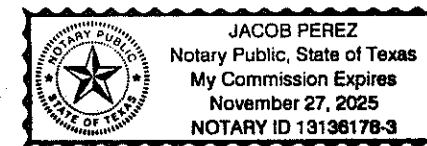
CONTRACTOR: **Progressive Structures, Inc.**

By: 

Date: 3/25/2025

State of: Texas
County of: Nueces
Subscribed and sworn to before
me this 25th day of March, 2025.

Notary Public: 
My Commission expires: 11/27/2025



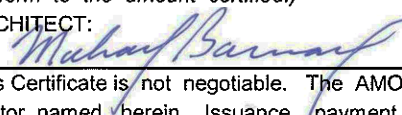
ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$ 13,103.37

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: 

Date: 4/2/25

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 11
APPLICATION DATE: 3/25/2025
PERIOD TO: 3/25/2025
ARCHITECT'S PROJECT NO:

Ingleside Animal Shelter

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)		
1	PERFORMANCE AND PAYMENT BONDS	20,423.45	20,423.45	0.00		20,423.45	100%	0.00	1,021.17
2	CONTRACTOR CITY REGISTRATION FEE	136.00	136.00	0.00		136.00	100%	0.00	6.80
3	ORACLE SUBMITTAL EXCHANGE REGISTRATION	3,234.00	3,234.00	0.00		3,234.00	100%	0.00	161.70
4	GENERAL REQUIREMENTS (SUPERVISION / TRAILER / TEMPORARY FACILITIES / CLEANING)	89,800.00	85,758.00	4,042.00		89,800.00	100%	0.00	4,490.00
5	ALLOWANCES - CAAA#1 \$33,214.00 CAAA#2 (\$23,163.65) CAAA#3 (\$2,751.00) CAAA#4 (\$3,700.00) CAAA#5 (\$7,206.04)	30,000.00	0.00	30,000.00		30,000.00	100%	0.00	1,500.00
6	TERMITE PRE-TREAT	2,400.00	2,400.00	0.00		2,400.00	100%	0.00	120.00
7	SITWORK MOBILIZATION AND SITE SURVEYING	16,005.00	16,005.00	0.00		16,005.00	100%	0.00	800.25
8	EROSION CONTROL 50LF FILTER SOCK	453.48	453.48	0.00		453.48	100%	0.00	22.67
9	CONSTRUCTION ENTRANCE	2,934.25	2,934.25	0.00		2,934.25	100%	0.00	146.71
10	STRIP TOPSOIL, ROUGH GRADE, EXCAVATE FOUNDATION 1318 CY	8,086.26	8,086.26	0.00		8,086.26	100%	0.00	404.31
11	MOISTURE CONDITION & RECOMPACT FOUNDATION SUBGRADE 5712 SF	2,742.62	2,742.62	0.00		2,742.62	100%	0.00	137.13
12	IMPORT AND PLACE SELECT FILL WITH 5' OVERBUILD 723 CY	14,464.52	14,464.52	0.00		14,464.52	100%	0.00	723.23
13	IMPORT AND PLACE CALICHE BASE 766 TONS	29,709.65	29,709.65	0.00		29,709.65	100%	0.00	1,485.48
14	IMPORT AND PLACE SELECT FILL TO BALANCE THE SITE 1691 CY	33,830.57	33,830.57	0.00		33,830.57	100%	0.00	1,691.53
15	SUBGRADE PREP 2323 SY	8,055.58	8,055.58	0.00		8,055.58	100%	0.00	402.78
16	BACKFILL AND FINISH GRADE 620 CY	8,600.02	8,600.02	0.00		8,600.02	100%	0.00	430.00
17	CONCRETE PAVING 3271 SF	25,303.64	25,303.64	0.00		25,303.64	100%	0.00	1,265.18
18	ADDITIONAL WALKS 1368 SF	10,217.59	10,217.59	0.00		10,217.59	100%	0.00	510.88
19	TREE CLEARING	3,414.40	3,414.40	0.00		3,414.40	100%	0.00	170.72
20	15" RCP 48LF AMERITEX	3,130.58	3,130.58	0.00		3,130.58	100%	0.00	156.53
21	ASPHALT 15,539 SF PRIMER OIL / HOT MIX TYPE D ASPHALT / STRIPING & STOPS / ADA SIGNAGE	50,700.64	50,700.64	0.00		50,700.64	100%	0.00	2,535.03
22	FOUNDATION BUILDING PAD	33,600.00	33,600.00	0.00		33,600.00	100%	0.00	1,680.00
23	FOUNDATION REINFORCING STEEL MATERIAL	4,161.30	4,161.30	0.00		4,161.30	100%	0.00	208.07
24	FOUNDATION READYMIX MATERIAL	18,005.63	18,005.63	0.00		18,005.63	100%	0.00	900.28
25	FOUNDATION EQUIPMENT/LABOR & MISC. ACCESSORIES	45,827.65	45,827.65	0.00		45,827.65	100%	0.00	2,291.38
26	OUTDOOR KENNEL FENCING	10,083.15	10,083.15	0.00		10,083.15	100%	0.00	504.16
27	PERIMETER SITE FENCING WITH GATE	14,164.43	14,164.43	0.00		14,164.43	100%	0.00	708.22
28	DUMPSTER ENCLOSURE	9,704.37	9,704.37	0.00		9,704.37	100%	0.00	485.22
29	PAINTING	16,490.00	16,490.00	0.00		16,490.00	100%	0.00	824.50
30	FLOOR SEALER	1,648.00	1,648.00	0.00		1,648.00	100%	0.00	82.40
31	POLISHED / DENSIFIED / STAINED CONCRETE AREA	12,389.00	12,389.00	0.00		12,389.00	100%	0.00	619.45
32	EPOXY FLOORING	54,370.00	54,370.00	0.00		54,370.00	100%	0.00	2,718.50
33	THIN STONE VENEER	12,515.00	12,515.00	0.00		12,515.00	100%	0.00	625.75
34	MILLWORK	52,250.00	52,250.00	0.00		52,250.00	100%	0.00	2,612.50
35	ROOF TRUSSES - MATERIALS	9,591.26	9,591.26	0.00		9,591.26	100%	0.00	479.56
36	WALL FRAMING - MATERIALS	13,753.00	13,753.00	0.00		13,753.00	100%	0.00	687.65
37	EXTERIOR SHEATHING AND SIDING - MATERIALS	36,000.00	36,000.00	0.00		36,000.00	100%	0.00	1,800.00
38	WOOD FRAMING LABOR & EQUIPMENT	76,000.00	76,000.00	0.00		76,000.00	100%	0.00	3,800.00

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39	SHEETROCK & INSULATION - MATERIALS	19,744.84	19,744.84	0.00		19,744.84	100%	0.00	987.24
40	SHEETROCK & INSULATION - LABOR	7,200.00	7,200.00	0.00		7,200.00	100%	0.00	360.00
41	ACOUSTICAL CEILINGS	33,210.00	33,210.00	0.00		33,210.00	100%	0.00	1,660.50
42	FRP	49,815.00	49,815.00	0.00		49,815.00	100%	0.00	2,490.75
43	ROOFING	23,000.00	23,000.00	0.00		23,000.00	100%	0.00	1,150.00
44	HOLLOW METAL DOORS AND FRAMES - MATERIALS	21,073.25	21,073.25	0.00		21,073.25	100%	0.00	1,053.66
45	HOLLOW METAL DOORS AND FRAMES - LABOR	8,429.30	8,429.30	0.00		8,429.30	100%	0.00	421.47
46	FINISH HARDWARE - MATERIALS	14,927.33	14,927.33	0.00		14,927.33	100%	0.00	746.37
47	FINISH HARDWARE - LABOR	3,841.20	3,841.20	0.00		3,841.20	100%	0.00	192.06
48	VINYL WINDOWS AND DOORS - MATERIALS	26,287.68	26,287.68	0.00		26,287.68	100%	0.00	1,314.38
49	VINYL WINDOWS AND DOORS - LABOR	7,042.20	7,042.20	0.00		7,042.20	100%	0.00	352.11
50	MISC. GLASS & GLAZING	3,578.00	3,578.00	0.00		3,578.00	100%	0.00	178.90
51	RESILIENT FLOOR BASE	1,700.00	1,700.00	0.00		1,700.00	100%	0.00	85.00
52	ROOM ID SIGNAGE	1,100.00	1,100.00	0.00		1,100.00	100%	0.00	55.00
53	TOILET AND BATH ACCESSORIES - MATERIALS	2,518.12	2,518.12	0.00		2,518.12	100%	0.00	125.91
54	TOILET AND BATH ACCESSORIES - LABOR	800.25	800.25	0.00		800.25	100%	0.00	40.01
55	KNOX BOX AND FIRE EXTINGUISHER CABINETS AND EXTINGUISHERS - MATERIALS	2,635.49	2,635.49	0.00		2,635.49	100%	0.00	131.77
56	METAL LOCKERS - MATERIALS	2,059.31	2,059.31	0.00		2,059.31	100%	0.00	102.97
57	METAL LOCKERS - LABOR	373.45	373.45	0.00		373.45	100%	0.00	18.67
58	DOG KENNELS MATERIAL	52,571.09	52,571.09	0.00		52,571.09	100%	0.00	2,628.55
59	DOG KENNELS LABOR	12,163.80	12,163.80	0.00		12,163.80	100%	0.00	608.19
60	CAT CONDOS AND MISC. ENCLOSURES - MATERIAL	41,694.09	41,694.09	0.00		41,694.09	100%	0.00	2,084.70
61	CAT CONDOS AND MISC. ENCLOSURES - LABOR	4,481.40	4,481.40	0.00		4,481.40	100%	0.00	224.07
62	BATHING STATION	4,855.92	4,855.92	0.00		4,855.92	100%	0.00	242.80
63	EXAM CABINET	2,961.99	2,961.99	0.00		2,961.99	100%	0.00	148.10
64	FLOOR SCALE	1,020.05	1,020.05	0.00		1,020.05	100%	0.00	51.00
65	WINDOW BLINDS	2,135.00	2,135.00	0.00		2,135.00	100%	0.00	106.75
66	8" SDR City main sewer and 2 manholes	56,657.70	56,657.70	0.00		56,657.70	100%	0.00	2,832.89
67	Run sewer and water services to building	18,590.34	18,590.34	0.00		18,590.34	100%	0.00	929.52
68	Plumbing Rough-In (In Slab)	33,077.00	33,077.00	0.00		33,077.00	100%	0.00	1,653.85
69	TOP OUT WATER AND DRAIN LINES	36,278.00	36,278.00	0.00		36,278.00	100%	0.00	1,813.90
70	PLUMBING FIXTURE SET	28,809.00	28,809.00	0.00		28,809.00	100%	0.00	1,440.45
71	HVAC MOBILIZATION	2,677.50	2,677.50	0.00		2,677.50	100%	0.00	133.88
72	SPLIT SYSTEM MATERIALS	24,633.00	24,633.00	0.00		24,633.00	100%	0.00	1,231.65
73	ERV UNIT MATERIAL	21,045.15	21,045.15	0.00		21,045.15	100%	0.00	1,052.26
74	EXHAUST FANS MATERIAL	2,943.11	2,943.11	0.00		2,943.11	100%	0.00	147.16
75	GRAVITY HOODS MATERIAL	4,297.92	4,297.92	0.00		4,297.92	100%	0.00	214.90
76	SHEET METAL SHOP MATERIAL	7,516.28	7,516.28	0.00		7,516.28	100%	0.00	375.81
77	HVAC PIPING MATERIAL	2,721.41	2,721.41	0.00		2,721.41	100%	0.00	136.07
78	EQUIPMENT START UP LABOR	2,989.16	2,989.16	0.00		2,989.16	100%	0.00	149.46
79	SPLIT SYSTEM INSTALL LABOR	2,627.16	2,627.16	0.00		2,627.16	100%	0.00	131.36
80	ERV UNIT INSTALL LABOR	1,642.91	1,642.91	0.00		1,642.91	100%	0.00	82.15
81	EXHAUST FANS INSTALL LABOR	986.39	986.39	0.00		986.39	100%	0.00	49.32
82	GRAVITY HOODS INSTALL LABOR	1,970.64	1,970.64	0.00		1,970.64	100%	0.00	98.53
83	SHEET METAL SHOP LABOR	5,087.25	5,087.25	0.00		5,087.25	100%	0.00	254.36
84	SHEET METAL INSTALL LABOR	16,001.81	16,001.81	0.00		16,001.81	100%	0.00	800.09
85	HVAC PIPING INSTALL LABOR	5,251.11	5,251.11	0.00		5,251.11	100%	0.00	262.56
86	HVAC INSULATION MATERIAL & LABOR	16,606.93	16,606.93	0.00		16,606.93	100%	0.00	830.35
87	TEST ADJUST AND BALANCE	6,144.33	0.00	6,144.33		6,144.33	100%	0.00	307.22

88	ELECTRICAL MOBILIZATION	8,568.00	8,568.00	0.00		8,568.00	100%	0.00	428.40
89	ELECTRICAL SUBMITTALS	3,748.50	3,748.50	0.00		3,748.50	100%	0.00	187.43
90	TEMPORARY POWER LABOR	3,748.50	3,748.50	0.00		3,748.50	100%	0.00	187.43
91	TEMPORARY POWER MATERIALS	2,677.50	2,677.50	0.00		2,677.50	100%	0.00	133.88
92	SWITCHGEAR AND FIXTURES	41,057.86	41,057.86	0.00		41,057.86	100%	0.00	2,052.89
93	ELECTRICAL RENTAL EQUIPMENT	1,606.50	1,606.50	0.00		1,606.50	100%	0.00	80.33
94	ELECTRICAL FEEDER MATERIAL	7,470.20	7,470.20	0.00		7,470.20	100%	0.00	373.51
95	INTERIOR MATERIALS (BRANCH CONDUIT AND WIRE)	16,332.75	16,332.75	0.00		16,332.75	100%	0.00	816.64
96	ELECTRICAL WALL ROUGH IN	8,455.55	8,455.55	0.00		8,455.55	100%	0.00	422.78
97	ELECTRICAL OVERHEAD ROUGH IN	24,097.50	24,097.50	0.00		24,097.50	100%	0.00	1,204.88
98	ELECTRICAL CEILING TRIM OUT	5,355.00	5,355.00	0.00		5,355.00	100%	0.00	267.75
99	ELECTRICAL WALL TRIM OUT	1,606.50	1,606.50	0.00		1,606.50	100%	0.00	80.33
100	ELECTRICAL ROOM BUILD OUT	2,677.50	2,677.50	0.00		2,677.50	100%	0.00	133.88
101	SITE UNDERGROUND ROUGH-IN	2,730.24	2,730.24	0.00		2,730.24	100%	0.00	136.51
102	Change Order #1	(26,393.31)	0.00	(26,393.31)		(26,393.31)	100%	0.00	(1,319.67)
		1,537,706.69	1,523,913.67	13,793.02	0.00	1,537,706.69	100%	0.00	76,885.33

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

TO OWNER: City of Ingleside
2425 8th Street
Ingleside, TX 78362

PROJECT: Ingleside Animal Shelter

APPLICATION NO.: 12R
PERIOD TO: 3/25/2025
P.O.#:

Distribution to:
☒ OWNER
☒ ARCHITECT
☐ CONTRACTOR
☐

FROM CONTRACTOR: Progressive Structures, Inc.
P. O. Box 270713
Corpus Christi, TX 78427-0713

VIA ARCHITECT: Hanson Professional Services, Inc.
Shelter Planners of America

CONTRACT DATE: 8/24/2023

RETAINAGE

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

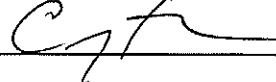
Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. **ORIGINAL CONTRACT SUM**..... \$1,564,100.00
2. **Net change by Changer Orders**..... (\$26,393.31)
3. **CONTRACT SUM TO DATE (Line 1 + 2)**..... \$1,537,706.69
4. **TOTAL COMPLETED & STORED TO DATE**..... \$1,537,706.69
(Column G on G703)
5. **RETAINAGE:**
a. 0% of Completed Work \$0.00
(Columns D + E on G703)
b. % of Stored Material
(Column F on G703)
Total Retainage (Line 5a + 5b or
Total in Column I of G703)..... \$0.00
6. **TOTAL EARNED LESS RETAINAGE**..... \$1,537,706.69
(Line 4 less Line 5 Total)
7. **LESS PREVIOUS CERTIFICATES FOR PAYMENT**
(Line 6 from prior Certificate)..... \$1,460,821.36
8. **CURRENT PAYMENT DUE**..... \$76,885.33
9. **BALANCE TO FINISH, INCLUDING RETAINAGE**
(Line 3 less Line 6) \$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	
Total approved this Month	(\$26,393.31)	
TOTALS	(\$26,393.31)	
NET CHANGES by Change Order	(\$26,393.31)	

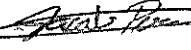
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

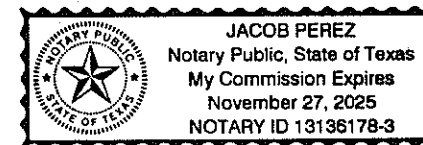
CONTRACTOR: **Progressive Structures, Inc.**

By: 

Date: 3/25/2025

State of: Texas
County of: Nueces
Subscribed and sworn to before
me this 25th day of March, 2025.

Notary Public 
My Commission expires: 11/27/2025

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 76,885.33

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By:  Date: 4/2/25

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 12R
APPLICATION DATE: 3/25/2025
PERIOD TO: 3/25/2025
ARCHITECT'S PROJECT NO: RETAINAGE

Ingleside Animal Shelter

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C-G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)		
1	PERFORMANCE AND PAYMENT BONDS	20,423.45	20,423.45	0.00		20,423.45	100%	0.00	1,021.17
2	CONTRACTOR CITY REGISTRATION FEE	136.00	136.00	0.00		136.00	100%	0.00	6.80
3	ORACLE SUBMITTAL EXCHANGE REGISTRATION	3,234.00	3,234.00	0.00		3,234.00	100%	0.00	161.70
4	GENERAL REQUIREMENTS (SUPERVISION / TRAILER / TEMPORARY FACILITIES / CLEANING)	89,800.00	89,800.00	0.00		89,800.00	100%	0.00	4,490.00
5	ALLOWANCES - CAAA#1 \$33,214.00 CAAA#2 (\$23,163.65) CAAA#3 (\$2,751.00) CAAA#4 (\$3,700.00) CAAA#5 (\$7,206.04)	30,000.00	30,000.00	0.00		30,000.00	100%	0.00	1,500.00
6	TERMITE PRE-TREAT	2,400.00	2,400.00	0.00		2,400.00	100%	0.00	120.00
7	SITEWORK MOBILIZATION AND SITE SURVEYING	16,005.00	16,005.00	0.00		16,005.00	100%	0.00	800.25
8	EROSION CONTROL 50LF FILTER SOCK	453.48	453.48	0.00		453.48	100%	0.00	22.67
9	CONSTRUCTION ENTRANCE	2,934.25	2,934.25	0.00		2,934.25	100%	0.00	146.71
10	STRIP TOPSOIL, ROUGH GRADE, EXCAVATE FOUNDATION 1318 CY	8,086.26	8,086.26	0.00		8,086.26	100%	0.00	404.31
11	MOISTURE CONDITION & RECOMPACT FOUNDATION SUBGRADE 5712 SF	2,742.62	2,742.62	0.00		2,742.62	100%	0.00	137.13
12	IMPORT AND PLACE SELECT FILL WITH 5' OVERBUILD 723 CY	14,464.52	14,464.52	0.00		14,464.52	100%	0.00	723.23
13	IMPORT AND PLACE CALICHE BASE 766 TONS	29,709.65	29,709.65	0.00		29,709.65	100%	0.00	1,485.48
14	IMPORT AND PLACE SELECT FILL TO BALANCE THE SITE 1691 CY	33,830.57	33,830.57	0.00		33,830.57	100%	0.00	1,691.53
15	SUBGRADE PREP 2323 SY	8,055.58	8,055.58	0.00		8,055.58	100%	0.00	402.78
16	BACKFILL AND FINISH GRADE 620 CY	8,600.02	8,600.02	0.00		8,600.02	100%	0.00	430.00
17	CONCRETE PAVING 3271 SF	25,303.64	25,303.64	0.00		25,303.64	100%	0.00	1,265.18
18	ADDITIONAL WALKS 1368 SF	10,217.59	10,217.59	0.00		10,217.59	100%	0.00	510.88
19	TREE CLEARING	3,414.40	3,414.40	0.00		3,414.40	100%	0.00	170.72
20	15" RCP 48LF AMERITEX	3,130.58	3,130.58	0.00		3,130.58	100%	0.00	156.53
21	ASPHALT 15,539 SF PRIMER OIL / HOT MIX TYPE D ASPHALT / STRIPING & STOPS / ADA SIGNAGE	50,700.64	50,700.64	0.00		50,700.64	100%	0.00	2,535.03
22	FOUNDATION BUILDING PAD	33,600.00	33,600.00	0.00		33,600.00	100%	0.00	1,680.00
23	FOUNDATION REINFORCING STEEL MATERIAL	4,161.30	4,161.30	0.00		4,161.30	100%	0.00	208.07
24	FOUNDATION READYMIX MATERIAL	18,005.63	18,005.63	0.00		18,005.63	100%	0.00	900.28
25	FOUNDATION EQUIPMENT/LABOR & MISC. ACCESSORIES	45,827.65	45,827.65	0.00		45,827.65	100%	0.00	2,291.38
26	OUTDOOR KENNEL FENCING	10,083.15	10,083.15	0.00		10,083.15	100%	0.00	504.16
27	PERIMETER SITE FENCING WITH GATE	14,164.43	14,164.43	0.00		14,164.43	100%	0.00	708.22
28	DUMPSTER ENCLOSURE	9,704.37	9,704.37	0.00		9,704.37	100%	0.00	485.22
29	PAINTING	16,490.00	16,490.00	0.00		16,490.00	100%	0.00	824.50
30	FLOOR SEALER	1,648.00	1,648.00	0.00		1,648.00	100%	0.00	82.40
31	POLISHED / DENSIFIED / STAINED CONCRETE AREA	12,389.00	12,389.00	0.00		12,389.00	100%	0.00	619.45
32	EPOXY FLOORING	54,370.00	54,370.00	0.00		54,370.00	100%	0.00	2,718.50
33	THIN STONE VENEER	12,515.00	12,515.00	0.00		12,515.00	100%	0.00	625.75
34	MILLWORK	52,250.00	52,250.00	0.00		52,250.00	100%	0.00	2,612.50
35	ROOF TRUSSES - MATERIALS	9,591.26	9,591.26	0.00		9,591.26	100%	0.00	479.56
36	WALL FRAMING - MATERIALS	13,753.00	13,753.00	0.00		13,753.00	100%	0.00	687.65
37	EXTERIOR SHEATHING AND SIDING - MATERIALS	36,000.00	36,000.00	0.00		36,000.00	100%	0.00	1,800.00
38	WOOD FRAMING LABOR & EQUIPMENT	76,000.00	76,000.00	0.00		76,000.00	100%	0.00	3,800.00

