

**MINUTES**  
**CITY OF ALVIN, TEXAS**  
**216 W. SEALY STREET**  
**SPECIAL CITY COUNCIL MEETING**  
**THURSDAY AUGUST 14, 2014**  
**7:00 P.M.**

**CALL TO ORDER**

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in *Special Workshop Session* at 7:00 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn, Mayor Pro-Tem Terry Droegge and Councilmembers: Gabe Adame, Adam Arendell, Scott Reed, Brad Richards, Roger Stuksa, and Keith Thompson. Also present: Junru Roland, Interim City Manager, Bobbi Kacz and Dixie Roberts, City Clerk.

**INVOCATION**

Ms. Roberts gave the invocation.

**PLEDGE OF ALLEGIANCE**

Councilmember Thompson led the Pledge of Allegiance.

**PETITIONS OR REQUESTS FROM THE PUBLIC**

Mr. Dick Tyson was present to ask questions regarding the proposed elevated storage tank, water issues and tax abatement.

**OTHER BUSINESS**

**Review and discuss the proposed 2014-15 FY Budget**

Mr. Roland reviewed the City Manager's responsibilities required by the City Charter and the structure of the proposed budget. He stated that the proposed tax rate for FY14-15 is .8386¢ per \$100 assessed value; which is a decline of ½¢. Mr. Roland gave a presentation reviewing the proposed FY 14-15 budget.

Chief Robert Lee stated that there have been a couple of recent security concerns at City Hall. He has met with Mr. Roland to discuss the issues at hand. He presented council with ideas regarding security improvements that need to be done at City Hall. He feels that the building is too open to the public. He proposed reducing the number of entrances into the building, adding a reception window to the City Clerk's office, and restricting access to the 2<sup>nd</sup> floor by elevator only. Some of this will require a redesign of the building and the hiring of an architect. Chief Lee proposed the installation of panic buttons in offices that are open to the public. Council asked if the panic buttons could be integrated with the current phone system.

Council asked about the hiring of a full time police officer/bailiff to be stationed at City Hall. Council also discussed the security at other city facilities including the Public Service Center and Train Depot.

Council asked that an officer begin making rounds at City Hall periodically throughout the workday. They asked that staff compose a list of specific security updates needed at city facilities,

along with the pricing of such, and that this information be brought back before Council for consideration.

Chief Lee reviewed the new federal mandate requiring the digital migration of radios by December 2016. Harris County radio services, the city's radio service provider, will be converting to digital early in order to comply with the Federal mandate. As a result, the City will need to be migrated to digital radios by December 2015. This will cost a minimum of \$104,000. This amount was not included in the proposed budget.

Other Items discussed during the budget workshop:

- Councilmember Arendell asked if the sound in the council chambers could be updated through the PEG monies.
- Councilmember Stuksa asked if the funding to the Keep Alvin Beautiful Association could be increased to \$30,000 instead of the proposed \$15,000. Council concurred.
- Councilmember Droege asked why the Human Resources Director (HR) position was not being funded. Mr. Roland stated that he spoke with the current Human Resources Generalist and she felt that an Administrative Assistant I could be of better service to the department. The cost of an HR director would be anywhere from 100,000 to \$110,000.
- Councilmember Droege asked why the new IT Tech position was being proposed and if we could stay with the current outsourcing for IT assistance. Mr. Roland stated that the IT workload is in need of an additional onsite staff member. The IT outsourcing does not have access to internal devices for security purposes.
- Councilmember Droege asked why some departments have higher IT costs than others. Mr. Roland stated that the larger the department the larger the cost. This includes software updates; etc.
- Councilmember Adame asked for the definition of the Special Investigations Fund. Chief Lee stated that this is seizure of funds, which are sporadic.
- Mayor Horn asked if there were any special funds that could be used for city hall security.
- Councilmember Droege felt that the Depot needed a panic button as well for security purposes.
- Councilmember Stuksa asked where the funding for maintenance at the Depot was budgeted. Mr. Roland stated that this is budgeted through the Hotel Motel Tax Fund.
- Councilmember Reed inquired about the construction of the additional elevated storage tank and if there was a time table associated with such. Mr. Moody stated that this needs to be done as soon as possible.
- Councilmember Reed asked why the defibrillators were in need of replacement. Ron Schmitz stated that they currently have a total of 5 machines; 3 of them will soon be outdated and are in need of replacement; the remaining 2 will be budgeted for replacement next fiscal year. The machines usually have a lifespan of 5 to 7 years.
- Councilmember Thompson asked about the EMS proposal for full time positions. Mr. Ron Schmitz stated that the Affordable Health Care Act affects the funding of the part time positions. It would be of interest to the city to move forward with the hiring of full time employees. This will also allow for easier manageability of the full time employees vs. part time employees. EMS currently averages 5 calls a day. Councilmember Thompson is concerned about the quality of care for the citizens of Alvin. Discussion continued on the funding of the full time positions.

- Councilmember Reed asked what was used to project the increase of sales tax revenues. Mr. Roland stated that he uses the Historical Trend report along with the assessment of the sales tax revenues received by nearby cities. Revenues are on the increase as is the CPI-U.
- Councilmember Reed asked what the General Contingency Fund will be used for. Mr. Roland stated that this will serve as a reserve or buffer. He would like to see this fund increase over the next few years to \$300,000.
- Councilmember Reed asked why there was reduction in the Utility Operating budget. Mr. Roland stated that in 2015 debt service bonds will be decreasing.
- Councilmember Reed asked who made the staffing recommendations proposed in the budget. Mr. Roland stated that staffing recommendations were done by department heads.
- Councilmember Arendell asked if the new full time EMS employees would be plugged into the new Employee Tenure Pay Scale chart. Mr. Roland stated that they would.
- Councilmember Thompson had some concerns regarding the asphalt overlays being done on city streets. He stated that some of the streets are cracked and the asphalt is being laid over the cracks. The base needs to be repaired before the asphalt is laid on top. He wanted to know why this wasn't being done. He felt that quick fixes to infrastructure should not be done. Council asked for a copy of the street assessments that were done. This item will be discussed at the next workshop meeting.
- Mayor Horn stated that he would like to see a detailed list of CIP projects proposed for the FY 14-15 budget year.

**OPEN MEETINGS ACT RESOLUTION**

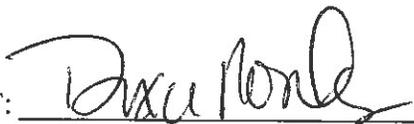
Councilmember Droege moved to approve Resolution No. OMA-R-14-08-14, a resolution confirming compliance with the provisions of the Open Meetings Act. Seconded by Councilmember Arendell; motion to approve carried on a vote of 6 Ayes.

**ADJOURNMENT**

Councilmember Stuksa moved to adjourn the meeting at 9:15 p.m. Seconded by Councilmember Droege; motion to adjourn carried on a vote of 6 Ayes.

PASSED and APPROVED this 4 day of September 2014.

  
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Paul A. Horn, Mayor

ATTEST:   
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Dixie Roberts, City Clerk