

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
THURSDAY, AUGUST 17, 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 Gabe Adame; Mayor Pro-Tem Chris Vaughn; Councilmembers: Martin Vela, Keko Moore, Joel Castro, Glenn Starkey, Richard Garivey and Meagan DeKeyzer.

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

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Adame 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

Presentation from Mental Health Detective Jenny Humbird.

Jenny Humbird, Mental Health Detective, presented this item before City Council with explanation. Chief Lee also summarized how Senate Bill 26 might be a source for future grant resources. If eligible, the City of Alvin Police Department could utilize this grant funding for various staffing options including a partnership with Community Health Network.

PUBLIC HEARING

Public hearing to receive comment on the proposed Fiscal Year 2023-24 Annual Budget.

Mayor Adame opened the public hearing at 7:30 p.m. Dick Tyson presented comments regarding the tax rate, certificates of obligation and due diligence. Garret Price presented comments regarding the proposed tax rate, rates of surrounding cities and keeping an eye on the future to protect Alvin from rising debt obligations. Mayor Adame closed the public hearing at 7:39 p.m.

PUBLIC COMMENT

Kathleen Holton presented comments regarding allowing the tax payers to vote on the purchase of the YMCA building, rather than City Council voting for the Certificates of Obligations at this meeting.

CONSENT AGENDA

Council member Starkey requested the Amendment to the Shuttle Bus Funding Agreement with Actions Inc. be removed from the consent agenda.

Consider approval of the August 3, 2023 City Council Budget Workshop minutes.

Consider approval of the August 3, 2023 City Council meeting minutes.

Consider approval of the August 8, 2023 City Council Budget Workshop minutes.

Consider the lease of nine (9) new vehicles with Enterprise Fleet Management, for an amount not to exceed \$93,688.00 annually; and authorize the City Manager to sign the Open-End (Equity) Lease Rate Quote on the terms set forth herein and in the Master Equity Lease Agreement upon legal review.

Since January 7, 2016, the City has been utilizing The Interlocal Purchasing System (TIPS) and the Texas-Arkansas Purchasing System (TAPS) to execute agreements with Enterprise Fleet Management for the replacement of the City's fleet with leased vehicles. TIPS/TAPS are purchasing cooperatives that offer state and local governments access to competitively procured purchasing contracts. The purpose of TIPS/TAPS is to provide substantial savings and best value for participating members through cooperative purchasing practices. The lease program allows the City of Alvin's Fleet Maintenance program to focus on the maintenance of City-owned vehicles and heavy equipment.

The nine (9) vehicles presented to the Council tonight were approved in the FY23 budget to replace currently City-owned vehicles that have served their useful life or are a new addition to the fleet for a new position approved in the FY23 budget. The table below outlines each department with the current city-owned vehicle information, the new proposed lease vehicle replacement for each department, the lease terms, and the monthly/annual costs.

Dept.	Current Vehicle/Unit ID Number	New Lease Replacement Vehicle	Lease Term	Monthly/Annual cost
Police	2014 Ford Fusion #800	2024 Nissan Pathfinder	60 months	\$747.65 / \$8,971.80
Police	2014 Ford Fusion #801	2024 Nissan Pathfinder	60 months	\$747.65 / \$8,971.80
Police	2015 Ford Fusion #821	2024 Nissan Pathfinder	60 months	\$747.65 / \$8,971.80
Police	2016 Ford Taurus #838	2023 Dodge Durango Pursuit	60 months	\$1,333.85 / \$16,006.20
EMS	2013 Ford Explorer #771	2024 Nissan Pathfinder	60 months	\$634.80 / \$7,617.60
EMS	(2) 2011 Ford Fusions #759 & 760	2023 Chevrolet Silverado 2500HD Crew Cab	60 months	\$846.15 / \$10,153.80
Parks	2008 Ford E350 Van	2024 Ram 2500 w/service body	60 months	\$958.37 / \$11,500.44
Parks	New Addition	2024 Ram 2500 w/service body	60 months	\$958.37 / \$11,500.44
Utilities	2011 F150 Crew Cab #757	2024 RAM 1500 Crew Cab	48 months	\$832.84 / \$9,994.08
				\$7,807.33 / \$93,687.96

The EMS Department is opting to replace two (2) small sedan response vehicles with one (1) full-size crew cab truck that will be assigned to the EMS Assistant Director to be utilized as a response vehicle and for Emergency Management events. There were seventeen (17) vehicles in the FY23 budget identified for replacement. Six (6) were approved to be ordered at the July 6th City Council meeting. If the nine (9) vehicles in this agenda item are approved, there will be two (2) additional vehicles to be ordered, a Fire Brush truck and an Animal Control truck. Those vehicles require specialized equipment we are currently awaiting proposals for. Once the vehicle equipment proposals are obtained, those vehicle proposals will be presented to the Council for consideration.