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39	SHEETROCK & INSULATION - MATERIALS	19,744.84	19,744.84	0.00		19,744.84	100%	0.00	987.24
40	SHEETROCK & INSULATION - LABOR	7,200.00	7,200.00	0.00		7,200.00	100%	0.00	360.00
41	ACOUSTICAL CEILINGS	33,210.00	33,210.00	0.00		33,210.00	100%	0.00	1,660.50
42	FRP	49,815.00	49,815.00	0.00		49,815.00	100%	0.00	2,490.75
43	ROOFING	23,000.00	23,000.00	0.00		23,000.00	100%	0.00	1,150.00
44	HOLLOW METAL DOORS AND FRAMES - MATERIALS	21,073.25	21,073.25	0.00		21,073.25	100%	0.00	1,053.66
45	HOLLOW METAL DOORS AND FRAMES - LABOR	8,429.30	8,429.30	0.00		8,429.30	100%	0.00	421.47
46	FINISH HARDWARE - MATERIALS	14,927.33	14,927.33	0.00		14,927.33	100%	0.00	746.37
47	FINISH HARDWARE - LABOR	3,841.20	3,841.20	0.00		3,841.20	100%	0.00	192.06
48	VINYL WINDOWS AND DOORS - MATERIALS	26,287.68	26,287.68	0.00		26,287.68	100%	0.00	1,314.38
49	VINYL WINDOWS AND DOORS - LABOR	7,042.20	7,042.20	0.00		7,042.20	100%	0.00	352.11
50	MISC. GLASS & GLAZING	3,578.00	3,578.00	0.00		3,578.00	100%	0.00	178.90
51	RESILIENT FLOOR BASE	1,700.00	1,700.00	0.00		1,700.00	100%	0.00	85.00
52	ROOM ID SIGNAGE	1,100.00	1,100.00	0.00		1,100.00	100%	0.00	55.00
53	TOILET AND BATH ACCESSORIES - MATERIALS	2,518.12	2,518.12	0.00		2,518.12	100%	0.00	125.91
54	TOILET AND BATH ACCESSORIES - LABOR	800.25	800.25	0.00		800.25	100%	0.00	40.01
55	KNOX BOX AND FIRE EXTINGUISHER CABINETS AND EXTINGUISHERS - MATERIALS	2,635.49	2,635.49	0.00		2,635.49	100%	0.00	131.77
56	METAL LOCKERS - MATERIALS	2,059.31	2,059.31	0.00		2,059.31	100%	0.00	102.97
57	METAL LOCKERS - LABOR	373.45	373.45	0.00		373.45	100%	0.00	18.67
58	DOG KENNELS MATERIAL	52,571.09	52,571.09	0.00		52,571.09	100%	0.00	2,628.55
59	DOG KENNELS LABOR	12,163.80	12,163.80	0.00		12,163.80	100%	0.00	608.19
60	CAT CONDOS AND MISC. ENCLOSURES - MATERIAL	41,694.09	41,694.09	0.00		41,694.09	100%	0.00	2,084.70
61	CAT CONDOS AND MISC. ENCLOSURES - LABOR	4,481.40	4,481.40	0.00		4,481.40	100%	0.00	224.07
62	BATHING STATION	4,855.92	4,855.92	0.00		4,855.92	100%	0.00	242.80
63	EXAM CABINET	2,961.99	2,961.99	0.00		2,961.99	100%	0.00	148.10
64	FLOOR SCALE	1,020.05	1,020.05	0.00		1,020.05	100%	0.00	51.00
65	WINDOW BLINDS	2,135.00	2,135.00	0.00		2,135.00	100%	0.00	106.75
66	8" SDR City main sewer and 2 manholes	56,657.70	56,657.70	0.00		56,657.70	100%	0.00	2,832.89
67	Run sewer and water services to building	18,590.34	18,590.34	0.00		18,590.34	100%	0.00	929.52
68	Plumbing Rough-In (In Slab)	33,077.00	33,077.00	0.00		33,077.00	100%	0.00	1,653.85
69	TOP OUT WATER AND DRAIN LINES	36,278.00	36,278.00	0.00		36,278.00	100%	0.00	1,813.90
70	PLUMBING FIXTURE SET	28,809.00	28,809.00	0.00		28,809.00	100%	0.00	1,440.45
71	HVAC MOBILIZATION	2,677.50	2,677.50	0.00		2,677.50	100%	0.00	133.88
72	SPLIT SYSTEM MATERIALS	24,633.00	24,633.00	0.00		24,633.00	100%	0.00	1,231.65
73	ERV UNIT MATERIAL	21,045.15	21,045.15	0.00		21,045.15	100%	0.00	1,052.26
74	EXHAUST FANS MATERIAL	2,943.11	2,943.11	0.00		2,943.11	100%	0.00	147.16
75	GRAVITY HOODS MATERIAL	4,297.92	4,297.92	0.00		4,297.92	100%	0.00	214.90
76	SHEET METAL SHOP MATERIAL	7,516.28	7,516.28	0.00		7,516.28	100%	0.00	375.81
77	HVAC PIPING MATERIAL	2,721.41	2,721.41	0.00		2,721.41	100%	0.00	136.07
78	EQUIPMENT START UP LABOR	2,989.16	2,989.16	0.00		2,989.16	100%	0.00	149.46
79	SPLIT SYSTEM INSTALL LABOR	2,627.16	2,627.16	0.00		2,627.16	100%	0.00	131.36
80	ERV UNIT INSTALL LABOR	1,642.91	1,642.91	0.00		1,642.91	100%	0.00	82.15
81	EXHAUST FANS INSTALL LABOR	986.39	986.39	0.00		986.39	100%	0.00	49.32
82	GRAVITY HOODS INSTALL LABOR	1,970.64	1,970.64	0.00		1,970.64	100%	0.00	98.53
83	SHEET METAL SHOP LABOR	5,087.25	5,087.25	0.00		5,087.25	100%	0.00	254.36
84	SHEET METAL INSTALL LABOR	16,001.81	16,001.81	0.00		16,001.81	100%	0.00	800.09
85	HVAC PIPING INSTALL LABOR	5,251.11	5,251.11	0.00		5,251.11	100%	0.00	262.56
86	HVAC INSULATION MATERIAL & LABOR	16,606.93	16,606.93	0.00		16,606.93	100%	0.00	830.35
87	TEST ADJUST AND BALANCE	6,144.33	6,144.33	0.00		6,144.33	100%	0.00	307.22

88	ELECTRICAL MOBILIZATION	8,568.00	8,568.00	0.00		8,568.00	100%	0.00	428.40
89	ELECTRICAL SUBMITTALS	3,748.50	3,748.50	0.00		3,748.50	100%	0.00	187.43
90	TEMPORARY POWER LABOR	3,748.50	3,748.50	0.00		3,748.50	100%	0.00	187.43
91	TEMPORARY POWER MATERIALS	2,677.50	2,677.50	0.00		2,677.50	100%	0.00	133.88
92	SWITCHGEAR AND FIXTURES	41,057.86	41,057.86	0.00		41,057.86	100%	0.00	2,052.89
93	ELECTRICAL RENTAL EQUIPMENT	1,606.50	1,606.50	0.00		1,606.50	100%	0.00	80.33
94	ELECTRICAL FEEDER MATERIAL	7,470.20	7,470.20	0.00		7,470.20	100%	0.00	373.51
95	INTERIOR MATERIALS (BRANCH CONDUIT AND WIRE)	16,332.75	16,332.75	0.00		16,332.75	100%	0.00	816.64
96	ELECTRICAL WALL ROUGH IN	8,455.55	8,455.55	0.00		8,455.55	100%	0.00	422.78
97	ELECTRICAL OVERHEAD ROUGH IN	24,097.50	24,097.50	0.00		24,097.50	100%	0.00	1,204.88
98	ELECTRICAL CEILING TRIM OUT	5,355.00	5,355.00	0.00		5,355.00	100%	0.00	267.75
99	ELECTRICAL WALL TRIM OUT	1,606.50	1,606.50	0.00		1,606.50	100%	0.00	80.33
100	ELECTRICAL ROOM BUILD OUT	2,677.50	2,677.50	0.00		2,677.50	100%	0.00	133.88
101	SITE UNDERGROUND ROUGH-IN	2,730.24	2,730.24	0.00		2,730.24	100%	0.00	136.51
102	Change Order #1	(26,393.31)	(26,393.31)	0.00		(26,393.31)	100%	0.00	(1,319.67)
		1,537,706.69	1,537,706.69	0.00	0.00	1,537,706.69	100%	0.00	76,885.33

AIA® Document G706® – 1994

Contractor's Affidavit of Payment of Debts and Claims

PROJECT: <i>(Name and address)</i> City of Ingleside, TX New Animal Shelter	ARCHITECT'S PROJECT NUMBER:	OWNER: ☐
		ARCHITECT: ☐
		CONTRACTOR: ☐
		SURETY: ☐
		OTHER: ☐
TO OWNER: <i>(Name and address)</i> City of Ingleside, TX 2425 8th Street, Ingleside, TX 78362	CONTRACT FOR: CONTRACT DATED: 8/24/2023	

STATE OF: Texas
COUNTY OF: San Patricio County

The undersigned hereby certifies that, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or Owner's property might in any way be held responsible or encumbered.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA Document G707, Consent of Surety, may be used for this purpose

Indicate Attachment ☐ Yes ☒ No

The following supporting documents should be attached hereto if required by the Owner:

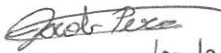
1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.
3. Contractor's Affidavit of Release of Liens (AIA Document G706A).

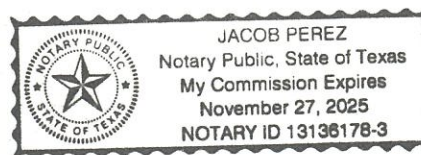
CONTRACTOR: *(Name and address)*
Progressive Structures, Inc.
6133 Ayers Street, Corpus Christi, TX 78415

BY:


(Signature of authorized representative)
Craig Baldree, President
(Printed name and title)

Subscribed and sworn to before me on this date: 3/25/25

Notary Public: 
My Commission Expires: 11/27/25





AIA® Document G706®A – 1994

Contractor's Affidavit of Release of Liens

PROJECT: <i>(Name and address)</i> City of Ingleside, TX New Animal Shelter	ARCHITECT'S PROJECT NUMBER:	OWNER: ☐
		ARCHITECT: ☐
TO OWNER: <i>(Name and address)</i> City of Ingleside, TX 2425 8th Street, Ingleside, TX 78362	CONTRACT FOR: CONTRACT DATED: 8/24/2023	CONTRACTOR: ☐
		SURETY: ☐
		OTHER: ☐

STATE OF: Texas
COUNTY OF: San Patricio County

The undersigned hereby certifies that to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR: *(Name and address)*

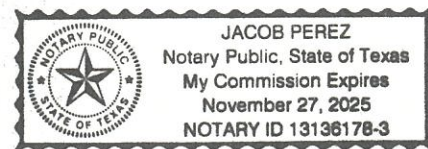
Progressive Structures, Inc.
6133 Ayers Street, Corpus Christi, TX 78415

BY:


(Signature of authorized representative)
Craig Baldree, President
(Printed name and title)

Subscribed and sworn to before me on this date: 3/25/25

Notary Public: 
My Commission Expires: 11/27/25



CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

CONTRACTOR: Progressive Structures, Inc.

PROJECT NAME: Ingleside Animal Shelter

Payment Application # 11 Period ending 3/25/25

On receipt by the signer of this document of a check from City of Ingleside in the sum of \$ 13,103.37 payable to Progressive Structures, Inc. and when the check has been properly endorsed and has been paid by the bank of financial institution on which it is drawn, this document becomes effective to release any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule or statute related to claim or payments rights for persons in the signer's position that the signer has on the property of City of Ingleside (Owner) located at 1480 4th Street Ingleside, TX 78362 (location) to the following extent: Ingleside Animal Shelter (job description).

This release covers final payment for all labor, services, equipment, or materials furnished to the property or to City of Ingleside (person with whom signer contracted) as indicated in the attached statement (s) or progress payment request (s), pending modifications and changes, or other items furnished. Before any recipient of this document relies on this document, the recipient should verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received from this progress payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project in regard to the attached statement(s) or progress payment request(s).

Date: 3/25/25

Contractor: PROGRESSIVE STRUCTURES, INC.

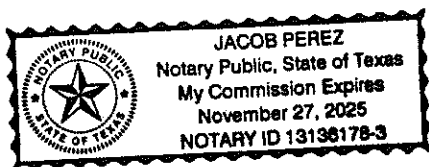
By: [Signature] (Signature)

Name: Craig Baldree

Title: President

SUBSCRIBED AND SWORN TO BEFORE ME on March 25, 2025.

(Seal)



[Signature]
NOTARY PUBLIC, State of Texas

Jacob Perez
Type or Print Name of Notary
My Commission Expires: 11/27/25

CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

CONTRACTOR: Progressive Structures, Inc.

PROJECT NAME: Ingleside Animal Shelter

Payment Application # 12R Period ending 3/25/25

On receipt by the signer of this document of a check from City of Ingleside in the sum of \$ 76,885.33 payable to Progressive Structures, Inc. and when the check has been properly endorsed and has been paid by the bank of financial institution on which it is drawn, this document becomes effective to release any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule or statute related to claim or payments rights for persons in the signer's position that the signer has on the property of City of Ingleside (Owner) located at 1480 4th Street Ingleside, TX 78362 (location) to the following extent: Ingleside Animal Shelter (job description).

This release covers final payment for all labor, services, equipment, or materials furnished to the property or to City of Ingleside (person with whom signer contracted) as indicated in the attached statement (s) or progress payment request (s), pending modifications and changes, or other items furnished. Before any recipient of this document relies on this document, the recipient should verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received from this progress payment to promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project in regard to the attached statement(s) or progress payment request(s).

Date: 3/25/25

Contractor: PROGRESSIVE STRUCTURES, INC.

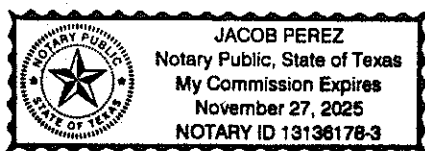
By: Craig Baldree (Signature)

Name: Craig Baldree

Title: President

SUBSCRIBED AND SWORN TO BEFORE ME on March 25, 2025.

(Seal)



Jacob Perez
NOTARY PUBLIC, State of Texas

Jacob Perez
Type or Print Name of Notary
My Commission Expires: 11/27/25



AIA® Document G707™ – 1994

Bond No. 100029715

Consent Of Surety to Final Payment

PROJECT: *(Name and address)*
City of Ingleside, TX New Animal
Shelter

ARCHITECT'S PROJECT NUMBER:

OWNER: ☐

ARCHITECT: ☐

CONTRACT FOR:

CONTRACTOR: ☐

TO OWNER: *(Name and address)*
City of Ingleside, TX
2425 8th Street, Ingleside, TX 78362

CONTRACT DATED: 8/24/2023

SURETY: ☐

OTHER: ☐

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Merchants Bonding Company (Mutual)
P.O. Box 14498
Des Moines, Iowa 50306-3498

, SURETY,

on bond of
(Insert name and address of Contractor)

Progressive Structures, Inc.
6133 Ayers Street, Corpus Christi, TX 78415

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall
not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

City of Ingleside, TX
2425 8th Street, Ingleside, TX 78362

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **March 26th, 2025**
(Insert in writing the month followed by the numeric date and year.)

Merchants Bonding Company (Mutual)

(Surety)

(Signature of authorized representative)

(Signature of authorized representative)

Tricia Balolong, Attorney in Facts

(Printed name and title)

Attest:
(Seal):





MERCHANTS BONDING COMPANY (MUTUAL) • P.O. BOX 14498 • DES MOINES, IOWA 50306-3498
PHONE: (800) 678-8171 • FAX: (515) 243-3854

ADDENDUM TO BOND

This Addendum is in reference to the bond(s) to which it is attached.

Merchants Bonding Company (Mutual) (“Merchants”) deems the digital or electronic image of Merchants’ corporate seal below affixed to the bond(s) to the same extent as if a raised corporate seal was physically stamped or impressed upon the bond(s). The digital or electronic seal below shall have the same force and effect as though manually fixed to the bond(s).

All terms of the bond(s) remain the same.

Signed and effective March 23, 2020.

MERCHANTS BONDING COMPANY (MUTUAL)



By: Larry Taylor
Larry Taylor, President

MERCHANTS
BONDING COMPANYTM
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Aaron Endris; Ben D Smith; Brian E Lewis; Jeffrey P Pratt; Norma Camarillo; Theresa Miller; Tricia Balolong

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and April 27, 2024 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015 and amended on April 27, 2024.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 29th day of July, 2024.



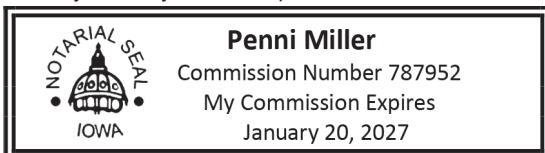
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 29th day of July, 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



(Expiration of notary's commission does not invalidate this instrument)

Penni Miller
Notary Public

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 26th day of March, 2025.



Elisabeth Sandersfeld
Secretary



AIA Document 0 – 201

Certificate of Substantial Completion

PROJECT: (name and address) City of Ingleside, TX New Animal Shelter	CONTRACT INFORMATION: Contract For: General Construction Date: August 24, 2023	CERTIFICATE INFORMATION: Certificate Number: 001 Date: January 28, 2025
OWNER: (name and address) City of Ingleside, TX 2425 8th Street Ingleside, TX 78362	ARCHITECT: (name and address) FMD Architects, Inc. dba Shelter Planners of America 1000 Texan Trail Suite 260 Grapevine, TX 76051	CONTRACTOR: (name and address) Progressive Structures, Inc. 6133 Ayers Street Corpus Christi, TX 78415

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

The entire project.

Shelter Planners of America ARCHITECT (Firm Name)	 SIGNATURE	Michael Barnard, Principal PRINTED NAME AND TITLE	January 29, 2025 at 12:00pm DATE OF SUBSTANTIAL COMPLETION
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WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Refer to attached list of items to be completed or corrected dated January 24, 2025.

Site Work will be reviewed at a later date.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within ~~fifteen~~ 15) days from the above date of Substantial Completion.

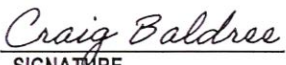
Cost estimate of Work to be completed or corrected: \$5,000

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner will be responsible for security, maintenance, heat, utilities, damage to the work, and insurance as of the time of substantial completion.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Progressive Structures, Inc. CONTRACTOR (Firm Name)	 SIGNATURE	Craig Baldree, President PRINTED NAME AND TITLE	1/30/2025 DATE
City of Ingleside, TX OWNER (Firm Name)	 SIGNATURE	Brenton B. Lewis, City Manager PRINTED NAME AND TITLE	1-31-2025 DATE

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 15

Deliberate and take appropriate action for the City Council to authorize the City Manager to negotiate with 6S Engineering, Inc. in response to the Requests for Qualifications (RFQ's) for Cove Park Improvements.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

The Cove Park Advisory Group met and discussed several options for improvements for the Cove Park area. A plan was discussed by the Cove Park Advisory Group to present to City Council for approval once the engineer is selected. A Request For Qualifications (RFQ) has been advertised for engineering on March 6th, 2025 and again on March 13th, 2025. Staff received one RFQ response submitted by 6S Engineering, Inc., it was opened publicly on April 3rd, 2025 at 2:00pm. During the survey, it was discovered that one lot of the Cove Park property belongs to a private resident who owns the property on the corner of Cove Park. Negotiations took place to exchange an interior lot for the exact same amount of acreage adjoining his current property. Staff are waiting to finalize the legal documents for the transfer of the property.

FISCAL ANALYSIS:

On the FY 24-25 budget there was \$250,000 for a study for Cove Park and \$500,000 for a grant match for Cove Park.

RECOMMENDATION:

Staff recommends City Council authorize the City Manager to negotiate with 6S Engineering, Inc. in response to the Requests for Qualifications (RFQ's) for Cove Park Improvements.

