

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
THURSDAY, JANUARY 19, 2023
7:00 PM**

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in Regular Session at 7:00 PM in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn; Mayor Pro-Tem Gabe Adame; Councilmember's: Keko Moore, Joel Castro, Glenn Starkey, Richard Garivey, and Chris Vaughn.

Staff members present: Junru Roland, City Manager; Suzanne Hanneman, City Attorney; Dixie Roberts, Assistant City Manager/City Secretary; Michael Higgins, Director of Administrative Services; Michelle Segovia, City Engineer; Brandon Moody, Director of Public Services; Johnny Arredondo, Utility Superintendent and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Horn gave the invocation. Council member Castro led the Pledge of Allegiance to the American Flag. Council member Garivey led the Pledge to the Texas Flag.

PRESENTATION

Annual Departmental Presentation - Public Services

Brandon Moody, Director of Public Services and Johnny Arredondo Utility Superintendent presented this item before City Council with explanation.

PUBLIC COMMENT

Jennifer Hill, Alvin Public Librarian, presented information regarding the upcoming 100-year celebration of the Alvin Library on March 25th, 2023.

PUBLIC HEARING

Public hearing to receive comments regarding the 2022 Water and Wastewater Land Use Assumptions, Capital, Improvement Plan, and Impact Fee Study Update.

Mayor Horn opened the public hearing at 7:19 p.m.

No comments were presented.

Mayor Horn closed the public hearing at 7:19 p.m.

CONSENT AGENDA

Consider approval of the January 5, 2023 City Council meeting minutes.

Consider an award of bid to Greenscapes Six, LLC., for the 2023-2024 Concrete Repair Program, in an amount not to exceed \$314,000 for a term of one (1) year with an option to renew for one (1) year with the same terms and conditions; and authorize the City Manager to sign the contract upon legal review.

On December 20, 2022, bids were opened for the 2023-2024 Concrete Repair Program, and Greenscapes Six, LLC was the lone bidder. This Contractor has worked on previous City of Alvin projects, including the 2021-2022 Concrete Repair Program, and Staff was pleased with the work completed.

Total Contract Amount Including Alternate Bid Items: \$314,000.

The 2023-2024 Concrete Repair Program utilizes the Contractor to perform point repairs on concrete streets, sidewalks, curbs, storm inlets, and ADA ramps at locations throughout the City as directed by the City's Public Services Department. The City has bid Concrete Repair Program projects similar to this one for the last eleven years. Staff recommends approval.

Consider an award of bid to Rodriguez Construction Group, LLC., for the replacement of the concrete pavement, addition of sidewalks, and associated storm sewer improvements on Westfield Drive (Adams Street to Rowan Burton), Perry Lane (Adams Street to Rowan Burton), and Adams Street (the portion that runs east-west to Rowan Burton) in an amount not to exceed \$1,798,556; and authorize the City Manager to sign the contract upon legal review.

On December 20, 2022, bids were opened for the 2021 Concrete Pavement and Drainage Project (B-23-02), and Rodriguez Construction Group, LLC was the qualified bidder. Adico Consulting Engineers, LLC., the City's consultant that designed the project, and City Staff reviewed the seven bids that were received and have recommended Rodriguez Construction Group, LLC. for this project (recommendation letter attached). Rodriguez Construction Group, LLC. has done work for the City in the past and Staff was pleased with the work performed.

Contract Amount: \$1,712,910
5% Contingency: \$ 85,646
Total Amount: \$1,798,556

The 2021 Concrete Pavement and Drainage Project consists of the total replacement of the concrete pavement, addition of sidewalks, and associated storm sewer improvements on Westfield Drive (Adams Street to Rowan Burton), Perry Lane (Adams Street to Rowan Burton), and Adams Street (the portion that runs east-west to Rowan Burton). These improvements were based on recommendations in the 2013 Concrete Pavement Assessment by JET Civil Consulting, LLC. More information on this project can be found in the Capital Improvement Program (CIP) Quarterly Report that was distributed to City Council on October 20, 2022. The project is scheduled to start in February and has a construction time of 180 calendar days. Funding for this project is from the Sales Tax Fund. Staff recommends approval.

Consider the expenditure of American Rescue Plan Act (ARPA) funds in an amount not to exceed \$79,764.96 for RMG Solutions to update the City of Alvin 911 dispatch center; and authorize the City Manager to sign related Contract upon legal review.

At the March 17, 2022 Council workshop, projects for the expenditure of ARPA funds were submitted. One of the projects included the upgrade of the dispatch system and the update of the dispatch center. At the July 21, 2022 Council meeting, the first part of this project, upgrades to the dispatch system (computers, software, etc.), was approved. This second part of the project is for the updating of the 20+ year old 911 dispatch center and the addition of a fourth (4th) dispatch station in anticipation of future city growth and the expected increase of emergency dispatch services. Upgrades include new work stations, lighting, storage, and overall re-configuration of the 911 dispatch center. The amount for the project is \$76,764.96 and our intent is to migrate dispatch operations into the EOC and have both portions of the project (upgrade and update) performed as closely to each other as possible, to minimize operational disruption. Staff recommends approval of ARPA project funds in an amount not to exceed \$79,764.96 for RMG Solutions to update the 911 dispatch center.