Staff recommends approving the nine (9) proposed lease vehicles and continuing the lease program as the lease program includes maintenance for non-emergency vehicles, an estimated higher resell value at the end of the lease, and the option to continue the lease if there is a financial advantage remaining at the end of the lease. The City-owned vehicles being replaced with these leases will be auctioned and the City will recover the sale proceeds.

Consider an amendment to the Shuttle Bus Funding Agreement with Actions, Inc. for the purpose of the City assisting Actions Inc. with the purchase of fuel for the Shuttle Bus used to transport senior citizens to approved locations within the City of Alvin; and authorize the City Manager to sign the amended Agreement upon legal review.

Actions Inc. is an organization that helps serve the needs of the senior citizens of Brazoria County. The Alvin Senior Center houses one of many Actions programs throughout the county. In 2020, ActionS received a Community Block Development Grant (“CBDG”) from Brazoria County for the purchase of a shuttle bus to assist with the transportation of senior citizens in the Alvin area. On May 5, 2020, the City provided ActionS with \$32,000 to be used in conjunction with the CBDG Grant from Brazoria County to purchase a properly equipped shuttle bus with wheelchair abilities (“Shuttle Bus”), to transport senior citizens to approved locations within the City of Alvin. ActionS purchased the Shuttle Bus on or about May 22, 2020.

On July 15, 2021, City Council approved a Funding Agreement documenting the understanding between ActionS, Inc. and the City of Alvin. This Agreement stipulated that ActionS would assume responsibility for hiring drivers, their training, operating the vehicle, vehicle upkeep, fuel, and insurance related to the Shuttle Bus. Additionally, they were required to display signage on the back of the shuttle bus or another noticeable spot on the vehicle, acknowledging the funding support from Brazoria County and the City of Alvin, and this condition was duly fulfilled.

During the August 8, 2023 City Council budget workshop, a request was made asking the city to monetarily assist Actions, Inc. to help offset fuel expenses associated with the operation of the Alvin Shuttle Bus for seniors. The request from Actions Inc. stems from budgetary constraints caused by reduced grant funding, as well as the added factor of increased fuel costs. After discussion was held at the budget workshop, members of City Council asked that \$15,000 be incorporated into the Fiscal Year 2023-24 budget to accommodate Actions Inc.'s request for funding.

Included in your packet are copies of the most recent semi-annual reports provided by Actions Inc., as required by the initial Agreement, concerning the utilization of the shuttle bus at the Alvin Senior Center. Staff recommends approval of the Funding Agreement with Actions Inc.

This item was removed from the consent agenda by Council member Starkey.

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

OTHER BUSINESS

Item removed from consent agenda by Council member Starkey: Consider an amendment to the Shuttle Bus Funding Agreement with Actions, Inc. for the purpose of the City assisting Actions Inc. with the purchase of fuel for the Shuttle Bus used to transport senior citizens to approved locations within the City of Alvin; and authorize the City Manager to sign the amended Agreement upon legal review.

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Included in your packet are copies of the most recent semi-annual reports provided by Actions Inc., as required by the initial Agreement, concerning the utilization of the shuttle bus at the Alvin Senior Center. Staff recommends approval of the Funding Agreement with Actions Inc.

This item was removed from the consent agenda by Council member Starkey. Council member Starkey stated he requested this item be removed to clarify that the shuttle bus should be parked here in Alvin rather than Angleton to lower the cost of fuel. He proposed reducing the agreement from \$15,000 to \$12,000 for fuel costs. Discussion was had on the benefits and drawbacks of and reasons for not parking the shuttle here in Alvin and the fluctuating cost of fuel. It was mentioned the decision to keep the shuttle parked in Angleton was for security purposes when the catalytic converter was stolen. After discussion, City Council was agreed to the original pledge of \$15,000 and to authorize the amendment to this agreement.

Council member Castro moved to approve an amendment to the Shuttle Bus Funding Agreement with Actions, Inc. for the purpose of the City assisting Actions Inc. with the purchase of fuel for the Shuttle Bus used to transport senior citizens to approved locations within the City of Alvin; and authorize the City Manager to sign the amended Agreement upon legal review. Seconded by Council member Garivey; motion carried with all members present voting Aye.