ATTACHMENTS:

1. RFQ Cove Park Improvements_6S Engineering, Inc Qualifications

STATEMENT OF QUALIFICATIONS

TBPE F-18435



INGLESIDE TEXAS

COVE PARK IMPROVEMENTS

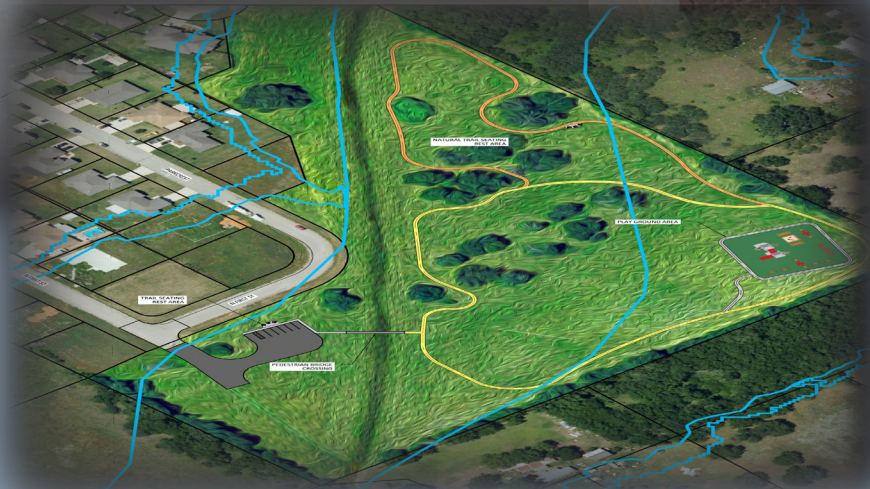
City of Ingleside

City Secretary

2671 San Angelo

PO Drawer 400

Ingleside, Texas 78362



**THURSDAY,
APRIL 03, 2025
2:00 P.M.**

Submitted By:



Engineering, Inc.

1008 Zanderson Ave.
Jourdanton, TX 78026

830.341.2005

jswaim@6s-engineering.com



April 02, 2025

City of Ingleside
Attn: City Secretary
2671 San Angelo
Ingleside, TX 78362

RE: **COVE PARK IMPROVEMENTS**

Dear Ms. Stork:

6S Engineering, Inc. (6S) is pleased to present this statement of qualifications to the City of Ingleside for the Cove Park Improvements. We understand that the selected firms will provide design and planning services for park improvements. 6S is a Professional Board of Engineers registered firm that has been created to serve the South Texas Region.

Our uniquely qualified team will be led by Jess Swaim, P.E. He has served as a City and County Engineer for other agencies within south Texas. Mr. Swaim has 25 years of municipal engineering experience. Accordingly, he understands the critical challenges associated with City Engineering contracts. To complement our firm's knowledge of City needs, the following subconsultants will serve as an extension of our team by providing specific expertise in their respective disciplines as required by the City:

- **Beaty Palmer Architects** – Architectural Services
- **Maverick Land Surveying** – Survey Services

6S Engineers have significant experience in working with the Texas Department of Transportation (TxDOT), and the Texas Commission on Environmental Quality (TCEQ) on projects for cities and counties that utilize state sponsored funding. In the past year our engineers have worked with the City of San Antonio, City of Balcones Heights, City of Universal City, City of Kerrville, City of Jourdanton, City of Floresville, City of St. Hedwig and other cities. We are also serving McMullen County, Atascosa County, Live Oak County and have worked on a couple small survey and platting projects for Medina County.

6S believes it is the role of the Engineer to represent the interests of the City while adhering to the required scope, budget, and schedule. To attain this goal requires proactive project management through the communication of information from the City and other related agencies and a committed approach to provide constructible, practical, and cost-effective design solutions.

Our Project Manager has owned a home at 433 Woodhaven in Ingleside on the Bay since 2021 and utilizes the park on numerous occasions for boat launches. We understand how the park is currently utilized and we have new and creative ideas for the park that may also allow the City of Ingleside to draw income from the property. If selected we will do our best to be innovative and provide a project that the community will be proud of.

In conclusion, we would like to reiterate our appreciation for this opportunity to submit our statement of qualifications and build a relationship with the City of Ingleside. Please do not hesitate to contact us at 830.341.2005 with any questions or concerns.

Sincerely,

Rachelle A. Swaim
President



COMPANY PROFILE



COMPANY PROFILE



6S Engineering, Inc. (6S) was founded in 2016 as a Woman Owned, Small Emerging Business located in Jourdanton, Tx. Rachelle A. Swaim is the President of the Firm. She holds a Bachelor of Science Degree from BYU-IDAHO. Using her keen eye for business and entrepreneurial spirit she has engaged the services of three strong Local Professional Engineers to support and lead her firm to success. Her Husband of 20+ years, Jess W. Swaim, P.E., will utilize his 25 years of Municipal Engineering experience to lead City Projects as a City Engineer while Rachelle conducts the corporate management aspects. Jose A. Cantu, P.E., CFM is a resident of the City of San Antonio, will bring his 18 plus years of development and municipal experience to the table as a Vice-President within the 6S structure.



6S is a full service civil engineering firm offering a complete range of professional services, from preliminary planning and design through construction management. We work diligently to strengthen our municipal background and operate on 99% of Public Works projects to avoid a conflict of interest on development projects. We work for the best interest of our clients.



6S engineering staff is experienced in all types of engineering analyses and design including hike and bike trails; parks and recreational facilities; flood control and drainage; surface transportation systems (both vehicular and pedestrian); water storage and distribution; wastewater collection and treatment systems; and urban studies utilizing our extensive geographic information system. We provide our clients with full project management services, including coordination with utility companies, city, county, state, and federal regulatory agencies, as well as interaction with the public as necessary. 6S is currently headquartered in Jourdanton, TX with a secondary office in Helotes, TX. 6S is registered with the Texas Board of Professional Engineers to perform engineering services ([Registration No. F-18435](#)).



Transportation- Whether it's the design of a new roadway facility or the rehabilitation of local street systems traversing the urban environment, we understand the critical factors that make for a successful transportation improvement. We have extensive experience in roadway conceptual planning, preliminary engineering, design, and construction support services inclusive of the design of water, sanitary sewer, and storm sewer systems. These public utility systems are typically located in public street rights-of-way and are major considerations in the design of new or replacement roadways. Furthermore, we have performed designs for bridges, overpasses, freeway access ramps, frontage roads, accessibility modifications, traffic control and signalization, and construction sequencing. 6S Engineers use MicroPaver software to provide roadway maintenance plans and capital programs for communities.

Water Supply – 6S plans, designs, and provides construction management services for a large number of water supply distribution, storage, and treatment projects. These projects include large diameter transmission and distribution lines; pump stations; groundwater well fields and collection lines; water storage; and treatment facilities.

Parks & Planning- 6S provides plans, designs, and provides construction management and inspection services for parks and trails projects. 6S has most recently provided parking lot and planning designs for the parking lots and jogging trails in the City of Live Oak, Texas and the City of Floresville at Northcrest Park.



COMPANY PROFILE



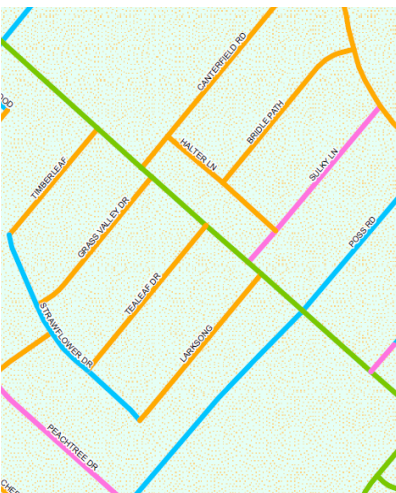
Wastewater – 6S plans, designs, and manages the construction of wastewater collection, pumping, and treatment systems including waste sludge processing disposal systems. 6S engineers have designed wastewater treatment facilities, and designed and managed the construction of a number of large lift stations. 6S has worked to save municipalities money on implementation of refurbished belt press systems that efficiently handle final wastewater processes. Our engineers have most recently completed pipe bursting projects in Universal City and saved the city thousands of dollars by avoiding a complete open cut reconstruction process. 6S has also recently completed a TxCDBG sewer replacement project for the City of Kenedy.

Flood Control and Drainage – 6S has a long history of successful projects in this field including hydrologic and hydraulic analyses of flood events and design of facilities to mitigate flood impacts. Our project experience includes floodplain management, stormwater design, drainage design, watershed storm routing, detention pond analyses and routing, outfall design, channel hydraulics, and floodplain analyses.



Public & City Council Meetings- 6S is very experienced in providing detailed information to the public and various city councils across the region. It is always necessary to treat each citizen with respect and listen to their concerns. The citizens own the projects and have lived in the city for many years in some cases. We understand that city council members must answer to their constituents on projects and need to have accurate and detailed information provided at city council meetings. We also work with Grant Agencies to assist in securing funding for city projects.

Geographic Information Systems (GIS) - Utilizing GIS, we perform site selection studies, hydrologic studies, and ownership analyses. We have utilized GIS to create utility and transportation facility inventories; to illustrate sanitary sewer rehabilitation programs; to document floodplain modeling results; and to develop infrastructure maintenance or upgrade programs. 6S has created GIS micropaver layouts, Geographic Positioning Systems (GPS) applications and mapping websites for real-time use by our clients across south Texas.



Utility and Agency Coordination – 6S Engineers are accustomed to working with local utility agencies such as Charter, Spectrum, City Public Service(CPS) –gas and electric, San Antonio Water System, Bexar County Flood Control, San Antonio River Authority and VIA Metropolitan Transit. In Karnes, Atascosa and McMullen County we coordinate with different utility providers. We understand how critical it is to have these agencies partner on construction and planning projects. This will save the city time and money in the event of projects that are able to be joint bid. Our engineers know the direct contacts of the agencies and are able to get rapid responses on utility coordination or adjustment issues.

Grant Development Planning Support – 6S Engineering works with Grant Writers to develop projects for communities and aid in securing funding for roadway, drainage, water, sewer and aviation projects. ***We have been successful in the City of Balcones Heights, The City of Kenedy, The City of Jouranton and Sandy Oaks. These projects have been CDBG, TDA, and TWDB funding sources.***

PROJECT EXPERIENCE



LIVE OAK PARK - CITY OF LIVE OAK, TEXAS

**PROJECT OWNER:****Owner: CITY OF LIVE OAK****COST: \$699,000****REFERENCE:****CITY OF LIVE OAK****Mr. Mark Wagster | Director of Public Works****210.653.9143****mwagster@liveoaktx.net****PROJECT DATE(S): Complete February 2025****KEY PERSONNEL: Jess W. Swaim, P.E., Jose A. Cantu, P.E., C.F.M., Spencer Dumas, E.I.T., Robert Adame**

The project is defined as the development of a roadway and construction plans for Park Drive and Plans for 5 Parking Lots. Park Drive is Approximately 1900 LF in length and 21 ft wide. Currently the road is asphalt. The City would like to have the roadway constructed as concrete with an alternate bid for asphalt. There are 5 parking lot sections that would require base repair, mill and overlay and concrete reconstruction.

Lot 1: Anticipated to be base repair and mill and overlay

Lot 2: Anticipated to be base repair and mill and overlay

Lot 3: Concrete reconstruction

Lot 4: Concrete reconstruction

Lot 5: Concrete reconstruction

BEITEL CREEK TRAIL - CITY OF SAN ANTONIO, TEXAS

**PROJECT OWNER:****Owner: CITY OF SAN ANTONIO****COST: \$1,800,000****REFERENCE:**

CITY OF SAN ANTONIO

MR. BRANDON ROSS, AICP | PARKS & REC

210.207-6101

Brandon.Ross@sanantonio.gov

PROJECT DATE(S): Completed January 2025**KEY PERSONNEL: Jess W. Swaim, P.E., Jose A. Cantu, P.E., C.F.M., Spencer Dumas, E.I.T.**

The City of San Antonio Parks and Recreation Department constructed a concrete trail section along Beitel Creek in the Salado Creek Watershed. There is a parking lot near Briar Glen and Perrin Beitel. This segment is approximately .6 miles. 6S provided engineering services to design the trail for construction. 6S has also provided Construction Administration and Inspection services. The trail is a 10-foot wide concrete surface. Low Impact Design Development (LID) principles were used where the engineer deemed relevant and while keeping the construction cost and project budget in mind. The trail design will also potentially include one elevated low water crossing, a pedestrian bridge and one pedestrian bridge on column supports. There is one parking lot with an associated trailhead.

CULEBRA CREEK TRAIL - SAN ANTONIO RIVER AUTHORITY, TEXAS**PROJECT OWNER:****Owner: SAN ANTONIO RIVER AUTHORITY****COST: \$3,100,000****REFERENCE:**

SAN ANTONIO RIVER AUTHORITY
MR. AGDEL RIVERA, PMP | SR PROJECT MGR.
210.302.3630
A.Rivera@sariverauthority.org

PROJECT DATE(S): Project Design Completion May 2025**KEY PERSONNEL: Jess W. Swaim, P.E., Jose A. Cantu, P.E., C.F.M., Spencer Dumas, E.I.T.**

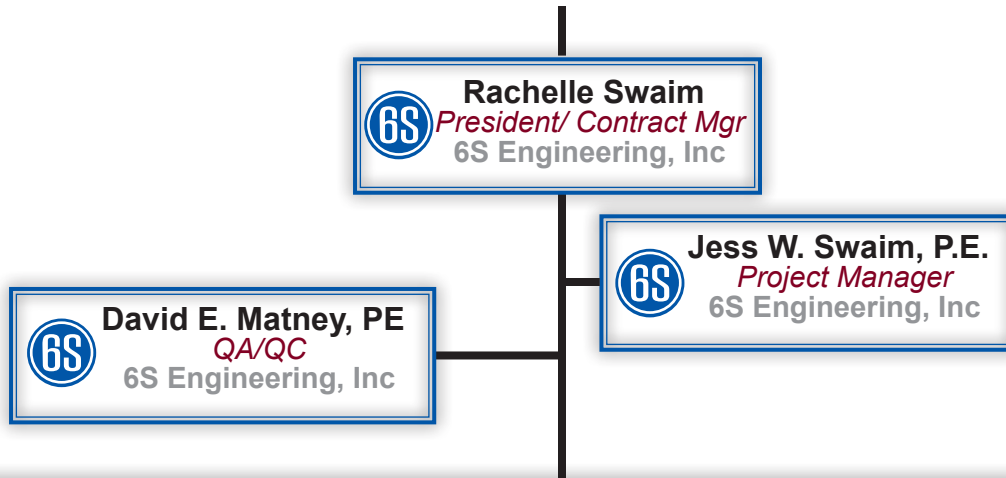
The San Antonio River Authority has plans to construct a concrete trail section along Culebra Creek on the northwest side of San Antonio. The limits are from an existing trailhead immediately adjacent to Grissom Road stretching to a proposed trail (By Others) at a distance north approximately 1.6 miles. There is one trailhead and parking lot to be upgraded within the project scope. The proposed trail is anticipated to be a 12-foot wide concrete surface. Low Impact Design Development (LID) principles are anticipated to be used where the engineer deems relevant and while keeping the construction cost and project budget in mind. The trail design will also potentially include two under-bridge crossings and four (4) elevated low water crossings.



TEAM QUALIFICATIONS



ORGANIZATIONAL CHART



ENGINEERING TEAM



Joe Cantu, P.E., CFM
Senior Design
6S Engineering, Inc



Spencer Dumas, E.I.T.
Design Support
6S Engineering, Inc



Robert Adame
Inspection Services
6S Engineering, Inc



Juan Barrera
Design Support
6S Engineering, Inc

BEATY PALMER ARCHITECTS

Terry Palmer, AIA
Architectural Services
Beaty Palmer

Maverick
Land Surveying Co.

Jake Oder, RPLS
Survey Services
Maverick Land Surveying

We have structured our 6S team to work efficiently for The City of Ingleside. Our sub-consultants on the team will be included in projects where they are deemed necessary by the City staff and the City Engineer. We can keep our overhead lower by not having to bill our clients continually in a multiplier for staff that is not working on their projects. That is an extreme benefit of using a small to mid-size firm.

We encourage you to contact our clients and ask if we provide courteous and reliable service.



Rachelle A. Swaim
President



Education |
BYU-IDAHO Marketing &
Business Administration, 2022

Certifications |
TxDOT LGPP Cert# 91751

Years Employed W/ Firm |
9 Years

Years of Experience in
Proposed Role |
9 Years

Office Location|
Jourdanton / Helotes, Texas

Rachelle founded 6S Engineering, Inc. in 2016 as a Woman Owned, Small Emerging Business located in Pleasanton and Helotes, Texas. Rachelle A. Swaim is the President of the Firm and holds a Bachelor of Science in Applied Business Management from BYU IDAHO. Rachelle has primary experience in office and staff management marketing, insurance procurement, and contract management. She has completed the TxDOT LGPP Training Course #91751, 2023.

Project Experience

Culebra Creek Trail, San Antonio River Authority, San Antonio, Texas– Mrs. Swaim serves as the Contract Control Officer for this San Antonio River Authority Project. Mrs. Swaim coordinates all required insurance for the company to meet city requirements as well as sub-consultant SBEDA requirements and payment forms to meet required goals.

French Creek Trail, City of San Antonio (Parks), San Antonio, Texas- Mrs. Swaim served as Contract Manager and Principal for the 14,500 FT of 12' wide shared use path. She coordinates all the contracts, insurance documents and all subcontractor requirements for this project.

Spirit Reach Trail, City of San Antonio (Parks), San Antonio, Texas- Mrs. Swaim served as the Contract Control Administrator for 6S on the City of San Antonio project. She managed the overall staff and allocated resources for the project while reviewing schedule and internal budgets.

Beitel Creek Trail, City of San Antonio (Parks) San Antonio, Texas- Mrs. Swaim served as the Contract Manager and Principal on the project. 6S provided design of a concrete trail section along Beitel Creek in the Salado Creek Watershed.

Fonthill Way, Oakwell Farms Community, San Antonio, Texas - Mrs. Swaim served as the Contract Manager and Principal on the project. Fonthill way was engineered and reconstructed for approximately 150 LF to eliminate ponding and provide positive drainage.

2019 Evers Road Box Culvert Crossing, Leon Valley, Texas – Mrs. Swaim served as the Contract Control Administrator for 6S on the City of Leon Valley project. She managed the overall staff and allocated resources for the project while reviewing schedule and internal budgets.

SANDY OAKS PARKING- CITY OF SANDY OAKS, TX- Mrs. Swaim serves as the Contract Manager and Principal on the completion of a new City Hall parking lot. Mrs. Swaim also handled the insurance and managed all subs as part of Engineering Administrative services.

Old Fowlerton Road, McMullen County, Texas– Mrs. Swaim served as contract manager and principal contact. The project consisted of the reconstruction of approximate 2500 LF of county roadway.

2019 Sewer Pipe Bursting City of Universal City, Universal City, Texas- Mrs. Swaim served as the Contract Manager and Principal on the project. 6S provided utility design plans, quantities, bid phase and construction phase services for the pipe bursting of sanitary sewer lines within Universal City.



Jess Swaim, P.E.
Project Manager



Education |
BS, Agricultural Engineering
(Environmental Engineering
Specialization)
Texas A&M University, 2000

Certifications |
TxDOT LGPP Cert# 91751

Registrations |
P.E. No. 99204 | Texas, 2007

Years Licensed |
17 Years

Years Employed W/ Firm |
8 Years

Years of Experience in
Proposed Role |
24 Years

Office Location|
Jourdanton, Texas

Mr. Swaim has more than 24 years of experience in a variety of municipal civil engineering fields. He served as senior engineering associate at the City of San Antonio and coordinated capital improvement projects with representatives from San Antonio Water Systems (SAWS), TxDOT, Bexar Met, City Public Service (CPS), and other regulatory agencies. Mr. Swaim has reviewed both SAWS and City plans to ensure compliance with all City ordinances and state regulations. He has also monitored construction projects for conformance with plans and specifications. Mr. Swaim has designed sewer and water projects with his experience consisting of lift station calculations, pump sizing, flow calculations, cost estimation, and wastewater system closeouts in accordance with TCEQ regulations. He also has experience reviewing watershed studies and designing drainage improvements.

Project Experience

Converse Trail Phase I, City of Converse, Texas - Mr. Swaim served as project manager for a 1.2-mile hike and bike trail along Martinez Creek from Converse City Park to North Park. This trail project is located within Converse Texas and Crosses FM 1976. The trail consists of a 10-foot-wide concrete surface. Low Impact Design Development (LID) principles were used, where relevant, while keeping the construction cost and project budget in mind. The trail design also included an under-bridge crossing at Union Pacific Railroad. This project is a LAM project designed to TxDOT standards. Only a portion of the trail has been constructed due to funding.

Salado Creek Trail (West Avenue to 281), City of San Antonio, Texas – As Project Manager, Mr. Swaim provided engineering services for approximately one mile of 12 foot pedestrian and bicycle shared use path. This project was a LAM project with the City of San Antonio and TxDOT.

Spirit Reach Trail, City of San Antonio Parks, San Antonio, TX (2024)- As Project Manager Mr. Swaim provided preliminary planning for a 14 ft wide elevated trail system for the City of San Antonio Parks Department. The limits are along US 281 within the Olmos Basin area to the University of The Incarnate Word near Hildebrand in the central portion of San Antonio. This portion of the project was to complete a Preliminary Alignment Assessment with a Schematic that could then be taken to 30% design. The length of potential trail is 1.20 miles (6300 LF). Mr. Swaim and his team coordinated with the University of the Incarnate word and Headwaters Natural Area Conservatives to protect all heritage and significant trees in planning as well as addressing student access to the trail and incorporation into the University system.

Beitel Creek Trail, City of San Antonio Parks, San Antonio, TX(2023/2025)- Mr. Swaim managed the design of a concrete trail section along Beitel Creek in the Salado Creek Watershed. There will be a parking lot near Briar Glen and Perrin Beitel. This segment is approximately .6 miles. 6S has also provided Construction Administration and Inspection services. The proposed trail is anticipated to be a 10-foot wide concrete surface. Low Impact Design Development (LID) principles are anticipated to be used where the engineer deems relevant and while keeping the construction cost and project budget in mind. The trail design will also potentially include one elevated low water crossing, a pedestrian bridge and one pedestrian bridge on column supports. There is one parking lot with an associated trailhead.