Consider the expenditure of American Rescue Plan Act (ARPA) funds in an amount not to exceed \$17,881.50 for Alvin Decorating to replace 911 dispatch center carpeting as part of the approved 911 dispatch center updates; and authorize the City Manager to sign related Contract upon legal review.

During the vendor selection process for the update/upgrades to the Alvin 911 Dispatch Center, it was discovered that none of the vendors would do the flooring. A separate vender search was conducted and Alvin Decorating was selected to perform the carpet replacement for the 911 Dispatch Center. The dispatch center floor is a raised platform consisting of over 400 square feet of approx. 24" by 24" floor panels that will each need to be removed, decarpeted, cleaned, then reglued with the new carpet sections. As with the other updates,

we will schedule this in a manner to minimize the amount of disruption to normal operations as much as possible.

Staff recommends approval of the expenditure of ARPA funds in an amount not to exceed \$17,881.50 for Alvin Decorating to replace 911 Dispatch Center Carpeting.

Acknowledge receipt of the Quarterly Investment Report ending December 31, 2022.

The City Charter requires the Director of Administrative Services to report on the financial condition of the City each quarter. In 2013, the City of Alvin adopted the Public Funds Investment Act pursuant to Chapter 2256 of the Texas Government Code. The Code contains certain requirements for investing public funds and how those funds are to be administered. These requirements include annual reviews of the policy, training, internal controls, prudence, ethics, and reporting. The City's investment policy states that the investment officer shall generate quarterly (investment) reports to the City Manager, Mayor, and City Council. Attached is the quarterly report for the period ending December 31, 2022.

*In summary, the City of Alvin has an investment portfolio at December 31, 2022, which was **\$121,012,969** consisting of **\$95,695,907** invested in the Investment Pools, **\$7,120,815** in Fixed Income Securities (\$6,873,808 in securities and \$247,007 in CD's), and **\$18,196,246** in the City's bank depository accounts. Interest earned during the quarter was **\$982,936**. The City's yield for the quarter was 3.15% and the 90-day T-Bill was 4.22%.*

Council member Adame moved to approve the consent agenda as presented. Seconded by Council member Castro; motion to approve carried with all members present voting Aye.

OTHER BUSINESS

Discuss the 2022 Water and Wastewater Land Use Assumptions, Capital Improvement Plan, and Impact Fee Study Update.

In accordance with Section 395 of the Texas Local Government Code, an update of the Land Use Assumptions and Capital Improvements Plan relating to Impact Fees was drafted, reviewed, and recommended to City Council by the Council-appointed Impact Fee Advisory Committee on November 15, 2022.

A public hearing will be held at this meeting so that the Council may receive input from the public regarding the 2022 Water and Wastewater Land Use Assumptions, Capital Improvements Plan, and Impact Fee Study Update.

Following the public hearing, Jimmy Thompson (Adico Consulting Engineers, LLC) will present an overview of the Water and Wastewater Impact Fee Study 2022 Update and answer any questions that members of City Council may have.

City Council will consider an ordinance to amend the Land Use Assumptions, the Capital Improvements Plan, and to modify the impact fee at the regular meeting of the City Council on February 2, 2023, at 7:00 p.m.

Michelle Segovia, City Engineer, and Jimmy Thompson with Adico Consulting, presented this item before City Council with explanation. Mr. Thompson explained that the only areas included in this study are areas that are currently serviced by the City of Alvin's water and sewer systems. The State Legislature requires that a ten (10)-year plan be adopted for these studies and all the projects presented will occur over those ten (10) years. Mr. Thompson summarized the historical data collected up to this point and also how the fees are calculated to determine the maximum allowable impact fees that can be charged. He also presented a summary of local cities' impact fees compared to what the committee is recommending the City of Alvin's fees to be. The committee is recommending the maximum impact fee to be \$9,200.00 (to be voted on at a future council meeting). Mayor Horn asked for clarification on how this recommendation could possibly affect the west side of town that currently isn't included because it's not developed. Mr. Thompson explained impact fees could possibly come into play with future development if the water infrastructure extends to those areas. He said it could be facilitated within a developer's agreement or if a Master Plan is drafted to include those fees for future developments. Mayor Horn stated he hoped that the imposition of impact fees in those areas might help reduce MUD taxes for those future residents.

Consider, if any, requests from individual council members for an item or items to be placed on the upcoming agenda for the next regularly scheduled meeting.

No items were requested by Council members to be placed on the upcoming agenda.

REPORTS FROM THE CITY MANAGER

Mr. Junru Roland announced items of community interest; and he reviewed the preliminary list for the February 2, 2023, City Council Meeting.

ITEMS OF COMMUNITY INTEREST

Hear announcements concerning items of community interest from the Mayor, Council members, and City staff, for which no action will be discussed or taken.

There were no items of community interest.

EXECUTIVE SESSION

Section 551.074 of the Local Government Code Deliberation on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

Mayor Horn called for executive session at 7:49 p.m.

RECONVENE TO OPEN SESSION

Mayor Horn reconvened the meeting to open session at 9:41 p.m.

ADJOURNMENT

Mayor Horn adjourned the meeting at 9:41 p.m.

PASSED and APPROVED the 2nd of February, 2023.

ATTEST:

Paul A. Horn, Mayor

Dixie Roberts, City Secretary