French Creek Trail, City of San Antonio Parks, San Antonio, TX(2023/2024)- As Project Manger Mr. Swaim led the design of approximately 14,500 FT of 12 ft wide concrete shared use path. The limits are from O.P. Schnabel Park to Loop 1604. Low Impact Design Development (LID) principles are anticipated to be used where the engineer deems relevant and while keeping the construction cost and project budget in mind. The trail design will also potentially include two under-bridge crossings and 4 elevated low water crossings and two anticipated trailhead locations.



David E. Matney, P.E
QA/QC Manager



Education |
BS, Civil Engineering
University of Kansas, 1970

Registrations |
P.E. No. 88385 | Texas (2001)

Years Licensed |
23 Years

Years Employed W/ Firm |
4 Year

Years of Experience in
Proposed Role |
48 Years

Office Location|
Helotes, Texas

Forty-eight years experience as a project manager and engineer managing roadway improvement, drainage, pipeline, utility, plant, compressor station and building construction projects of up to \$60 million. Mr. Matney was Project Manager for the City of San Antonio on numerous bond programs and worked with local consultants and contractors during the design, bidding and construction process. He coordinated with local utilities such as SAWS and CPS.

Project Experience

Slick Ranch Creek Project, City of San Antonio, Texas - Mr. Matney served as QA/QC manager on behalf of 6S and reviewed reports provide by the 6S construction observer on the project. The project consisted of approximately 3000 LF of channel reconstruction within Slick Ranch creek on the south side of San Antonio.

Street Bond Phase 1A, City of Kerrville, Texas - Mr. Matney served as the Quality Control Manger for 6S on the reconstruction of 15 streets within the Kerrville city limits. He provide redline comments on the plans and documentation to add quality to the proposed plans and reduce discrepancies in the construction of the projects.

Street Reconstruction Project, McMullen County, Texas - Mr. Matney is serving as the Quality Control Manger or reviewer for 6S on the reconstruction of all the town streets in Tilden, Texas. The plans have progressed to the 60% review. The plans include roadway reconstruction and the implementation of a subsurface drainage system.

BHP Billiton- Staff Engineer (2011-2015)

Managed the design and construction of crude oil tank farm, truck rack and barge loading facility.

City of San Antonio - Project Manager(2001-2011)

Managed the design and construction of roadway and drainage improvement projects in the Capital Programs Division.

Skyline Area Drainage - Bell Subdivision

Callaghan Rd. - Bandera to Culebra

Tezel Rd. - Timber Path to Guilbeau, Laddie Place Phase I Drainage

Bulverde Rd. - 1604 to Evans

Reliant Energy Pipeline Services-Project Manager, Houston,Texas (1999-2001)

Dynegy, Inc.-Category Manager, Houston, Texas (1999)Turbines, Engines and Compressors (1974-1999)



Jose Cantu, P.E., CFM
Assistant Project Manager/ Design



Education |
BS, Civil Engineering
University of Texas at SA

Registrations |
P.E. No. 111313 | Texas, 2012

Certifications |
C.F.M. No. 4027-21N | Texas
TxDOT LGPP Cert# 91751

Years Licensed |
12 Years

Years Employed W/ Firm |
8 Years

Years of Experience in
Proposed Role |
18 Years

Office Location|
Helotes, Texas

Mr. Cantu has more than 18 years in the design and development of private land development projects and public works infrastructure projects in the San Antonio region and throughout Texas. His experience as an engineer spans single and multi-family residential subdivisions, commercial sites, major infrastructure/public works, and flood study projects. Within each type of project Mr. Cantu has designed streets, stormwater management facilities, stormwater quality facilities, sanitary sewer collection systems, lift stations water distribution systems, utility layouts, grading plans, and stormwater pollution prevention plans.

Project Experience

FRENCH CREEK TRAIL(O.P. Schnabel to Loop 1604) –CITY OF SAN ANTONIO (COSA) PARKS & RECREATION – This \$11.0 million bond project included the design of approximately 2.7 miles of trail to be located within the floodplain and overbanks of Leon Creek. Mr. Cantu served as project manager and assisted in design of the trail, drainage, Hydrology and Hydraulic modeling, in addition to construction administration.

Culebra Creek Trail (Grizzom Trail Head to Culebra Trail Head) – San Antonio River Authority – This \$4 million project continues the trail improvements through the Howard W. Peak Greenway Trails System along the Culebra Creek from Grissom Trailhead to Culebra Road Trailhead. This trail linkage is approximately 1.6 miles in length and will create convenient and safe hike and bike connectivity for residents and visitors to access destinations such as COUNTY or CITY parks, swimming pools, or other community assets. The project includes a twelve-foot-wide concrete trail, two neighborhood connections, a shade structure, trail signage (park ordinance sign, trail map, mile & ¼ mile, wayfinding markers, under bridge signs, etc.), rest nodes, and other trail amenities. Mr. Cantu served as project manager and assisted in design of the trail, drainage, Hydrology and Hydraulic modeling, in addition to construction administration.

Converse Greenway Trail Phase I, City of Converse, Texas – This \$1.8 million project consisted of the planning and design of approximately 1.5 miles of a multi-use pedestrian trail for the City of Converse. This project was a TxDOT local government project which included federal funding and required coordination with Texas Department of Transportation. Mr. Cantu served as project engineer for the design of this trail. Design elements included the 10-foot concrete trail, drainage, utility, and SWPPP. This project required Hydrology & Hydraulic modeling for areas of trail crossing.

Salado Creek, Republic Golf Course – City of San Antonio (COSA) Parks & Recreation – Mr. Cantu served as project manager and assisted with the planning and coordination with the parks department and property owner to develop a preliminary alignment for a future trail to go through the old republic golf course.

Leon Creek North,– City of San Antonio (COSA) Parks & Recreation – This \$2.0 million project included the design of approximately 3.0 miles of trail to be located within the floodplain and overbanks of Leon Creek. Mr. Cantu served as project manager and assisted in design of the trail, drainage, Hydrology and Hydraulic modeling, in addition to construction administration.

Medina River Trail – City of San Antonio (COSA) Parks & Recreation – This parks project included the design of a culvert crossing to repair an area of existing concrete trail that had been severely eroded due to erosion by storm water run-off. 6S developed a design to aid in channelizing the Stormwater to the new 6-36-inch corrugated pipes with channel armoring both upstream and downstream of the crossing. Mr. Cantu served as project engineer on the design and construction administration of this project.



Spencer Dumas, E.I.T
Sr. Engineering Associate
Design Support



Education |
BS, Civil Engineering | BYU-
Idaho (2024)

Registrations |
Fundamentals of Engineering

Certifications |
3D Parametric CAD software
Bentley Water Products
Geographic Information
System

Years Employed W/ Firm |
1 Year

Years of Experience in
Proposed Role |
2

Office Location |
Jourdanton, Texas

Mr. Dumas has an Bachelor of Science in Civil Engineering from BYU-IDAHO and has experience in the design of public works infrastructure projects . His experience includes cost estimation and design within sewer infrastructure such and plants, lift stations and force mains. Mr. Dumas is fluent in Spanish. He will provide support on this project to our Sr. Construction Inspector and Project Manager.

Project Experience

Park Restroom Improvements, Live Oak County, Texas– Live Oak County is constructing a restroom and concession stand for one of their parks. Mr. Dumas is tasked with site observations as well as often team meetings to help the construction run clear and concise.

Spirit Reach Trail, City of San Antonio, San Antonio, Texas – Mr. Dumas served as engineer for this trail project. The project entailed of a preliminary engineering report to see the possibility of a trail from Brackenridge Park to Olmos Park, traveling through the UIW campus as well as the headwaters sanctuary. Mr. Dumas designed the preliminary plan and profile for the elevated trail, minimizing impact to wildlife and maintaining ADA requirements.

Culebra Creek Trail, San Antonio River Authority, San Antonio, Texas – Mr. Dumas served as designer engineer of the Culebra Creek Extension Project, connecting the existing Grissom trailhead to one that has been designed about 1.5 miles northwest. This project consisted of the design and planning of a 12-foot trail in the flood plain and needed design work for water crossings, as well as tree avoidance. Mr. Dumas helped with the drafting, designing, as well as cost estimating, keeping the project in compliance with ADA, AASHTO, as well as standards from the City of San Antonio.

French Creek Trail, City of San Antonio (Parks), San Antonio, Texas – French Creek Trail is a proposed trail that starts at OP Schnabel park and ends near the 1604 loop. Mr. Dumas was tasked to find the changes in the flood waters that might have occurred during various storm events. He created a model in Hec-RAS and filled the necessary paperwork that was required from the state.

Sandy Oaks Parking Lot, City of Sandy Oaks, Sandy Oaks, Texas- Mr. Dumas provided construction Inspection and Administrative service support for the completion of a new City Hall parking lot. Mr. Dumas reviewed pay applications, provided site photographs, reviewed shop drawings and inspected the project bi-weekly as part of Engineering Administrative services.

Beitel Creek Trail, City of San Antonio (Parks), San Antonio, Texas– This project included a trailhead as well as a mile trail that connected to the Beitel Creek Trail. Mr. Dumas served as an assistant inspector on this project. His role was to verify that everything was going smoothly and adjusting when needed.

Valley Hi Drainage| 2022 Bond, City of San Antonio, San Antonio, Texas- Mr. Dumas provides design support by providing drainage area calculations, opinions of Probable construction cost and utility coordination and block map and as-built reviews.



Robert Adame
Inspection Services



Education |
University of Arlington

Registrations |
Texas

Certifications |
TEEX- Traffic Control
Certification

Years Employed W/ Firm |
3 Years

Years of Experience in
Proposed Role |
25 Years

Office Location|
Helotes, Texas

Mr. Adame has 25 years of experience in the construction industry and retired from the City of San Antonio as a Construction Inspector. His past experiences include 20 years with the City of San Antonio TCI Department, and in the area of construction maintenance. He is very knowledgeable with all types of construction including roadway, concrete flatwork, drainage channels and utility installation, culverts, bridges, and retaining walls. He has a thorough knowledge in interpreting specifications for the City of San Antonio, Bexar County, and Texas Department of Transportation. Robert is proficient with Primelink and other software systems.

Project Experience

Beitel Creek Project, City of San Antonio (Parks) – Mr. Adame inspected the steel reinforcement for the hike & bike trail and all concrete placed at this project. He oversaw the placement of three pedestrian bridges and asphalt at the trailhead parking lot. He kept daily logs of daily activities and reported weekly updates to project managers.

Woodcrest Trail, City of Live Oak, Live Oak, Texas - Mr. Adame inspected the steel reinforcement being used for the walking trail. Prepared daily logs of contractor's daily activities. Ensure that the contractor conformed to safety rules and regulations.

Leon Creek Greenway– Mr. Adame conducted inspections of all construction activities that included, but not limited to subgrade preparation, asphalt work, curb, sidewalk, and driveway inspections. He monitored the work to ensure completion in accordance with the specifications in the contract. Mr. Adame maintained daily inspection reports, including verification of all materials and equipment received at the construction site.

Salado Hike & Bike Trails, City of San Antonio (Parks) – Mr. Adame conducted inspections of culverts, hike & bike trail, and pedestrian bridges for conformance to the City of San Antonio standards and specifications. Prepared working day statements to calculate monthly payment to contractor and submitted them to the Project Manager. Assembled and recorded documentary information verifying the quality and quantity of work performed.

Medina River Greenway Trails – Mr. Adame inspected the construction of the realignment of the ten-foot trail and inspected all drainage work. Prepared and maintained precise documentation that substantiated the quality of the work performed. Provided accurate details and logs of daily events and construction activities, including subcontractors and work performed.

Slick Ranch Creek, CoSA, Texas- Mr. Adame assisted the design team with a constructibility review and provided recommendations for value engineering on the 95% plans. Mr. Adame will assist with program management during construction in support of the management engineering team.

Bond Package I CO Streets, City of Live Oak, Texas- Mr. Adame ensured proper safety and traffic control devices for the protection of pedestrians, motorists, and all active work zone areas in compliance with traffic control plans and the Manual of Uniform Traffic Control Devices (MUTCD). Reviewed and interpreted contract documents, project plans and specifications to become familiar with scheduled construction active Bond Package II Streets.

Red Mountain Drive , City of Sandy Oaks, Texas – Mr. Adame inspected the concrete placement for the header curb and residential driveways. He oversaw the placement of the geogrid along with the placement of flexible base material, Type B HMA and the Type D Asphalt.



Juan Barrera
Engineering Associate
Design Support



Education |
BS, Engineering
University of Texas at SA, 2022

Certifications |
TxDOT LGPP Cert # 91751

Years Employed W/ Firm |
2 Years

Years of Experience in
Proposed Role |
2 Years

Office Location |
Helotes, Texas

Mr. Barrera is a recent engineering graduate with almost a year of experience in the design of public works infrastructure projects in the San Antonio Area. His experience spans infrastructure/public works projects. Within each project type he has helped design local roads and streets, as well as trails and parking lots. Mr. Barrera has extensive experience in computer network and systems analysis. He also provided planning layouts and renderings utilizing the software systems such as InDesign, Photoshop and GIS Software.

Project Experience

Woodcrest Trail, City of Live Oak, Texas- Mr. Barrera helped walk the trail to chose the best route. He helped draw the preliminary alignment. Mr. Barrera looked over details and fixed them based on comments made by the client. He also helped with the Opinions of Probable Cost..

French Creek Trail| OP Schnabel Park- San Antonio, Texas- Mr. Barrera designed and prepared all of the signs and wayfinding maps. He walked the would be trail area. Mr. Barrera also helped design lay out the alignment of part of the trail.

Northcrest Park Development Plan, City of Floresville- Mr. Barrera created preliminary design for the trail and park layout and created exhibits for the area.

Westerleigh Street- Street Maintenance, Oakwell Farms Community- Mr. Barrera helped design and do the alignment and layout. He also helped with the Opinions of Probable Cost.

Beitel Creek Trail, City of San Antonio, San Antonio, Texas- Mr. Barrera helped with obtaining permits with the City. He also provided maps and signage design.

Main City Park Parking Lots, City of Live Oak, Live Oak, Texas- Mr. Barrera assisted with the survey of the area. He worked on the creation of the existing surface and proposed surface. Mr. Barrera also assisted in the grading process to create a better drainage area of the current conditions. Mr. Barrera also helped with opinions of Probable Cost.

Red Horse Park Package III, City of Universal City, Universal City, Texas- Mr. Barrera worked on adjusting the parking lot design. He helped to divide the project into smaller projects. Mr. Barrera also assisted with the Contract Documents as well as Opinions of Probable Cost.

Bond Package III Streets, City of Live Oak, Live Oak, Texas- Mr. Barrera helped draw the streets and the alignments. He also assisted in the visual inspection of the streets to identify distress areas and recommended actions to address the issues. He also helped with the OPC. Mr. Barrera cleaned up and fixed the plans based on comments from client.

Park Trail Phase I, City of Live Oak - Mr. Barrera assisted the project inspector with field data review and pay application review for the project. He also provided project support for closeout and file transfer.



Jacob W. Oder, RPLS
Survey Services



Education |

BS in Biology, Texas State University

Registrations |

RPLS No. 5846 | Texas, 2005

Years Licensed |

19 Years

Years Employed W/ Firm |

25 Years

Years of Experience in

Proposed Role |

25 Years

Office Location|

San Antonio, Texas

Mr. Oder has twenty-five years of experience as a Professional Land Surveyor in boundary, ALTA/NSPS, and TSPS land title surveys, topographic, construction staking services, right-of-way, and parcel map surveys, accident investigation site surveys, subdivision platting, tree surveys, elevation certificates, GPS control surveys and control for aerial mapping. His experience also includes utility coordination with utility companies and SUE contractors for geophysical locations of underground utilities. His background includes record research, supervising survey work and crews, and preparing final survey drawings, legal descriptions, metes, and bound descriptions.

Mr. Oder began his career in land surveying in March of 2000 at Maverick Land Surveying Company, earning his professional registration as a land surveyor in July 2005. He is currently serving as president and owner. As president, he oversees all business operations and projects throughout Central and South Texas. He is pre-certified by TxDOT for Surveys, Parcel Plats, Legal Descriptions, Right of Way Maps, and Horizontal and Vertical Control for Aerial Mapping.

From 2007 to 2013, he served as an adjunct faculty professor at San Antonio College, teaching courses in Plane Surveying, Advanced Plane Surveying, and Survey Calculations.

Project Experience

Northview City Park, City of Universal City- Public Works

Maverick Land Surveying Co. served as a survey consultant to the City of Universal City for the Park Infrastructure Improvement Project. Work included horizontal and vertical control, as well as topographic and tree surveys, for the planning, design, and construction phases of the splash pad and playground facilities.

OP Schnable Park, Davila Construction

Maverick Land Surveying Co. served as a survey sub-consultant to Davila Construction, providing construction staking services for the park entrance and bridge improvements of the OP Schnable Park Road from Bandera Road to the YMCA Parking lot. The work included horizontal and vertical control, centerline, curbline, offset, and headwall staking. We also provided the as-built survey and grade letter to close out the project.

Voigt Park, Givler Engineering

Maverick Land Surveying Co. served as a survey sub-consultant on this project, providing horizontal and vertical control, as well as boundary, tree, and topographic surveys of the 3.0-acre park site. The survey included coordination with a private utility locator for quality level B utility locations and subsequent mapping of underground utilities. The survey was used during the planning, design, and construction phases of the park improvements.

Pearsall Park, City of San Antonio- Capital Improvements and Management Services

Maverick Land Surveying Co. served as a survey consultant on this contract, providing surveying services to the City of San Antonio. The projects include category 1A Condition II Land Titles Survey for two tracts of land being purchased by the City of San Antonio. One tract consisted of 6.000 acres at 5426 Pearsall Road, and the other tract consisted of 262.135 acres at 7907 Clegg Drive. The City of San Antonio acquired both tracts for the expansion of Pearsall Park.



Terry Palmer, AIA, LEED AP
Architectural Services

BEATY PALMER ARCHITECTS

Education |

Bachelor of Environmental
Design
Bachelor of Science in
Construction, Texas A&M
University, 1991

Registrations |

No. 16751| Texas, 1999

Years Licensed |

25 Years

Years Employed W/ Firm |

30 Years

Years of Experience in

Proposed Role |

30+ Years

Office Location|

San Antonio, Texas

Terry graduated from Texas A&M University in 1991 with degrees in Environmental Design and Construction Science. He joined our company in 1994 and became a principal and corporate stockholder in 2000. Terry is a licensed Architect in Texas as well as a LEED accredited professional. His personal resume includes special expertise in logistically challenging construction projects, corporate interiors, and commercial development.

Project Experience

CIVIC/COMMUNITY

Salado Creek Greenway Trailheads
Medina River Natural Area
San Pedro Springs Park
San Antonio City Nursery Master Plan
GreenLine Park at Brooks
San Antonio St. Mary's Street Police Station
Kerrville Public Safety Facility
San Antonio Fire Station #47
San Marcos Historic Downtown Square Restoration
San Antonio City Hall Renovations
Plaza de Armas Building Restoration
San Antonio Historic Civic Center
Henry B. Gonzalez Convention Center Renovation
San Marcos City Hall Renovation
San Marcos Activity Center
San Antonio Parks & Recreation Department Headquarters San Antonio Public and Government Affairs Studio
San Antonio River Walk / Presa Street Linkage
Rio Vista Municipal Swimming Pool
Camp Capers Phases 1 & 2
TMI Episcopal Innovation Lab Building
Fox Tech High School Library/Media Center
Alamo Achievement Center
Seguin Art League Building

CORPORATE/OFFICE

Brooks City-Base Office Park Master Plan
Port San Antonio Project Tech
Port San Antonio Project Tech II
Port San Antonio Corporate Headquarters
Schneider Engineering Office Building
Austin Avenue Medical Office Building
The Park at Stone Oak Office Building
Tech Ridge Office Complex
Eagle Global Logistics Building
Orion Partners Office Building

COMMERCIAL/INDUSTRIAL

Enterprise Business Plaza
Titan Industrial Park North Master Plan
Enterprise Industrial Park Master Plan
Enterprise Industrial Park - Buildings I, II, III, IV, V, & VI
Arion Business Park Buildings 9-18



REFERENCES

City Engineer Support - Kerrville, Texas
City of Kerrville
Kyle Burrow, P.E. / City Engineer
210.258.1410 (P) / kyle.burrow@kerrvilletx.gov

The 6S Team has developed specifications for street maintenance projects within the City of Kerrville. 6S has completed a traffic study on 8 intersection locations to include traffic counts and recommendations for intersection improvements. 6S is finalizing the design of Singing Wind Drive. This is a roadway reconstruction project that includes geo-technological engineering, surveying, bid and construction phase administration services. Mr. Swaim designed and managed the Singing Wind Drive Roadway Reconstruction Project. Approx. 4000 LF of roadway.

Engineering Services - Universal City
City of Universal City
Randy Luensmann / Director of Public Works
210.658.5364 (P) / pwdirector@uctx.gov

6S is currently working on the **Red Horse Park Phase III Project**. This project includes providing construction plans and specifications as well as updated OPC. 6S is providing QA/QC review on the project. The design phase was completed in an earlier phase. The **Athenian Sidewalk Bridge** included plans for the construction of an elevated sidewalk crossing parallel to Athenian Drive in Universal City. The **Meadowland Parking Lot** included the design and topographic survey for the parking lot to be reconstructed. 6S has completed approximately 3000 LF of sanitary sewer pipe bursting and sewer manhole reconstruction. Our team also completed 2 water main bores under FM 1976. 6S has also recently completed additional water and sewer pipe bursting projects.

2018 Program Management (TCI) - San Antonio, Texas
City of San Antonio
Luis Maltos, P.E. / City Engineer - Construction Division
210.207.8223 (P) / luis.maltos@sanantonio.gov

Jess Swaim, P.E. was the Managing Principal and worked with the City of San Antonio to develop construction exhibits and opinions of probable cost and complete all preliminary documentation for select street maintenance projects. This project is for general construction admin. and inspection contract with predominantly the inspection division led by Mr. Luis Maltos, P.E. Through this contract different departments may use 6S services. Coordination with utilities such as SAWS and CPS is necessary.

Evers Road Bridge - Leon Valley, Texas (Federally Funded Project)
City of Leon Valley
Melinda Moritz / Director of Public Works
210.681.1232 (P) / m.moritz@leonvalleytexas.gov

The project was implemented in order to replace a low water crossing with failed corrugated metal pipes. The new structure is 10-10x6 concrete boxes. The new crossing meets ADA requirements and has specialty designed railing that was designed by 6S engineers using a base TxDOT design to start and provide aesthetic improvements. 6S managed the construction inspection for the Evers Road Bridge Class Structure Project. Approximately 300 LF of 8-inch sewer main and 400 LF of 12-inch water main were reconstructed.

Engineering Services- McMullen County, Texas
McMullen County
Honorable James E. Teal / County Judge
361.274.3900 (P) / judge.teal@mcmullencounty.org

6S completed a water model for the community to detail the information from the existing water system and allow for a process that will determine necessary improvements to the system as development projects enter the water district service area. 6S provided preliminary roadway evaluation services for 50 miles of a county road and designed 3,700 LF of a separate county road. Additionally, 6S completed a roadway and drainage master plan for the unincorporated town of Tilden.

City Engineer- Balcones Heights, Texas
City of Balcones Heights
Mr. Albert Lara / Community Development Director
210.957.3545(P) / alara@bhtx.gov

6S is currently operating as the City Engineer for Balcones Heights. 6S is completing the construction administration and inspection services for Vivian Lane. This is approximately 1000LF of complete roadway and utility reconstruction. 6S is also providing preliminary direction and planning for Hillcrest Drive as a possible MPO project to receive Federal funding. 6S has provide services for signal improvements and has reviewed plans for the city due to infill development and utility relocation. 6S staff members attend City Council Meetings and provide consulting services as necessary.

City Engineer- Live Oak, Texas
City of Live Oak
Mr. Mark Wagster / Director of Public Works
210.653.9140(P) / mwagster@LiveOakTX.Net

Woodcrest Trail - 6S provided design plans, bid phase and construction administration services for approximately 3000 LF of concrete trail for the City. The project was provided on time and within budget.

2023 Roadway Bond

Jess Swaim and Joe Cantu provided sealed plans for the construction of approximately 17 street segments within the City limits. Some of the projects were complete reconstruction and some were base repair with mill and overlay. 6S provided all preliminary budgets and worked with the city on project selection. 6S has bid the project and provided the contractor recommendation. Construction is anticipated to be complete within the first quarter of 2024.

ARPA CCTV Project (Sewer Planning & Televising)

6S provided opinions of probable construction for potential sewer slip lining projects within the city limits. 6S began with the streets that are in the 2022-23 Bond election. 6S contacted CCTV providers and developed a budget for televising the sanitary sewer system. The system is being placed in GIS. 6S and National Works (Contractor) have evaluated 922 manholes and approximately 253,775 LF of sewer main for the inspection fee of \$507,318

APPROACH TO MUNICIPAL PROJECTS





Approach and Special Attributes

The professionals available to participate in this contract have not only extensive experience but possess the requisite skills set for Municipal Engineers. 6S professionals are available to provide the design knowledge, professional management, and review necessary to produce a project in accordance with the City policies, procedures, specifications, and guidelines as required.

In assembling the best possible team to provide professional consulting engineering services to the City of Ingleside, we will utilize our experienced team along with our other local sub-consultant partners. We have named several for this project but are also able to contract and bring other support to the projects as deemed necessary by the City.

Our Project Manager, Jess Swaim, P.E. will have overall responsibility and be the day-to-day-contact for this contract. He will be assisted by Joe Cantu, P.E., CFM to ensure that all project deliverables are met and that the project remains on schedule and budget. All of the proposed team members are committed to providing services for this project and throughout the life of the project. A detailed organization chart indicating key personnel and respective roles for this project have been provided in previous documentation.

To expeditiously complete this design effort, our team will require proactive project management, clarity of identified issues, and a committed approach to providing solutions to design issues. In addition, the professional presentation of project deliverables by our team will facilitate your review of materials.

A critical aspect of the successful performance on this project is to recognize and honor the order of steps and procedures that are necessary to complete the project. Specifically, this translates into not starting a particular phase of the project without completing preceding tasks or approval processes. Coordination with the City is critical to have a successful project. A detailed (task and subtask) schedule with milestones for performances will be developed during the contract negotiation phase.

We believe that communication is a critical element for the success of the design process. To this end, our project team will conduct regular meetings with the City of Ingleside project team to discuss project direction and progress. Through these meetings, our team along with your staff, will become partners in the development of the projects and avoid unwanted “surprises”.

Our project manager understands the focus, communications, coordination, and drive needed to make sure the project is carried out promptly and with the quality that the City of Ingleside expects. Utilizing weekly progress reporting and timely coordination meetings, we have the experience to detect issues and resolve them before they become problems. **6S has recently been selected by the City of Kenedy on their TDA CDBG project.** We are the design engineers and provide construction administration services for approximately 1561 LF of sanitary sewer main.

Proximity and Familiarity with Region- Your proposed Lead Engineer, Jess W. Swaim, P.E. (TBPE Reg. #99204) is from McMullen County and lives in Atascosa County outside of Pleasanton. Mr. Swaim and 6S is also currently an active County Engineer for McMullen, Atascosa and Live Oak County. We encourage you to contact our references locally such as Judge Teal in McMullen County, or any of our references. We have done a significant amount of work for the City of San Antonio and Leon Valley. Mr. Swaim and the 6S team have worked with the TxDOT District office locally for permitting and LAM projects. Mr. Swaim and our team will be responsive to your needs.

Ingleside Park Project- Our 6S Project Manager has a home at 433 Woodhaven and utilizes the park and the boat ramps. We believe the parking lot can be expanded in size and other amenities can be added to improve the overall aesthetics and functionality of the lots. We also believe there may be some ideas for the community to gain some other means of financial return on the location that would be beneficial compared to other boat launches in the region. This can be discussed if 6S is selected for an opportunity to support the City of Ingleside in this endeavor.



Grant Application Preparations- Our Lead Engineer, Jess Swaim, P.E., has assisted cities with the development of funding packages on many occasions for the City of Leon Valley, The City of San Antonio, the City of Converse and many other agencies. Mr. Swaim worked as a direct employee for the City of Lufkin in East Texas and the City of San Antonio. He organized and communicated with Funding Agencies such as those for CDBG Projects and MPO projects. Mr. Swaim holds a certification for Local Government Project Procedures (LGPP) process. The 6S team is currently working on several CDBG projects.

Registration with System for Award Management- 6S has registered our firm with SAM.gov as required by some municipal organizations. *Verification can be found in the Required Documents section of this Statement of Qualifications.*

Municipal Construction- Our project manager (Lead Engineer), Jess Swaim, P.E. is a Municipal Engineer and will have overall responsibility and be the day-to-day-contact for this contract. He will be assisted by Joe Cantu, P.E., CFM to ensure that all project deliverables are met and that the project remains on schedule and budget. All of the proposed team members are committed to providing services for this project throughout the life of the project. We will be able to manage design, bidding and construction phase services and provide necessary exhibits to council and committees.

Preliminary and Final Design plans and Specifications- To expeditiously complete design efforts, our team will require proactive project management, clarity of identified issues and a committed approach to providing solutions to design issues. In addition, the professional presentation of project deliverables by our team will facilitate your review of materials. We will prepare engineering plans and documents in accordance with Professional Engineering standards. We will be able to prepare preliminary design, 50%, 75%, 95% and Final design plans or other phases as the City requests. Each phase will have a review available for the City.

Preparation of Bid Packets- The bid packet is an extension of the plans. 6S will provide front end contractual documentation or will use that provided by the City depending on the Counties needs. 6S will place plans on CIVCAST for bidding and also in regional newspapers as some communities, cities and counties like. We will review the contractors bids and will manage pre-construction meetings and field meetings with the contractor during construction as deemed necessary by the City.

Conduct all Field Testing and Inspections- 6S will utilize Robert Adame as the lead inspector. He is experienced in utility installations as well as roadway and drainage construction. We will be able to provide all necessary on site inspection and construction administration. We recently completed an 8 month inspection project for the City of Leon Valley that included Federal funding through the MPO and Texas Department of Transportation. We will Utilize Arias and Associates within this contract for construction materials testing and soil classification. 6S is also completing a 2 year Program Management and Inspection contract for the City of San Antonio with a construction value of over \$30 Million. If Subsurface utility location is needed we will contact Softdig or SoDEEP to provide those services.

We will provide preliminary cost estimates before the project is budgeted and then 6S will provide updated estimate based on the phases of design and review. This will continue until the project is finalized in design. We use Texas Department of Transportation unit prices and develop our own unit prices by calculation and contact with local contractors.

Federally Funded Projects- 6S engineers are certified in the Local Government Project Procedures process (LGPP) and have recently finished the Evers Road Bridge project for the City of Leon Valley. This was an MPO project. 6S has completed the design and construction management of a CDBG sidewalk project for Mr. Manuel Longoria at the City of Converse. Mr. Swaim has managed other CDBG and MPO Federal Projects for the City of San Antonio and Universal City.

6S has the experience to provide the services requested within this solicitation. For those service 6S does not provide directly, we will utilize our sub-consultants as documented within this statement of qualifications. By utilizing sub-consultants we will be more cost competitive and will not have to utilize higher rate structures to compensate for professionals that are not on the 6S payroll and therefore saving The City of Ingleside. We look forward to the opportunity to serve The City of Ingleside on these important projects.



Scope of Services to be Rendered

6S will perform all scope of services included in the RFQ. Additionally, our team will attend periodic meetings in addition to meeting with City staff and citizens. 6S will provide all work product including reports, analyses, correspondence, plans, drawings, and any other documents produced in connection to this project according to the City’s needs. To augment our team, we have included some local sub-consultant partners to collaborate with us and provide those services which 6S can’t perform internally. The following services will be performed by our sub-consultant partners:



Maverick Land Surveying, Co. | Surveying- Maverick Land Surveying is a Professional Corporation that has been in business since 1990. Maverick Land Surveying Company offers San Antonio, Bexar County and the surrounding area a wide variety of surveying services. They have special expertise in boundary, topographic, tree location, right-of-way, construction, subdivision platting and ALTA/NSPS land title surveys on urban and rural tracts. Their professional staff of surveyors welcomes the opportunity to be of service to any Texas community.

BEATY PALMER ARCHITECTS

Beaty Palmer Architects | Architectural Services - Beaty Palmer Architects is a San Antonio based design firm providing services in architecture, interior architecture, and planning. They are passionate about architecture, and the firm is founded on a commitment to design excellence. They are also dedicated to personal client service. We take genuine pride in providing our clients with delightful and functional places to work, live, and play. Beaty Palmer works hard to make sure our client’s experience is as enjoyable as the results on each and every project they undertake. Since 1993, they have built a portfolio of completed work which includes civic, corporate, community, commercial, and custom residential projects. Each of their designs is tailored to the client’s unique needs, but their approach to architecture is consistent. The integration of the design to its context, thoughtful functional planning, respect for the natural integrity of materials, and attention to technical detail are their trademarks.



LIST OF GOVERNMENTAL CLIENTS





6S list of Government Clients:

- City of Balcones Heights
 - City of Universal City
 - City of St. Hedwig
 - City of San Antonio
 - City of Live Oak
 - City of Kerrville
 - Atascosa County
 - McMullen County
 - Live Oak County
 - Oakwell Farms Community
 - City of Kenedy
 - City of Floresville
 - City of Jourdanton
 - City of Poteet
 - City of Sandy Oaks
 - City of Devine
 - City of Brackettville
-



REQUIRED DOCUMENTS



CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Koch Insurance Group 2219 Sawdust Road #501 Spring TX 77380		CONTACT NAME: Gracie Gomez PHONE (A/C, No, Ext): (281) 417-3000 FAX (A/C, No): (936) 647-1792 E-MAIL ADDRESS: ggomez@kochig.com	
INSURED 6S Engineering, Inc. PO Box 689 Pleasanton TX 78064-0689		INSURER(S) AFFORDING COVERAGE INSURER A: State Auto Mutual INSURER B: Hartford Accident & Indemnity Ins. INSURER C: Hiscox Insurance Company INSURER D: INSURER E: INSURER F:	
		NAIC # 25135 22357 10200	

COVERAGES **CERTIFICATE NUMBER:** 2024-25 Master Liab Cert **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☒ LOC OTHER:			10041911CB	10/27/2024	10/27/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			10041911CB	10/27/2024	10/27/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			10041913CU	10/27/2024	10/27/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N Y N / A			61WBCAN9DUH	10/27/2024	10/27/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Errors and Omissions			P100.323.435.8	06/12/2024	06/12/2025	General Aggregate \$2,000,000 Each Occurrence \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of coverage subject to policy terms, conditions & exclusions per policy form.

CERTIFICATE HOLDER Amara OH Delta, LLC 19327 Talavera Ridge and Old Camp Bullis Rd San Antonio TX 78257	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Sam.gov Verification - Fri. February 21, 2025 @ 8:27AM

8:27 AM Fri Feb 21

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Non-Federal Entities

BioPreferred Reporting

Service Contract Reporting

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Keyword ▾

Entity ▾

Status ▾

Expiration Date ▾

FSD Number ▾

Address Update ▾

Reset ↻

page 1 of 1

results per page 25 ▾

Sort by Expiration Date Ascending ▾

6S ENGINEERING, INC. ● Active Registration

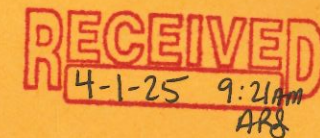
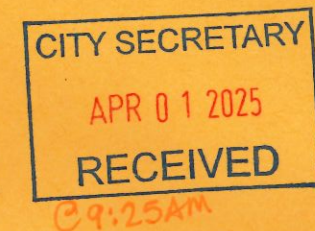
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Unique Entity ID: SVGFLNQCDJB7	Doing Business As: (blank)	Expiration Date Feb 17, 2026
CAGE/NCAGE: 8CC17	Physical Address: 1008 Zanderson Ave Jourdanton, TX 78026-3532 USA	Purpose of Registration: All Awards



CS Engineering, Inc.
1008 Zanderson Ave.
Tomball, Tx 78026

City of Ingleside
City Secretary
2671 San Angelo
Ingleside, Tx 78362



CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 16

Deliberate and take appropriate action on awarding a contract to Bell's Air Conditioning & Heating for a new generator at the Animal Control Facility.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

When the contract to build the Animal Control Facility, a generator was not included in the design or the bid. A generator is necessary to maintain the building in operation in the event of a power outage. The staff requested quotes for the supply and installation of a generator sized for the demands of this building. Bell's Air Conditioning & Heating was the lowest quote for this project.

FISCAL ANALYSIS:

The quotes received for this generator are \$41,193.21 from Bell's Air Conditioning & Heating, \$46,728.98 from Hayne's Electric, and \$45,900.00 from McWhorters Electric Inc. Bell's Air Conditioning & Heating was the lowest quote for a turn-key installation.

RECOMMENDATION:

The staff recommends awarding this project of \$41,193.21 to Bell's Air Conditioning & Heating.

ATTACHMENTS:

1. BELLS QUOTE-ANIMAL CONTROL GENERATOR
2. MCWHORTERS QUOTE-ANIMAL CONTROL GENERATOR
3. HAYNES QUOTE- ANIMAL CONTROL GENERATOR



Bell's Air Conditioning & Heating

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

☎ (361) 776-3815
✉ ap@inglesidetx.gov

ESTIMATE	#202548
ESTIMATE DATE	Apr 1, 2025
SERVICE DATE	Mar 30, 2025
TOTAL	\$41,193.21

SERVICE ADDRESS

1480 4th 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 needs us to rebid the installation of a 48-kw generator at the Animal Shelter on 4th street. Approx. 20ft away from building			

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. 4 week Lead Time (as of time of Estimate)			
RTSW400A3 - Generac Smart Switch, Service Rated, 400 amps, 120/240, 1Ø, NEMA 3R	1.0	\$0.00	\$0.00
400 Amp Service Rated Transfer Switch			
Generator Wire	1.0	\$0.00	\$0.00
3/0 THHN Wire / 4 Conductors 18/9 control wire			

12/3 Wire for Battery Charger (Designated Circuit)

Supplies - Material	1.0	\$0.00	\$0.00
Material from Main Panel to ATS and ATS to Generator Conduit 3 " & 1" to Gen, 2" to ATS Fittings Wire Lugs (Ground & Neutral)			
Located Approx. 20ft from Building			
Concrete Pad	1.0	\$0.00	\$0.00
Pour Concrete Pad (Appro. 48x96) w/ Rebar			
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			
Material & - Labor	1.0	\$41,193.21	\$41,193.21
70% Deposit will be required to order the Equipment			
Generac Extended Warranty (10 Year)	0.0	\$1,485.00	\$0.00
DEW-EXWAR200003 - 10 Year Liquid Cooled Extended Limited Warranty - 22kW to 60KW			
Available as an Add On for \$1485.00 (See Attachment)			
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: \$41,193.21

Subtotal	\$41,193.21
Tax (Sales Tax 8.25%)	\$0.00

Total \$41,193.21

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 #
4/1/2025	18784

Name / Address
City of Ingleside Animal Control 1480 4th St. Ingleside, Tx 78362

Project
48KW Diesel Gener...

Description		Total
requested estimate for generator at 1480 4th St for animal control per Don 8/16/24 361-238-3733 dgustafson@inglesidetx.gov Provide materials and labor to install a 120/240 Volt 1 Phase 48KW Diesel Generator with Extended Run Fuel Tank and a 400 Amp 120/240 Volt 1 Phase Auto Transfer Switch. Includes a concrete pad installed within 30 Feet of the Electrical Meter on Building and mount transfer switch next to electrical meter in place of existing Main Breaker Panel. 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. Current Lead Time for generator installation is currently 13 weeks 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, please sign and return quote to us and mark all that apply, thanks; •Annual Maintenance \$550.00 •Surge Protection for Main Structure \$525.00 •Surge Protection for Equipment \$525.00 •5 Year Extended Warranty \$750 •7 Year Extended Warranty \$1,065.00 •10 Year Extended Warranty \$1,485.00 Sent: 4/01/25 Thanks: Mark Williams		45,900.00
		Subtotal \$45,900.00
		Sales Tax (8.25%) \$0.00
Thank you for your business! Card has a 3% transaction fee but checks		Total \$45,900.00

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

HAYNES

ELECTRIC LLC



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

Estimate

ESTIMATE#	1019665692
DATE	08/17/2024
PO#	

CUSTOMER
City of Ingleside PO Drawer 400 Ingleside TX 78362

SERVICE LOCATION
City of Ingleside 4th street pass ave A on left by recycle ctr Ingleside Tx 78362

DESCRIPTION	Need a 50KW Diesel generator install at new animal shelter
-------------	--

Estimate

Description	Qty	Rate	Total
Material			
1- RD04833ADAL DIESEL 48KW LIQUID COOLED GENERAC GENERATOR SINGLE PHASE, 120/240 VOLT Long Run Tank - Roughly 24 week lead time.			
1-400 AMP AUTOMATIC TRANSFER SWITCH SERVICE RATED-GENERAC RTSW400A3, 120/240 VOLT	1.00	39,128.98	39,128.98
\$30,000 deposit to order generator and transfer switch.			
1-CONCRETE PAD			
BATTERIES, WIRE, CONDUITS, CONNECTORS, GROUND ROD.			
Labor	1.00	7,000.00	7,000.00
Labor			
Crain Truck	1.00	600.00	600.00
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: \$46,728.98

PRE-WORK SIGNATURE

Signed By:

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 17

Deliberate and take appropriate action on awarding a contract to McWhorters Electric, Inc. for a new generator at the N.O. Simmons elevated storage tank (EST).

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Due to the fact that there are several electronic components that run from the N.O. Simmons Elevated Storage Tank, it is necessary to maintain power in the event of a power outage. The staff requested quotes for the turn-key installation of a generator. One of the components that is critical to keep running in the event of a power outage at this location is the repeater for the internet service for the City of Ingleside. This location is a center-point for communication with City Hall, Police Department, and Fire Department. McWhorters had the lowest bid.

FISCAL ANALYSIS:

The quotes received for this generator are \$36,285.00 from McWhorters Electric Inc., \$38,920.89 from Haynes Electric, and \$39,030.25 from Bell's Air Conditioning & Heating. McWhorters Electric Inc. had the lowest quote for turn-key installation.

RECOMMENDATION:

The staff recommends awarding this project to McWhorters Electric Inc. in the amount of \$36,285.00.

ATTACHMENTS:

1. MCWHORTERS QUOTE-NO SIMMONS GENERATOR
2. BELLS QUOTE-NO SIMMONS GENERATOR
3. HAYNES QUOTE-NO SIMMONS GENERATOR

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

Estimate

Date	Estimate #
3/25/2025	18777

Name / Address
City of Ingleside water Dept PO Drawer 400 Ingleside, TX 78362

Project
30KW Diesel Gener...

Description	Total
REVISED for 3-25-2025 Dated Quote City of Ingleside Water Department 2401 Hwy 361 Provide materials and labor to install a 120/240 Volt 1 Phase 30KW Diesel Generator with Extended Run Fuel Tank and a 200 Amp 120/240 Volt 1 Phase Auto Transfer Switch. Includes a concrete pad installed within 5 Feet of the Electrical Meter Pole and mount transfer switch as required by AEP standards. 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. Generator will be bolted to Concrete pad. 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. Will also simulate power outage to insure auto transfer switch is operating properly unless owner does not want power interrupted for operating systems. 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 •5 Year Extended Warranty \$750 •7 Year Extended Warranty \$1,065.00 •10 Year Extended Warranty \$1,485.00 Sent: 3/25/25 Thanks: Mark Williams	36,285.00
	Subtotal 36,285.00
	Sales Tax (8.25%) \$0.00
	Total 36,285.00

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



Bell's Air Conditioning & Heating

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

(361) 776-3815
ap@inglesidetx.gov

ESTIMATE	#202549
ESTIMATE DATE	Apr 1, 2025
SERVICE DATE	Mar 30, 2025
TOTAL	\$39,030.25

SERVICE ADDRESS

2401 TX-361
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
Install a Generator and Transfer Switch	1.0	\$0.00	\$0.00
Dale called in needs us to rebid the installation of a 30-kw generator at the Water Tower at N.O. Simmons Park - located approx. 10ft from Main Service Panel			
			Services subtotal: \$0.00
Materials	qty	unit price	amount
RA03022ADAL - 30KW D2.2L G22 TA 120/240 1PH 130 GAL	1.0	\$0.00	\$0.00
RA03022ADAL - 30KW D2.2L G22 TA 120/240 1PH 130 GAL, Long Run Tank Approx. 8-10 week Lead Time (as of time of Estimate)			
Generac RXSW200A3 - Generac Smart Switch, Service Rated, 200 amps, 120/240, 1Ø, NEMA 3R 200 Amp Service Rated Transfer Switch	1.0	\$0.00	\$0.00
Generator Wire	1.0	\$0.00	\$0.00
1/0 THHN Wire / 4 Conductors 18/9 control wire 12/3 Wire for Battery Charger (Designated Circuit)			

Supplies - Material	1.0	\$0.00	\$0.00
Material from Main Panel to ATS and ATS to Generator Conduit 3 " & 1" to Gen, 2" to ATS Fittings Wire Lugs (Ground & Neutral)			
Located Approx. 10ft from Power Pole			
Concrete Pad	1.0	\$0.00	\$0.00
Pour Concrete Pad (Approx. 48x96) w/ Rebar			
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			
Material & - Labor	1.0	\$39,030.25	\$39,030.25
70% Deposit will be required to order the Equipment			
Generac Extended Warranty (10 Year)	0.0	\$1,485.00	\$0.00
DEW-EXWAR200003 - 10 Year Liquid Cooled Extended Limited Warranty - 22kW to 60KW			
Available as an Add On for \$1485.00 (See Attachment)			
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: \$39,030.25

Subtotal	\$39,030.25
Tax (Sales Tax 8.25%)	\$0.00

Total \$39,030.25

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

HAYNES

ELECTRIC LLC



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

Estimate

ESTIMATE# 1019665693

DATE 08/17/2024

PO#

CUSTOMER

City of Ingleside
PO Drawer 400
Ingleside TX 78362

SERVICE LOCATION

City of Ingleside
PO Drawer 400
Ingleside TX 78362

DESCRIPTION

Request a 30KW Generator Diesel for water tower located close to Simmons Park.

Estimate

Description	Qty	Rate	Total
Material			
1-RA03022ADAL DIESEL 30KW LIQUID COOLED 30 KW GENERAC GENERATOR SINGLE PHASE, 120/240 VOLT			
1-400 AMP AUTOMATIC TRANSFER SWITCH SERVICE RATED-GENERAC RTSW400A3, 120/240 VOLT	1.00	32,320.89	32,320.89
\$25,000 Deposit due to order.			
1-CONCRETE PAD			
BATTERIES, WIRE, CONDUITS, CONNECTORS, GROUND ROD.			
Labor			
Install Diesel Generator, pad, ATS, wiring, conduits, ground rod, build rack for ATS, communication wires, feeder wires, batteries. Test unit.	1.00	6,000.00	6,000.00
Labor			
Crane truck	1.00	600.00	600.00
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:

\$38,920.89

PRE-WORK SIGNATURE

Signed By:

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 18

Deliberate and take appropriate action on a Resolution of the City Council of Ingleside, San Patricio County, Texas, approving the waiver of pet adoption fees and microchipping fees at the Ingleside Pet Adoption Event occurring on April 26, 2025, at N.O. Simmons Park during the Ingleside Market Day event.

SUBMITTED BY: Martin Molina, Chief of Police

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Staff requests the waiver of the pet adoption and microchipping fees on April 26, 2025, for a pet adoption event at N.O. Simmons Park. The event will be held from 9:00 a.m. to 2:00 p.m. Currently, 29 dogs and two cats are up for adoption. The mobile pet adoption trailer will be used for this event, which will occur during Ingleside market days at the N.O. Simmons parking lot.

FISCAL ANALYSIS:

Each pet adoption costs \$25.00 plus a \$15.00 microchipping fee, for a total of \$40.00 per pet

RECOMMENDATION:

Staff recommends the City Council approve the proposed Resolution waiving the pet adoption and microchipping fees during the pet adoption event on April 26, 2025

ATTACHMENTS:

1. Resolution - WAIVE PET ADOPTION FEES

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE CITY COUNCIL OF INGLESIDE, SAN PATRICIO COUNTY, TEXAS, APPROVING THE WAIVER OF PET ADOPTION FEES AND MICROCHIPPING FEES AT THE PET ADOPTION EVENT AT N.O. SIMMONS PARK ON APRIL 26, 2025.

WHEREAS, in accordance with City of Ingleside Code of Ordinances Chapter 14 ARTICLE I, SECTION 14.43 (f) the City of Ingleside charges a \$25 adoption fee and \$15 Microchipping fee for animals that have been impounded and have not been claimed after the expiration of a redemption period.

WHEREAS, the Ingleside Animal Shelter wishes to offer free pet adoptions and free microchipping for all new pet adoptions on April 26, 2025. It is the goal of the Ingleside Animal Facility to have every animal adopted to a loving home.

WHEREAS, the Ingleside Animal Shelter will waive the \$25 Pet Adoption and \$15 Microchipping fee on April 26, 2025 for all new pet adoptions for all persons.

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

Section 1. The matter and facts recited in the preamble hereof are found and determined to be true and correct.

Section 2. The Ingleside Animal Facility is authorized to waive Pet Adoption fees and Microchipping fees on April 26, 2025.

PASSED AND APPROVED this 22nd day of April, 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

CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 19

Deliberate and take appropriate action on the special use permit request for Texas Coast Youth Soccer League for the use of football and soccer fields at N.O. Simmons Park on May 30-31, 2025.

SUBMITTED BY: Gary Paredez, Director of Infrastructure Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Texas Coast Youth Soccer League is planning to host a 5v5 soccer tournament at N.O. Simmons Park on May 30 and May 31, 2025, from 7:00 AM to 10:00 PM each day. The event is expected to attract approximately 400 to 500 attendees. The league intends to utilize both the football and soccer fields, with parking available near the water tower. This will mark the first tournament hosted by Texas Coast Youth Soccer League in Ingleside.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

1. Texas Coast May 30-31, 2025

City of Ingleside

Special Use Permit

Name of Organization: TEXAS Coast Youth Soccer League Non-Profit? Yes ☒ No ☐
Your Name: Gerald Crain HOT Fund Application? Yes ☐ No ☐
Address: P.O. Box 24 City Ingleside Zip 78362
Phone (include area code): 361-790-4017 Email: jerrye-1973@yahoo.com
Name of Event: 5V5 Soccer Date of Event: 30 MAY 25 - Friday TO set up
Estimated Attendance: 400 - 500 people 31 MAY 25 - Saturday For Event

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: Use from 7am to 10 pm Both days

Indicate set-up and take-down times: Set up 30 may 25

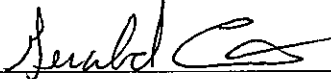
Take down 31 may 25

Applicant Initial HC

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.

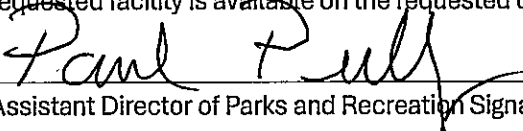
NOTE: The permittee shall be responsible for returning the park's grounds to their original state.


Signature of Adult Applicant

4/8/25
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

4-14-25
Date:

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

Note: If signed by the mayor, this document authorizes the Special Use 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: April 22, 2025

AGENDA ITEM: 20

Deliberate and take appropriate action on the special use permit request for Texas Coast Youth Soccer League for the use of football and soccer fields at N.O. Simmons Park on August 1-2, 2025.

SUBMITTED BY:

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Texas Coast Youth Soccer League is planning to host a 5v5 youth soccer tournament at N.O. Simmons Park on August 1–2, 2025, with event hours scheduled from 7:00 AM to 10:00 PM each day. The tournament is expected to draw approximately 400 to 500 attendees, including players, coaches, families, and spectators. The league plans to utilize both the football and soccer fields for tournament play, and parking will be available near the water tower to accommodate guests.

FISCAL ANALYSIS:

RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

1. Texas Coast August 1-2, 2025

City of Ingleside

Special Use Permit

Name of Organization: Texas Coast Youth Soccer League Non-Profit? Yes ☒ No ☐
Your Name: Gerald Crain HOT Fund Application? Yes ☐ No ☐
Address: P.O. Box 24 City Ingleside Zip 78362
Phone (include area code): 361-790-4017 Email: jerryc-1973@yahoo.com
Name of Event: 5V5 Soccer Date of Event: 02 Aug 25
Estimated Attendance: 400-500 people

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: use from 7am to 10pm Both Days

Indicate set-up and take-down times: Set up 01 Aug 25
Take down 02 Aug 25

Applicant Initial AK

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.

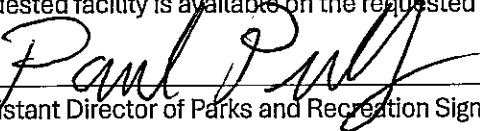


Signature of Adult Applicant

4/8/25
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

4-16-25
Date:

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

Note: If signed by the mayor, this document authorizes the Special Use 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: April 22, 2025

AGENDA ITEM: 21

Deliberate and take appropriate action on a Resolution to designate a City employee for the purposes of administering Minor Plats, Amending Plants and Vacating Plats Per Section 54-92 of the City Code of Ordinances.

SUBMITTED BY: Bernard Rodriguez, Director of Development Services

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

Section 54-92 of the Code of Ordinances states, "The council shall appoint, by resolution, a city employee to serve as the designated employee for the purposes of administering this article" Chapter 54 Subdivisions Article IV Minor Plats, Amending Plats and Vacating Plats. Therefore, the designation of a named employee is required. Per Texas state statutes, a minor plat is defined as 4 lots or less that requires no public improvements, i.e. water or wastewater line extensions, etc. Street and utility easement dedications are allowed on minor plat approvals. Any Minor Plats, Amending Plats and Vacating Plats submitted to the Development Services Department shall be fully vetted to ensure compliance with the applicable local code and state statutes. Including but not limited to dedications, tax certificates, preliminary plat verification, and any applicable field notes. The Minor Plats, Amending Plats and Vacating Plats will also be reviewed by the consulting engineer and Infrastructure Services department.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends approval of Bernard Rodriguez, Director of Development Services Department, in compliance with the applicable code.

ATTACHMENTS:

1. RES_2025-XX_Resolution_Draft_Minor_Plats_(003)DOCS1-#350941-v1

RESOLUTION NO. 2025-_____

**A RESOLUTION TO DESIGNATE A CITY EMPLOYEE FOR THE
PURPOSES OF ADMINISTERING MINOR PLATS, AMENDING PLANTS
AND VACATING PLATS PER SECTION 54-92 OF THE CITY CODE OF
ORDINANCES.**

WHEREAS, Section 54-92 of the Code of Ordinances states, “The council shall appoint, by resolution, a city employee to serve as the designated employee for the purposes of administering this article” Chapter 54 Subdivisions. Article IV. Minor Plats, Amending Plants and Vacating Plats and

WHEREAS, the City Council for the City of Ingleside (“City Council”) find that an employee has not yet been designated at this time;

WHEREAS, the City Council desires at this time to appoint a city employee to serves as the designated employee for the purposes for administering Article IV of Chapter 54 of the Ingleside Code of Ordinances.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INGLESIDE, COUNTY OF SAN PARICIO, STATE OF TEXAS:

Section 1. The City Council for the City of Ingleside hereby appoints Bernard Rodriguez, Director of Development Services Department, to serve as the designated employee referenced in Section 54-92 of the City Code of Ordinances for the purposes of administering Chapter 54 Subdivision Article IV Minor Plats, Amending Plats and Vacating Plats.

PASSED AND APPROVED this ____ day of _____ 2025 by ____ (ayes) to ____ (nays) with ____ abstentions by a vote of the City Council of the City of Ingleside.

CITY OF INGLESIDE, TEXAS

Pedro Oscar Adame, Mayor

ATTEST:

Jana Stork, City Secretary

CITY COUNCIL AGENDA

Regular Meeting: April 22, 2025

AGENDA ITEM: 22

Deliberate and take appropriate action on the status of 1350 Indian Trail, Ingleside, TX (BURTON & DANFORTH SUBD BLK F, PT OF FARM LOT 2 (6.071 ACRES)).

SUBMITTED BY: City Manager Lewis at the Request of Mayor Adame

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

On February 13, 2025, Development Services Director Bernard Rodriguez sent a letter to Victor Polanco and Sarah Snodgrass with information to comply with both local city ordinance Chapter 54 - Subdivisions and the State of Texas Local Government Code, Chapter 212. Municipal Regulation of Subdivisions and Property Development.

The subject property is an unplatted approximate six (6) acre tract of land (6.071 acres out of Farm Lot 2, Burton & Danforth Subdivision) located approximately 330 feet west of the intersection of Pace Avenue and Indian Trail. The property is zoned R1 – Single Family Residential. The property owner, Mr. Victor Polanco, desires to construct a single-family residence and a detached shop building. Development Services staff met with Mr. Polanco to explore options to develop the property and explain City development requirements.

The lot, although greater than five (5), is required to be platted prior to the issuance of a building permit due to dedication of public improvements (drainage right of way, water infrastructure and utility easement, and street right of way). An existing drainage channel (to be confirmed by the San Patricio County Drainage District) exists along Indian Trail and the land associated with drainage channel must be dedicated for public use. The Owner is required to extend City water service in a dedicated utility easement, from its present location at the intersection of Pace Avenue / Indian Trail to the property. Indian Trail, with an existing forty (40) foot right of way, is an unimproved unpaved street and additional right of way must be dedicated as the adopted Master Transportation Plan requires a minimum fifty (50) foot right of way for local streets.

Staff presented a report regarding the above referenced property on May 23, 2023.

The Minutes of the May 23, 2023, Regular City Council Meeting Minutes, No Action was taken.

Several meetings were held with staff and the property owner(s) with the last meeting taking place on February 13, 2025 at 9:00 am. Mayor Pro-Tem Long and Council Member John Salinas were in attendance.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:

Staff recommends City Council follow State Law and Local Ordinances.

ATTACHMENTS:

1. City Council Agenda Item 05-23-2023
2. 2-13-25 Victor Polanco Sarah Snodgrass Letter
3. Local Govt Code Ch. 212 Subdivision
4. 1350 Indian Trail_PP

CITY COUNCIL AGENDA

Regular Meeting: Tuesday, May 23, 2023

AGENDA ITEM: 25

Deliberate and take possible action on the status update of 1350 Indian Trail.

SUBMITTED BY: Gene Delauro, Interim Building Official
Agenda item requested by City Council.

APPROVED FOR AGENDA: BBL

BACKGROUND:

The subject property is an unplatted approximate six (6) acre tract of land (6.071 acres out of Farm Lot 2, Burton & Danforth Subdivision) located approximately 330 feet west of the intersection of Pace Avenue and Indian Trail. The property is zoned R1 – Single Family Residential. The property owner, Mr. Victor Polanco, desires to construct a single-family residence and a detached shop building. Development Services staff met with Mr. Polanco to explore options to develop the property and explain City development requirements.

The lot, although greater than five (5), is required to be platted prior to the issuance of a building permit due to dedication of public improvements (drainage right of way, water infrastructure and utility easement, and street right of way). An existing drainage channel (to be confirmed by the San Patricio County Drainage District) exists along Indian Trail and the land associated with drainage channel must be dedicated for public use. The Owner is required to extend City water service in a dedicated utility easement, from its present location at the intersection of Pace Avenue / Indian Trail to the property. Indian Trail, with an existing forty (40) foot right of way, is an unimproved unpaved street and additional right of way must be dedicated as the adopted Master Transportation Plan requires a minimum fifty (50) foot right of way for local streets.

Staff provided the following option to the Owner; request a rezoning of the property from R1 – Single Family to R1-F Farm Zone, a subdistrict of R1 – Single Family. The R1-F district requires a minimum 2.5-acre lot, 100 feet of road frontage and an all-weather surface public road, but not a paved road. Curb and gutter and sidewalks are not required. The all-weather road must be designed to support a 75,000 lb. load for emergency services (Police, Fire, Medical) as well as for solid waste vehicles.

If the City Council approves the rezoning, the applicant may engage the services of a licensed surveyor to prepare a plat of the property with the appropriate land dedications discussed above. Upon City Council approval of the plat, the applicant may apply to construct a single-family residence and shop to the City for review and approval.

FISCAL ANALYSIS:

N/A

RECOMMENDATION:



P.O. Drawer 400 • Ingleside, TX 78362 • Phone (361)776-3815 • Fax (361)775-0109

Victor Polanco & Sarah Snodgrass
2078 Ridgewood Circle
Ingleside, Tx 78362

February 13, 2025
HAND DELIVERED

RE: 1350 Indian Trail

Victor Polanco & Sarah Snodgrass,

To move your project forward and provide clarification in the requirement to comply with both local city ordinance Chapter 54 - Subdivisions and the State of Texas Local Government Code, Chapter 212. Municipal Regulation of Subdivisions and Property Development, I offer the following.

The authority and purpose of Chapter 54 state the following:

Chapter 54 SUBDIVISIONS

Sec. 54-1. Authority of chapter. This chapter is adopted under the authority of the state constitution and laws, including particularly Texas Local Government Code § 212.001 et seq. Sec. 54-2. Purpose of chapter. The purpose of this chapter is to provide for the orderly, safe and healthful development of the area within the city and to promote the health, safety, morals and general welfare of the community.

The question posed is whether this property is required to plat. The property in question is addressed as 1350 Indian Trail, legal description, BURTON & DANFORTH SUBD BLK F, PT OF FARM LOT 2 (6.07) ACRES. Chapter 212, Municipal Regulation of Subdivisions and Property Development, Section 212.004 states: *The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, **building**, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended by the owner of the tract to be dedicated to public use **must have a plat of the subdivision prepared.** A division of a tract under this subsection includes a division regardless of whether it is made by using a metes and bounds description in a deed of conveyance or in a contract for a deed, by using a contract of sale or other executory contract to convey, or by using any other method. A division of land under this subsection does not include a division of land into parts greater than five acres, where each*

part has access and no public improvement is being dedicated. Please see attached a copy of the Texas Local Government Code, Chapter 212. Municipal Regulation of Subdivisions and Property Development excerpt. This section requires a plat for building and if public improvements are needed. Since Indian Trail is not an improved right of way and there is no water directly available, public improvements are needed thus requiring a plat. Language similar to state law is included in the City's Subdivision Ordinance, Chapter 54. Additionally Chapter 66, Utilities, Section 66-2 (b) states *The city may not serve or connect any land with sewer or water service unless: (1) The land is part of a plat conforming with the subdivision regulations of the city and the land itself conforms with those regulations; or (2) The land is not part of a plat described under subsection (b)(1) of this section and a plat is not required under subdivision regulations.* Since the subdivision rules require to plat, water service cannot be provided until the property is platted.

Furthermore, on May 23, 2023, the Ingleside City Council meeting included an agenda item detailing the requirements to proceed with the proposed development. Mr. Gene Delauro, Interim Building Official, provided a detailed background of the project in question. Mr. Delauro stated, *The lot, although greater than five (5), is required to be platted prior to the issuance of a building permit due to dedication of public improvements (drainage right of way, water infrastructure and utility easement, and street right of way). An existing drainage channel (to be confirmed by the San Patricio County Drainage District) exists along Indian Trail and the land associated with drainage channel must be dedicated for public use. The Owner is required to extend City water service in a dedicated utility easement, from its present location at the intersection of Pace Avenue / Indian Trail to the property. Indian Trail, with an existing forty (40) foot right of way, is an unimproved unpaved street and additional right of way must be dedicated as the adopted Master Transportation Plan requires a minimum fifty (50) foot right of way for local streets.* Please see attached copies of the agenda and agenda item attachment. The city of Ingleside concurs with the assessment presented on May 23, 2023, as they are still valid to this date. We highly recommend that you present your request to a licensed Civil Engineer or surveyor for an assessment.

Unimproved parcels of land with existing unimproved street right of way, (ROW), exist in the city of Ingleside, surrounding area, and indeed, throughout the state of Texas. The unimproved ROW is recorded in place to prevent land locking other parcels of land and provide access for future development-driven land improvements. In Texas, developer-driven land improvement requirements typically include constructing necessary infrastructure like roads, water lines, wastewater utilities, and drainage systems. All improvements are mandated by local zoning ordinances and essentially requiring developers to improve raw land before building upon it, with the specific requirements varying based on local ordinance and project type.

Key aspects of Texas developer-driven land improvements include but not limited to the following:

Subdivision platting:

Developers must submit a subdivision plat detailing the layout of lots, streets, and utilities, which needs approval from the city before development can begin.

Infrastructure construction:

Developers are responsible for building roads, sidewalks, street lighting, storm drains, water lines, and sewer lines within their development area.

Utility connections:

Connecting new infrastructure to existing utility lines falls on the developer.

Grading and site preparation:

Leveling land, managing slopes, and preparing the site for construction.

Drainage plans:

Designing drainage systems to manage stormwater runoff and prevent flooding and in some instances an on-site detention pond to mitigate stormwater and prevent direct drainage into a drainage ditch which can adversely affect the drainage ditch integrity and capacity to flow in a positive manner.

In closing, we encourage you to consult with a licensed Civil Engineer or surveyor for an assessment. We are willing and able to discuss the project with you in a positive collective manner, however, the Development Services Department is bound to the local ordinances and state statutes.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Bernard Rodriguez".

Bernard Rodriguez, Director
Development Services Department

CC:

Brenton Lewis, City Manager
Mayor & City Council Members

Attachments:

Texas Local Government Code, Chapter 212. Municipal Regulation of Subdivisions and Property Development excerpt.

May 23, 2023, Ingleside City Council meeting agenda and agenda item.



P.O. Drawer 400 • Ingleside, TX 78362 • Phone (361)776-3815 • Fax (361)775-0109

Victor Polanco & Sarah Snodgrass
2078 Ridgewood Circle
Ingleside, Tx 78362

February 13, 2025
HAND DELIVERED

RE: 1350 Indian Trail

Victor Polanco & Sarah Snodgrass,

To move your project forward and provide clarification in the requirement to comply with both local city ordinance Chapter 54 - Subdivisions and the State of Texas Local Government Code, Chapter 212. Municipal Regulation of Subdivisions and Property Development, I offer the following.

The authority and purpose of Chapter 54 state the following:

Chapter 54 SUBDIVISIONS

Sec. 54-1. Authority of chapter. This chapter is adopted under the authority of the state constitution and laws, including particularly Texas Local Government Code § 212.001 et seq. Sec. 54-2. Purpose of chapter. The purpose of this chapter is to provide for the orderly, safe and healthful development of the area within the city and to promote the health, safety, morals and general welfare of the community.

The question posed is whether this property is required to plat. The property in question is addressed as 1350 Indian Trail, legal description, BURTON & DANFORTH SUBD BLK F, PT OF FARM LOT 2 (6.07) ACRES. Chapter 212, Municipal Regulation of Subdivisions and Property Development, Section 212.004 states: *The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, **building**, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended by the owner of the tract to be dedicated to public use **must have a plat of the subdivision prepared.** A division of a tract under this subsection includes a division regardless of whether it is made by using a metes and bounds description in a deed of conveyance or in a contract for a deed, by using a contract of sale or other executory contract to convey, or by using any other method. A division of land under this subsection does not include a division of land into parts greater than five acres, where each*

part has access and no public improvement is being dedicated. Please see attached a copy of the Texas Local Government Code, Chapter 212. Municipal Regulation of Subdivisions and Property Development excerpt. This section requires a plat for building and if public improvements are needed. Since Indian Trail is not an improved right of way and there is no water directly available, public improvements are needed thus requiring a plat. Language similar to state law is included in the City's Subdivision Ordinance, Chapter 54. Additionally Chapter 66, Utilities, Section 66-2 (b) states *The city may not serve or connect any land with sewer or water service unless: (1) The land is part of a plat conforming with the subdivision regulations of the city and the land itself conforms with those regulations; or (2) The land is not part of a plat described under subsection (b)(1) of this section and a plat is not required under subdivision regulations.* Since the subdivision rules require to plat, water service cannot be provided until the property is platted.

Furthermore, on May 23, 2023, the Ingleside City Council meeting included an agenda item detailing the requirements to proceed with the proposed development. Mr. Gene Delauro, Interim Building Official, provided a detailed background of the project in question. Mr. Delauro stated, *The lot, although greater than five (5), is required to be platted prior to the issuance of a building permit due to dedication of public improvements (drainage right of way, water infrastructure and utility easement, and street right of way). An existing drainage channel (to be confirmed by the San Patricio County Drainage District) exists along Indian Trail and the land associated with drainage channel must be dedicated for public use. The Owner is required to extend City water service in a dedicated utility easement, from its present location at the intersection of Pace Avenue / Indian Trail to the property. Indian Trail, with an existing forty (40) foot right of way, is an unimproved unpaved street and additional right of way must be dedicated as the adopted Master Transportation Plan requires a minimum fifty (50) foot right of way for local streets.* Please see attached copies of the agenda and agenda item attachment. The city of Ingleside concurs with the assessment presented on May 23, 2023, as they are still valid to this date. We highly recommend that you present your request to a licensed Civil Engineer or surveyor for an assessment.

Unimproved parcels of land with existing unimproved street right of way, (ROW), exist in the city of Ingleside, surrounding area, and indeed, throughout the state of Texas. The unimproved ROW is recorded in place to prevent land locking other parcels of land and provide access for future development-driven land improvements. In Texas, developer-driven land improvement requirements typically include constructing necessary infrastructure like roads, water lines, wastewater utilities, and drainage systems. All improvements are mandated by local zoning ordinances and essentially requiring developers to improve raw land before building upon it, with the specific requirements varying based on local ordinance and project type.

Key aspects of Texas developer-driven land improvements include but not limited to the following:

Subdivision platting:

Developers must submit a subdivision plat detailing the layout of lots, streets, and utilities, which needs approval from the city before development can begin.

Infrastructure construction:

Developers are responsible for building roads, sidewalks, street lighting, storm drains, water lines, and sewer lines within their development area.

Utility connections:

Connecting new infrastructure to existing utility lines falls on the developer.

Grading and site preparation:

Leveling land, managing slopes, and preparing the site for construction.

Drainage plans:

Designing drainage systems to manage stormwater runoff and prevent flooding and in some instances an on-site detention pond to mitigate stormwater and prevent direct drainage into a drainage ditch which can adversely affect the drainage ditch integrity and capacity to flow in a positive manner.

In closing, we encourage you to consult with a licensed Civil Engineer or surveyor for an assessment. We are willing and able to discuss the project with you in a positive collective manner, however, the Development Services Department is bound to the local ordinances and state statutes.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Bernard Rodriguez', is written over a horizontal line.

Bernard Rodriguez, Director
Development Services Department

CC:
Brenton Lewis, City Manager
Mayor & City Council Members

Attachments:
Texas Local Government Code, Chapter 212. Municipal Regulation of Subdivisions and Property Development excerpt.
May 23, 2023, Ingleside City Council meeting agenda and agenda item.

LOCAL GOVERNMENT CODE

TITLE 7. REGULATION OF LAND USE, STRUCTURES, BUSINESSES, AND RELATED
ACTIVITIES

SUBTITLE A. MUNICIPAL REGULATORY AUTHORITY

CHAPTER 212. MUNICIPAL REGULATION OF SUBDIVISIONS AND PROPERTY DEVELOPMENT

SUBCHAPTER A. REGULATION OF SUBDIVISIONS

Sec. 212.001. DEFINITIONS. In this subchapter:

(1) "Extraterritorial jurisdiction" means a municipality's extraterritorial jurisdiction as determined under Chapter 42, except that for a municipality that has a population of 5,000 or more and is located in a county bordering the Rio Grande River, "extraterritorial jurisdiction" means the area outside the municipal limits but within five miles of those limits.

(2) "Plat" includes a preliminary plat, final plat, and replat.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, Sec. 46(b), eff. Aug. 28, 1989.

Amended by:

Acts 2019, 86th Leg., R.S., Ch. 951 (H.B. 3167), Sec. 1, eff. September 1, 2019.

Acts 2023, 88th Leg., R.S., Ch. 1125 (H.B. 3699), Sec. 1, eff. September 1, 2023.

Sec. 212.0015. CONSTRUCTION OF SUBCHAPTER. This subchapter may not be construed to restrict a municipality from establishing a submittal calendar to be used by an applicant to facilitate compliance with the approval process described by Sections 212.009, 212.0091, 212.0093, and 212.0095.

Added by Acts 2023, 88th Leg., R.S., Ch. 1125 (H.B. 3699), Sec. 2, eff. September 1, 2023.

Sec. 212.002. RULES. After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the

health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 212.0021. SUBDIVISION REQUIREMENTS. The governing body of a municipality, by ordinance and after notice is published in a newspaper of general circulation in the municipality, may:

(1) adopt, based on the amount and kind of travel over each street or road in a subdivision, reasonable specifications relating to the construction of each street or road; and

(2) adopt reasonable specifications to provide adequate drainage for each street or road in a subdivision in accordance with standard engineering practices.

Added by Acts 2023, 88th Leg., R.S., Ch. 1125 (H.B. 3699), Sec. 3, eff. September 1, 2023.

Sec. 212.0025. CHAPTER-WIDE PROVISION RELATING TO REGULATION OF PLATS AND SUBDIVISIONS IN EXTRATERRITORIAL JURISDICTION. The authority of a municipality under this chapter relating to the regulation of plats or subdivisions in the municipality's extraterritorial jurisdiction is subject to any applicable limitation prescribed by an agreement under Section 242.001.

Added by Acts 2003, 78th Leg., ch. 523, Sec. 6, eff. June 20, 2003.

Sec. 212.003. EXTENSION OF RULES TO EXTRATERRITORIAL JURISDICTION.

(a) The governing body of a municipality by ordinance may extend to the extraterritorial jurisdiction of the municipality the application of municipal ordinances adopted under Section 212.002 and other municipal ordinances relating to access to public roads or the pumping, extraction, and use of groundwater by persons other than retail public utilities, as defined by Section 13.002, Water Code, for the purpose of preventing the use or contact with groundwater that presents an actual or potential threat to human health. However, unless otherwise authorized by state law, in its extraterritorial jurisdiction a municipality shall not regulate:

(1) the use of any building or property for business, industrial, residential, or other purposes;

(2) the bulk, height, or number of buildings constructed on a particular tract of land;

(3) the size of a building that can be constructed on a particular tract of land, including without limitation any restriction on the ratio of building floor space to the land square footage;

(4) the number of residential units that can be built per acre of land; or

(5) the size, type, or method of construction of a water or wastewater facility that can be constructed to serve a developed tract of land if:

(A) the facility meets the minimum standards established for water or wastewater facilities by state and federal regulatory entities; and

(B) the developed tract of land is:

(i) located in a county with a population of 2.8 million or more; and

(ii) served by:

(a) on-site septic systems constructed before September 1, 2001, that fail to provide adequate services; or

(b) on-site water wells constructed before September 1, 2001, that fail to provide an adequate supply of safe drinking water.

(b) A fine or criminal penalty prescribed by the ordinance does not apply to a violation in the extraterritorial jurisdiction.

(c) The municipality is entitled to appropriate injunctive relief in district court to enjoin a violation of municipal ordinances or codes applicable in the extraterritorial jurisdiction.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, Sec. 46(b), eff. Aug. 28, 1989; Acts 1989, 71st Leg., ch. 822, Sec. 6, eff. Sept. 1, 1989; Acts 2001, 77th Leg., ch. 68, Sec. 1, eff. Sept. 1, 2001; Acts 2003, 78th Leg., ch. 731, Sec. 3, eff. Sept. 1, 2003.

Sec. 212.004. PLAT REQUIRED. (a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended by the owner of the tract to be dedicated to public use must have a plat of the subdivision prepared. A division of a tract under this subsection includes a division regardless of whether it is made by using a metes and bounds description in a deed of conveyance or in a contract for a deed, by using a contract of

sale or other executory contract to convey, or by using any other method. A division of land under this subsection does not include a division of land into parts greater than five acres, where each part has access and no public improvement is being dedicated.

(b) To be recorded, the plat must:

(1) describe the subdivision by metes and bounds;
(2) locate the subdivision with respect to a corner of the survey or tract or an original corner of the original survey of which it is a part; and

(3) state the dimensions of the subdivision and of each street, alley, square, park, or other part of the tract intended by the owner of the tract to be dedicated to public use.

(c) The owner or proprietor of the tract or the owner's or proprietor's agent must acknowledge the plat in the manner required for the acknowledgment of deeds.

(d) The plat must be filed and recorded with the county clerk of the county in which the tract is located.

(e) The plat is subject to the filing and recording provisions of Section 12.002, Property Code.

(f) A plat is considered filed on the date the applicant submits the plat, along with a completed plat application and the application fees and other requirements prescribed by or under this subchapter, to:

- (1) the governing body of the municipality; or
- (2) the municipal authority responsible for approving plats.

(g) The governing body of a municipality or the municipal authority responsible for approving plats may not require an analysis, study, document, agreement, or similar requirement to be included in or as part of an application for a plat, development permit, or subdivision of land that is not explicitly allowed by state law.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, Sec. 46(b), eff. Aug. 28, 1989; Acts 1989, 71st Leg., ch. 624, Sec. 3.02, eff. Sept. 1, 1989; Acts 1993, 73rd Leg., ch. 1046, Sec. 1, eff. Aug. 30, 1993.

Amended by:

Acts 2023, 88th Leg., R.S., Ch. 1125 (H.B. 3699), Sec. 4, eff. September 1, 2023.

Sec. 212.0045. EXCEPTION TO PLAT REQUIREMENT: MUNICIPAL DETERMINATION. (a) To determine whether specific divisions of land are required to be platted, a municipality may define and classify the

Sarah Polanco

1350 Indian Trail, Ingleside, Tx 78362

- The purpose of this PowerPoint is to inform Ingleside city council and the citizens of Ingleside about the issues surrounding our property on Indian Trail

This Letter is attached to city council meeting on Tuesday May, 23 2023. This was after Victor Polanco spoke at 2 prior city council meetings regarding the issues. March 14th,2023, and May 09,2023.

CITY COUNCIL AGENDA
Regular Meeting: Tuesday, May 23, 2023

AGENDA ITEM: 25

Deliberate and take possible action on the status update of 1350 Indian Trail.

SUBMITTED BY: Gene Delauro, Interim Building Official
Agenda item requested by City Council.

APPROVED FOR AGENDA: BBL

BACKGROUND:

The subject property is an unplatted approximate six (6) acre tract of land (6.071 acres out of Farm Lot 2, Burton & Danforth Subdivision) located approximately 330 feet west of the intersection of Pace Avenue and Indian Trail. The property is zoned R1 – Single Family Residential. The property owner, Mr. Victor Polanco, desires to construct a single-family residence and a detached shop building. Development Services staff met with Mr. Polanco to explore options to develop the property and explain City development requirements.

The lot, although greater than five (5), is required to be platted prior to the issuance of a building permit due to dedication of public improvements (drainage right of way, water infrastructure and utility easement, and street right of way). An existing drainage channel (to be confirmed by the San Patricio County Drainage District) exists along Indian Trail and the land associated with drainage channel must be dedicated for public use. The Owner is required to extend City water service in a dedicated utility easement, from its present location at the intersection of Pace Avenue / Indian Trail to the property. Indian Trail, with an existing forty (40) foot right of way, is an unimproved unpaved street and additional right of way must be dedicated as the adopted Master Transportation Plan requires a minimum fifty (50) foot right of way for local streets.

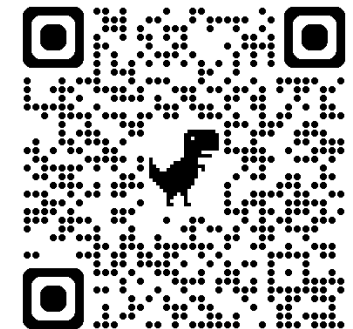
Staff provided the following option to the Owner; request a rezoning of the property from R1 – Single Family to R1-F Farm Zone, a subdistrict of R1 – Single Family. The R1-F district requires a minimum 2.5-acre lot, 100 feet of road frontage and an all-weather surface public road, but not a paved road. Curb and gutter and sidewalks are not required. The all-weather road must be designed to support a 75,000 lb. load for emergency services (Police, Fire, Medical) as well as for solid waste vehicles.

If the City Council approves the rezoning, the applicant may engage the services of a licensed surveyor to prepare a plat of the property with the appropriate land dedications discussed above. Upon City Council approval of the plat, the applicant may apply to construct a single-family residence and shop to the City for review and approval.

FISCAL ANALYSIS:

N/A

QR Code to document



Since at least **January of 2022** we have had multiple conversation with city employees to start progress towards building a residential home on our property. I have emails, and texts with different city employees trying to find a solution to all the issues that arose. There was an abundance of different mismatched information we were told.

Ultimately this letter is the first thing we ever received in writing from the city, after being placed on the agenda.

We were blind-sided by the results of the council meeting, because the grounds of denial to our request were not supported by city ordinance.

Afterall, we came to city council about the road & water issues at the final suggestion of Gene in March,2023.

**First part of letter
recommendation**



The lot, although greater than five (5), is required to be platted prior to the issuance of a building permit due to dedication of public improvements (drainage right of way, water infrastructure and utility easement, and street right of way). An existing drainage channel (to be confirmed by the San Patricio County Drainage District) exists along Indian Trail and the land associated with drainage channel must be dedicated for public use. The Owner is required to extend City water service in a dedicated utility easement, from its present location at the intersection of Pace Avenue / Indian Trail to the property. Indian Trail, with an existing forty (40) foot right of way, is an unimproved unpaved street and additional right of way must be dedicated as the adopted Master Transportation Plan requires a minimum fifty (50) foot right of way for local streets.

Ingleside city Ordinance

Sec. 54-4. - Subdivision generally; plats required.

The owner of a tract of land, located within the city limits or extraterritorial jurisdiction of the city, who proposes a subdivision of his tract, or who divides the tract into two or more parts to lay out suburban buildings, or other lots, or to lay out streets, alleys, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, parks, or other parts, must have a plat of the subdivision prepared. A division of a tract under this section includes a division, regardless of the method used to describe the property, whether it is by a metes and bounds or other description, and regardless of the method or type of document utilized to affect the division, whether by a deed of conveyance, contract for deed, contract of sale or other executory contract to convey. **A division of land under this chapter does not include a division of land into parts greater than five acres, where each part has access to public roadway and no public improvement is being dedicated.**

The land is 6.07 acres & has access through Indian Trail ROW. No public improvement is being dedicated, and we are not dividing the land.

Ingleside City ordinance

Sec. 54-5. - Building permit; required; **exceptions.**

No building permits shall be issued for work on any property which has not been platted or which constitutes only a portion of a platted lot or which is not in conformity with the platting and subdivision rules of the city, with the following **exceptions:**

(1)Property which is **more than five acres** in area and **which is not required to be platted** because of the application of the last sentence of section **54-4;**

(10)In cases where the property of the applicant **has not been divided after the 28th day of February, 1995,** and the application for building permit is accompanied by a **survey** of the property and all improvements thereon and to be constructed thereon, **and applicant makes such grants of right-of-way and easements for drainage, utilities and roads as are required by the building official to assure proper and safe development and in order to assure that future planning and development are not hindered.**

The land has not been divided since September 7th, 1961. The current survey has already been provided to city. **The ordinances state that we can give easements, and we are still within the exception from platting.**

Local government code

Sec. 212.004. PLAT REQUIRED. (a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality **who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended by the owner of the tract to be dedicated to public use** must have a plat of the subdivision prepared. A division of a tract under this subsection includes a division regardless of whether it is made by using a metes and bounds description in a deed of conveyance or in a contract for a deed, by using a contract of sale or other executory contract to convey, or by using any other method. **A division of land under this subsection does not include a division of land into parts greater than five acres, where each part has use, and no public improvement is being dedicated.**

stating, Previously the city required us to plat for an easement to be given to the city for the drainage ditch “it was a public improvement” (from the letter). In the newest letter recommendation, the reason for platting is to establish a utility easement. The Local government code 212.004 which Ingleside city ordinances originated from list out examples of public improvement dedications. And the two different reasons we were given are not **valid examples**. A utility easement is not described in any text as a public improvement dedication, and the examples listed in government code make reasonable examples of what a dedication to public use is. **“(addition to municipality, to lay out suburban, building, or other lots, or to lay out street, alleys, squares, parks)”**

Black’s Law Dictionary defines the term “public improvement” as, “an improvement made to property owned by the state or any other political entity, such as a municipality.”

This definition was sent to me in email from the Texas state law library upon request and is a reputable source.

The evidence of being exempt from platting was in city ordinance, yet we were still told we could not move forward without a plat with no further explanation other than “we will get back to you”.

What is a plat?

Ingleside city ordinance (2-13-2025)

Sec. 54-3. - Definitions.

Plat means a map or drawing showing the lot and street arrangement and other features of a tract of land as proposed by a subdivider and includes a preliminary plat, general plan, final plat, and replat.

Subdivider means any person, partnership, firm, association, corporation, and/or any officer, agent, employee, servant or trustee thereof, who does, or participates in the doing of any act towards the subdivision of land and who is the owner or equitable owner of the land.

Subdivision means a division of any lot, tract, or parcel of land into two or more parts, lots, or sites, for the purpose, whether immediate or future, of sale or division of ownership including a resubdivision of a lot or lots which are part of a previously recorded subdivision.

I am not subdividing the land, therefore; I am not a subdivider. So how can I produce a plat? I am not developing new streets, sidewalks, or divisions on my land.



Knowing what the city ordinance stated about platting, do you think it was justified to require a plat when it went against city ordinance, and **Government code (which has not changed)?**



I will comment further in this powerpoint later on the drainage channel that exist on the property without easement rights. but for now I would like the point out that : there is no such ordinance in the city or state law that states I am required to give easement rights after the fact.

Next, the is the section about water.

There is a 40 ft right of way that is touching my property line.

All right of ways are easements, but not all easements are right of ways. There is **not** a city ordinance that states water lines must go in a dedicated utility easement. In FACT, **there is an ordinance that states water mains MUST go in dedicated streets**. There are also already AEP utility poles that run down the 40 foot right of way (shows the use of right of way as utility easement as well)

Ingleside City Ordinance (2-13-25)

ARTICLE I. - IN GENERAL

Sec. 66-1. - Definitions.

(3)**Residential areas.** Residential areas shall be defined to include AG and R-1 city zoning classifications. Mains in residential areas shall be looped between mains of eight inches or larger nominal size and have a minimum size of six inches nominal size and shall be the shortest of the two following lengths: 3,000 feet or a length that would not have fluid friction which would render the line incapable of producing the flows and pressures set out in this subsection. **Mains in residential areas shall be installed in dedicated streets**, easements (fire lanes) and sized so that the minimum fire flow at any single fire hydrant will be not less than 750 gpm with 20 psi residual pressure and a domestic use of two gpm for every lot in the subdivision.

Ingleside City Ordinance (2-13-25)

Sec. 66-2. - Platting as a condition for water and sewer service.

(a)**This section applies only to land that the city first served or first connected with water and/or sewer services, as applicable, on or after September 1, 1987.** This section is adopted pursuant to V.T.C.A., Local Government Code § 212.012.(b)The city may not serve or connect any land with sewer or water service unless:(1)The land is part of a plat conforming with the subdivision regulations of the city and the land itself conforms with those regulations; or(2)**The land is not part of a plat described under subsection (b)(1) of this section and a plat is not required under subdivision regulations.**

Second the city ordinance states **that you can run a 2 inch line to serve up to 3 lots**, which is what we were requesting a quote for. We were informed by the water department that “the details were with the legal department to get a quote worked up for us, to give the department some time.”

Ingleside City Ordinance

Sec. 66-51. - Extension of water lines to subdivisions, within subdivisions, or to individuals.

Where an approved treated water supply main or source of sufficient capacity to meet fire protection and distribution system standards, as determined by the city engineer, **is available within one** mile of the property being platted, irrespective of location within or without the city limits, the single tract or subdivided **area shall be provided with access to such water supply**. The water main layout shall be designed to form a looped system. No mains shall be less than six inches and the minimum size for service lines shall be four inches, **except that two-inch tubes may be extended to service a maximum of three lots**. The water system and fire protection system shall be in accordance to the latest design standards promulgated by the city engineer, in effect at the time of commencement of construction.

Ingleside City Ordinance

Sec. 66-88. - Fee for extension service.

The city or developer/owner may extend water mains within or without the city limits in order to permit connection by a developer/owner desiring water service. The extension of water service shall be in accordance with the applicable sections of the utilities and subdivision chapters of this Code. **The charge for the fee for service shall be as established by resolution of the city council and listed in appendix A of this Code for that portion of the line fronting the property,** to be paid when the property is platted.

SCHEDULE

(Res. No. 665, § 1, 6-25-96)			
Division 2. Connection and Use Regulations			
(1)	Shutting off, turning on fee	15.00	66-37(6)
(Res. No. 714, § 1, 11-10-98)			
Division 3. Extension of Mains and Lines			
(1)	Development fee, per lot	162.00	66-52(1)
(2)	Development fee, per acre	648.00	
(3)	Single-family or duplex use development fee, per lot	81.00	
(4)	Single-family or duplex use development fee, per acre	324.00	
(5)	Surcharge, per lot (in addition to tap fee)	108.00	
(6)	Front foot charge, per foot	10.00	66-52(4)
(Res. No. 673, 2-11-97)			
Division 4. Water Conservation			
(1)	Effluent distribution permit fee, monthly rates for each unit:		66-76(d)
	a. First 1,000 gallons	10.00	
	b. Per 1,000 gallons, or portion thereof, over 1,000 gallons	5.00	
(Res. No. 677, § 2, 6-11-96)			
Division 5. Rates and Charges			
(1)	Water base rate	Amount	66-86(b)
	Meter size	monthly	

Here is the fee schedule for extension of mains in the city ordinance. So when we told we were receiving a quote for water soon. **We had no reason to believe we were not receiving a quote.** The previous slide City Ordinance 66-88 states **the city may extend water** to the property. **It also states that the owner pays for that portion of the line fronting the property**

Sec. 54-179. - Minimum standards.(2-13-2025)

(9)*Oversized mains.* Where it shall be determined by the council that larger or deeper mains or lines are required in order to provide for the future extensions of the sewer and/or water utility system beyond the limits of the subdivisions in question, **the city shall assume the responsibility for any additional costs involved**. If city funds are not currently available to pay for such larger or deeper mains or lines as may be required, arrangements for reimbursement shall be made by the city.

At our most recent meeting, we were told we would have to install a 6inch water main in a looped system for future development and growth. This ordinance above states that the city will assume responsibility for the additional cost.

Finally, the Right Of Way access

The entire Indian trail, including the developed area, is a 40 ft ROW. In city ordinance there are several designs for right-of-ways which include width sizes.

(k) *Right-of-way widths.* Street right-of-way widths shall be as shown in the general plan for the city, and where not shown therein shall be as follows:

EXPAND

Street Types	Right-of-way Width (in feet)
Major thoroughfares	80
Collector	60
Minor for apartments	60
Minor for other residences	50
Marginal access	38

Ingleside City Ordinance

Sec. 54-3. - Definitions.

Marginal access street means a **minor street** which is parallel to and adjacent to arterial streets and highways, and which **primarily provides access to abutting properties and protection from through traffic.**

The width for marginal access street is 38 feet. We fit under the definition to be able to use a marginal access street.

The letter continued

Staff provided the following option to the Owner; request a rezoning of the property from R1 – Single Family to R1-F Farm Zone, a subdistrict of R1 – Single Family. The R1-F district requires a minimum 2.5-acre lot, 100 feet of road frontage and an all-weather surface public road, but not a paved road. Curb and gutter and sidewalks are not required. The all-weather road must be designed to support a 75,000 lb. load for emergency services (Police, Fire, Medical) as well as for solid waste vehicles.

If the City Council approves the rezoning, the applicant may engage the services of a licensed surveyor to prepare a plat of the property with the appropriate land dedications discussed above. Upon City Council approval of the plat, the applicant may apply to construct a single-family residence and shop to the City for review and approval.

This section is something we agreed on with Gene prior. Gene stated the city is not going to approve constructing a road for one citizen. He suggested using this ordinance **stating that our property specifically could have an all-weather road** (lower cost), our chances may increase. This is the point in time Gene suggested to go to the council about the road for approval. **We did not know** he was going require a rezone, or the rest of the requirements listed in letter, as we had already discussed these issues.

The road was also developed in the 80's as an all-weather gravel road and used by the property owner behind us to access his land property ID 51268, until he received his railroad crossing from HWY 361. The property owner stated when he stopped using the road, people came and stole the road base, and it was never placed back.

The property is zoned R-1 Single family Residential

Ingleside City Ordinance

The property is Sec. 78-150. - Additional classifications.

The following zoning sub-districts are **established within** the R-1 district. R-1 rules and regulations and chapter 54 subdivision and platting rules apply **except** to the extent expressly otherwise provided with respect to a given sub-district.

R1-E (Estate Zone). A subdivision with minimum 12,000 square foot lots each of which has a minimum of 100 feet frontage on a public road. Sidewalks are not required.

R-1R (Ranch Zone). A subdivision with minimum one acre lots each of which has a minimum of 100 feet frontage on a public road. Neither curb, nor gutter, nor sidewalks are required.

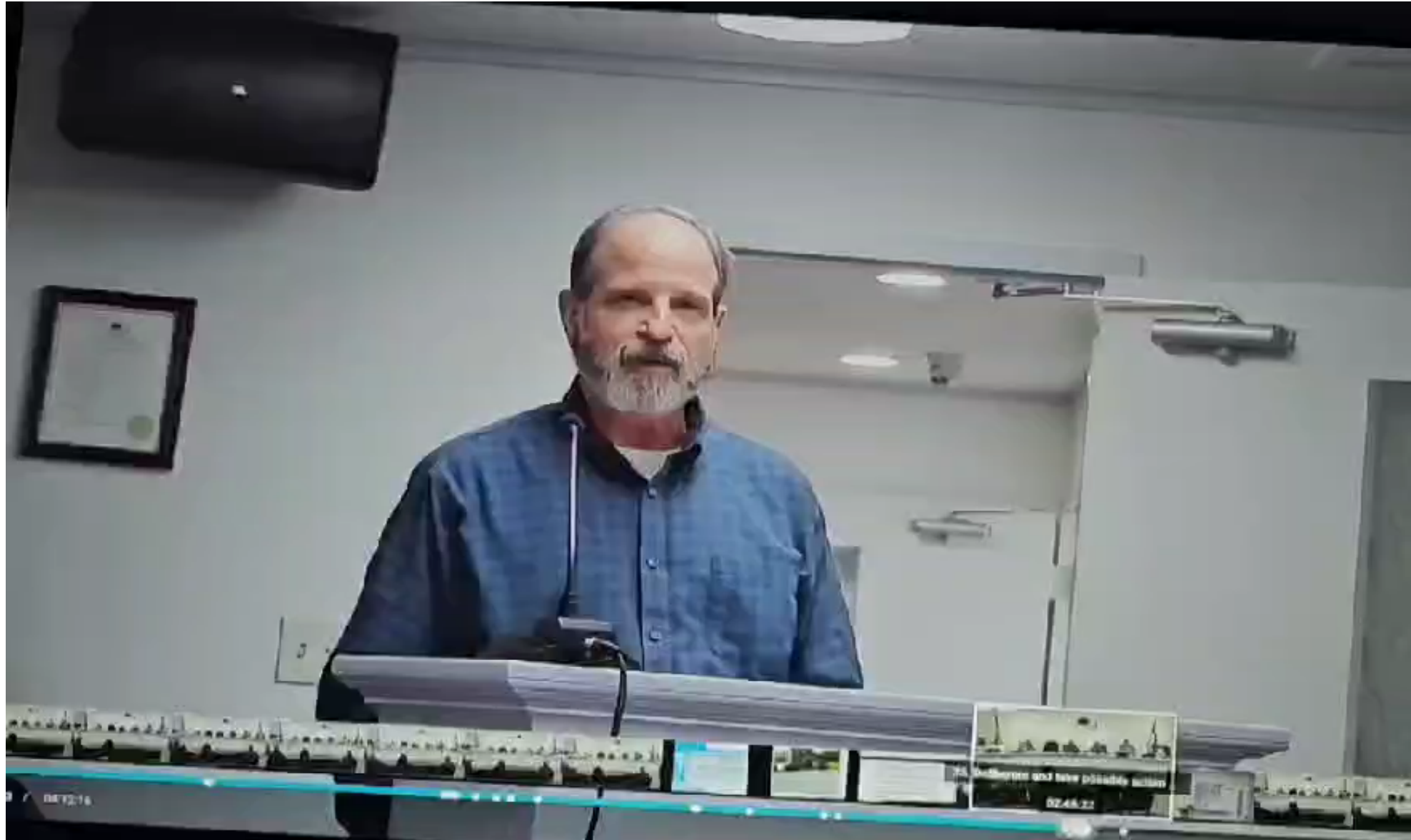
R-1F (Farm Zone). A subdivision with minimum 2½ acre lots each of which has a minimum of 100 feet frontage on a public road. An all weather surface private driveway is required. **Neither curb, nor gutter, nor sidewalks are required. Frontage on an all weather surface public road is required, but a paved public road is not required located in the R-1 single family residential zone.**

The Ordinance clearly states that the sub-districts are **established within** the R-1 district and continues to reiterate that all the rules apply from chapter 54 except that specifically the road can be **an all weather surface**. That is the only difference, the sub district.

At this time it was **impossible** to re-zone to a zone that was not established. **R-1F (Farm Zone) was not an existing zone.** After speaking with Griffith & Bundrett about the rezone, professionally they were not clear on moving forward with this request.



This is what we heard from the council: Take a listen



“just follow the city ordinance”

“just follow the procedure”

“No action taken at all that way he never has to come back here again”



Was that difficult for you to hear, knowing what you know now?

It was very hard for us to hear. knowing all ordinances/state statues that were in place **at that time**, allowed a way for us to move forward!



Do you agree the grounds for denial to move forward were justified?

After the letter presented to council was discussed and we re-interested the ordinances to Gene, we were able to move forward some. We received a permit for our accessory building, & also an electrical permit. Gene would not allow us to move forward without the unjustified rezone, & at this time were told to give him some time to work on the water that he needed to discuss it with the water department, and the city engineer. We gave him some time to conduct those meetings.

After some time has passed & we spoke at city council again in year 2024, we learned that mostly every single ordinance we produced to the city to move forward had been removed or modified. To included the added zone of R-1 Farm. Which was posted on the municipal website 11-25-2024.

I firmly believe that these changes were made to hinder our development, and to support prior claims made in the May, 2023 letter. The state statues are still supportive of our claims. I understand that city ordinance can be more restrictive than the state, but the new ordinances are restrictive in just the places that specifically pertain to our property. The grounds to support the intentional changes to the ordinance as it relates to our request are as follows:

#1: R-1 Farm is not a zone in any of the surrounding cities but because that was required of us to move forward was then added into the city Ordinance more than a year later.

#2: In ordinance number 54-4: The very end that stated: *"A division of land under this subsection does not include a division of land into parts greater than five acres where each part has use and no public improvement is being dedicated"* was removed from city ordinance but still remains in the local government code.

My main question is **why?** I provided all the reasonable ways to move forward in accordance with city ordinance. **Why, instead of working with the citizens, the city worked so hard against us.** This was unjust and **denied reasonable use of the land.** The loss of use most definitely held up in my protest to the appraisal district for my taxes. My taxes were reduced by more than half the amount owed.

I scheduled my latest meeting with the mayor to make him aware of the issues I present to you now. The scheduled meeting turned into a meeting with the director of developmental services reiterating the support of the suggestions in the letter of May 23, 2023 from Gene Interim Building Official **in conjunction with all modified ordinances in place.** It was also suggested at that meeting that I seek a professional engineer to better interpret city ordinance.

When following up on the suggestion it wasn't to my surprise that with the information I provided to the variety of professionals (survey companies, real estate attorneys, land use attorneys) all stated that I have a solid case. I was **in fact** interpreting the ordinances correctly. I have also had discussions with the law library of Texas, San Patricio county records, secretary for a judge in San Patricio county court, San Patricio county drainage district, etc..

It was requested of me to **give the city some time to gather a quote for water, and to figure out the details of the all- weather gravel road.** In reality, the request for more time was a request for **time to modify the city ordinances against us.** I was informed in the latest meeting the city does **not provide quotes. All pricing and extensions of water mains were also removed from city ordinances as well.**

Why am I paying city taxes for this property? I have no road, septic, water, police/fire protection for building a home, no city amenities, and the city has done nothing but hinder the development of this land.

What I am requesting from the City Council

Take all the information I have provided to you into consideration.

I am requesting:

A 2-inch water pipe to be brought to the property line in the already established ROW, I am requesting an all-weather road to be placed back on Indian Trail as a marginal access street, I am requesting that the exception to be platted prior to any permits being issued is still adhered to as the previous ordinance stated. I am requesting that we move forward on the projects requested in a timely manner to not hinder development further, as we are 3 years into this now.

I am requesting a variance from the city ordinances to be inline with previous stated ordinances that were presented at the time and denied without cause to be in good standing still.

Ingleside city Ordinance (February 13th, 2023)

Secs. 54-95—54-99. - Reserved.

ARTICLE V. - VARIANCES

Sec. 54-100. - Authorization of council and commission required.

The commission and council may authorize a variance from this chapter when, in their opinion, undue hardship will result from requiring strict compliance. The approval of the variance by both the commission and the council is required. Pecuniary hardship to the subdivider, standing alone, does not constitute undue hardship.

Sec. 54-101. - Required findings.

(a) The commission and the council must make certain findings before they can grant a variance. In making these findings, they shall take into account the nature of the proposed use of the land involved, existing uses of land in the vicinity, the number of persons who will reside or work in the proposed subdivision, and the probable effect of such variance upon traffic conditions and upon the public health, safety, convenience, and welfare in the vicinity. No variance shall be granted unless they find that:

(1) There are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this chapter would deprive the subdivider of the reasonable use of his land.

(2) The variance is necessary for the preservation and enjoyment of a substantial property right of the subdivider.

(3) The granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property in the area.

(4) The granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of this chapter. (b) Such findings, together with the specific facts upon which such findings are based, shall be incorporated into the official minutes of the commission and council meetings at which such variance is granted.

In the last meeting with Gene, he stated, "It is easier to get the ditch easement from you now, than to have to pay you for it later." He admitted that this is a technique occasionally cities use to strong-arm citizens into giving up easement rights. He stated in the written letter "The existing drainage ditch must be given up for public use". This requirement is against my constitutional rights

THE TEXAS CONSTITUTION

ARTICLE 1. BILL OF RIGHTS

Sec. 17. TAKING PROPERTY FOR PUBLIC USE; SPECIAL PRIVILEGES AND IMMUNITIES; CONTROL OF PRIVILEGES AND FRANCHISES. (a) No person's property shall be taken, damaged, or destroyed for or applied to public use without adequate compensation being made, unless by the consent of such person, and only if the taking, damage, or destruction is for:

- (1) the ownership, use, and enjoyment of the property, notwithstanding an incidental use, by:
 - (A) the State, a political subdivision of the State, or the public at large; or
 - (B) an entity granted the power of eminent domain under law; or
- (2) the elimination of urban blight on a particular parcel of property.
- (b) In this section, "public use" does not include the taking of property under Subsection (a) of this section for transfer to a private entity for the primary purpose of economic development or enhancement of tax revenues.
- (c) On or after January 1, 2010, the legislature may enact a general, local, or special law granting the power of eminent domain to an entity only on a two-thirds vote of all the members elected to each house.
- (d) When a person's property is taken under Subsection (a) of this section except for the use of the State, compensation as described by Subsection (a) shall be first made, or secured by a deposit of money; and no irrevocable or uncontrollable grant of special privileges or immunities shall be made; but all privileges and franchises granted by the Legislature, or created under its authority, shall be subject to the control thereof.

Last

There is a ditch on our property that caused **destruction, taking (field dirt), and damage to land, loss of reasonable use of the land, without permission. Which is against my constitutional rights.**

The county commissioner dug the ditch back in the 1960's after hurricane Beulah. The ditch was intended to be dug in the right of way **but as survey shows it is approximately 15 feet on our land. Blocking access to the land.**

The drainage way is a **nonfunctioning** drainage way, that has full size oak trees growing all the way down to the bay, it has not been maintained it quite some time by evidence of the growth in them, not to mention does not flow in several parts. It is **roughly ten feet in deep** lining my property frontage

When we first inquired about getting a culvert installed, **the city stated that we had to pay them to install a culvert, because it was the city's easement.** After we paid \$3,200.00, the culvert was installed and it quickly caved in becoming not drivable. After several emails to the city and visits about the culvert, we were told that the city **does not have rights to the drainageway**, and they could not legally clean or work in the ditch. **This is where the mistrust with the city began -- trust but verify.** Most of the things required for us to do were **not verified** by city ordinance.

When talking with the San Patricio drainage district to establish ownership of the drainageway fronting our property, they gave me the above information and stated that when **the city annexed the ditch it became their responsibility.**

City ordinances are established to provide for the orderly, safe and healthful development of the area within the city and to promote the health, safety, morals and general welfare of the community.

Ingleside City Ordinance (2-13-2025)

Sec. 54-152. - Large tracts.

Where a parcel is divided into larger tracts than standard building lots, such parcels shall be so divided as to allow for the opening of major thoroughfares and the ultimate extension of adjacent minor streets. Where such division is on the basis of lots two and one-half acres or larger, curbs, gutters and sidewalks are not required, unless a 60-foot street right-of-way is provided. Deed restrictions shall be filed. **Open drainage ditches shall be permitted provided the design capacity requirements do not require drainage ditch depths greater than one foot below finished ground level and where ditches are not in the street right-of-way.**

The drainage way is in violation of current city ordinance, and due to the lack of maintenance has not been flowing for several years.

It is a hazard to the safety of the community which is the foundation of statue statues and city ordinance.



These two pictures were taken on August 25,2024.

A truck turned down Indian Trail road in the evening. The ditch is so overgrown, the driver stated “ I saw trees ahead and thought it was solid ground” the picture on the right is the entire truck in the ditch, the picture on the left is the truck being pulled out of the ditch.

The ditch is a MAJOR **safety concern and violates current city ordinance**. I am requesting at minimum our section on the non-functioning ditch to be filled in and a refund of the amount that I paid when the city misinformed me about easement rights for the culvert.

The San Patricio county drainage department stated that “they assist cities all the time, especially in instances such as this **very large** ditch. They will assist with filling, and or cleaning the ditches at the request of the city.” The Employee at the drainage district also stated that he is having the “county engineer look at the situation and they would be getting with the City of Ingleside to address concerns.”

Summary

#1 City Ordinance stated we did **not have to be platted** because we were larger than 5 acres, have access, and no public improvement is being dedicated. (Remove from Ordinances after the fact, still in government code)

#2 City Ordinance stated that because we were not divided after February 28, 1995, we could receive a building permit as long as we give all required easements. (Removed from Ordinances after the fact)

#3 We are not dividing the land or making any new public improvements on the land.

#4 Rezoning to R1-F was impossible at that time, because there **was not an R1-F zone**. (Added to city ordinances after the fact)

#5 The **only** reason for suggested rezone was to be able to have **an all-weather gravel road**, which existed in the R-1 zone we were already zoned as. (Gravel road removed from ordinances, R1-F added as a new zone after the fact)

#6 We fall under the type of street to have a **marginal access street**

#7 A 6inch City water main is approximately 300ft from our property line. City ordinance states the city can provide us a quote, and that the city can extend a 2inch water pipe to serve up to 3 lots. (appendix A fee to extend water mains was removed from city ordinance after the fact, everything else still remains)

#7 The drainage ditch is a **Major safety concern** to the citizens of ingleside and is against current city ordinance.

CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 23

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) deliberations regarding the contract and appointment of interim municipal judge for the Ingleside Municipal Court of Record.
- B. Pursuant to Section 551.071 (Consultation with Attorney) regarding the process and procedures concerning procurement and bid proposals and related legal issues.

SUBMITTED BY:

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

FISCAL ANALYSIS:

RECOMMENDATION:

ATTACHMENTS:

None

CITY COUNCIL AGENDA
Regular Meeting: April 22, 2025

AGENDA ITEM: 24

Open Session

City Council will reconvene in Open Session at which time action may be taken on the matter(s) discussed 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) deliberations regarding the contract and appointment of interim municipal judge for the Ingleside Municipal Court of Record.
- B. Pursuant to Section 551.071 (Consultation with Attorney) regarding the process and procedures concerning procurement and bid proposals and related legal issues.

SUBMITTED BY:

APPROVED FOR AGENDA: Brenton Lewis, City Manager

BACKGROUND:

FISCAL ANALYSIS:

RECOMMENDATION:

ATTACHMENTS:

None