Consider Ordinance 23-R, authorizing the issuance of City of Alvin, Texas, Tax and Revenue Certificates of Obligation, Series 2023; for the construction, acquisition and equipment of City parks and recreational facilities, including the acquisition of a facility located at or near 3201 South Highway 35, Alvin, Texas 77511; and the cost of professional services related thereto; levying a tax and providing for the security and payment thereof; and enacting other provisions relating thereto.

On June 15, 2023, City Council authorized the publishing of a notice of the City's intent to issue \$6,150,000 in Certificates of Obligations for the purpose of funding the construction, acquisition and equipment of City parks and recreational facilities:

Project Name	Estimated Project Costs
Purchase of a Parks Facility	\$6,150,000
Total:	\$6,150,000

City staff participated in a ratings call with Standard & Poor's on July 31, 2023. Standard & Poor's affirmed the City's Revenue Bond rating of AA on the Series 2023 Certificates of Obligations on August 7, 2023. According to S&P Global Ratings, a corporation or entity with an AA-rating is defined as having "very strong capacity to meet its financial commitments".

The Series 2023 Certificate of Obligation Bonds are scheduled to be competitively bid at 10:00 a.m. on August 17, 2023. Thereafter, staff will know the exact dollar amount of bonds (principal and interest) that will need to be issued to cover the project costs as well as other bond issuance costs. The City's Financial Advisors will be at the City Council meeting to present the results of the sale and request City Council to approve Ordinance 23-R authorizing the bond sale. Should City Council authorize the issuance of the Series 2023 Certificate of Obligation Bonds, the bonds are expected to close, with funds deposited into the City's accounts on September 19, 2023.

Michael Higgins, Director of Administrative Services/Chief Financial Officer, presented this item before City Council with explanation. Mr. Higgins introduced James Gilley and Jonathan Frells with Bracewell, who summarized the results of the bids, with TD Securities securing the sale at an interest rate of 4.01 percent. Discussion was had on the possible outcomes if City Council decided not to issue Certificates of Obligation and how it might affect acquiring the YMCA building in the future. There was also discussion had regarding the positive response from the community.

Council member Starkey moved to approve Ordinance 23-R, authorizing the issuance of City of Alvin, Texas, Tax and Revenue Certificates of Obligation, Series 2023; for the construction, acquisition and equipment of City parks and recreational facilities, including the acquisition of a facility located at or near 3201 South Highway 35, Alvin, Texas 77511; and the cost of professional services related thereto; levying a tax and providing for the security and payment thereof; and enacting other provisions relating thereto. Seconded by Council member Garivey; motion carried with Council members Starkey, Vela, Garivey and Vaughn voting Aye and Council members Castro, Moore, and DeKeyzer voting No.

Consider Ordinance 23-S, amending Chapter 28, Comprehensive Fee Ordinance of the Code of Ordinances of the City of Alvin, TX, for the purpose of revising certain water and wastewater fees for residential and commercial customers; providing for a ten percent (10%) penalty for late payment; providing for an

effective month of October billing cycles for the Fiscal Year 2023-24; and setting forth other provisions related thereto.

In January 2021, the City engaged the services of a consultant to draft a Wastewater Master Plan, Sanitary Sewer Evaluation Study (SSES), and Water/Wastewater Rate Study. The Wastewater Master Plan was completed in 2022 and identified approximately \$115.8 million in utility projects to be completed over the next 20 years. These improvements are necessary to provide for future growth, replace aging infrastructure, improve efficiency, and keep the City in compliance with TCEQ regulations.

Also, in 2022, the City completed a water & wastewater rate study to develop a multi-year plan of rate increases that would provide sufficient revenues to implement the first 5 years of capital improvements identified in the Wastewater Master Plan to fund water & wastewater operations & maintenance, and to fund the annual principal and interest on debt. The total projected cost of projects for the first 5 years is approximately \$95 million. The projects identified for the first 5 years are needed to address the existing water & wastewater system problems and are needed to serve anticipated growth that the existing system does not have the capacity to currently serve. Those projects include:

Project	Cost (in 2022 Dollars)
2.5 MGD Expansion of WWTP (to 7.5 MGD)	\$69.5M
Lift Station 8 Improvement Phase 1	\$4.1M
Lift Stations 2 & 3 Rehab	\$1.4M
Lift Station 33 Rehab	\$2.0M
Hwy 6 Lift Station Consolidation - Phase 1	\$6.0M
SCADA for WWTP	\$2.4M
SSES	\$9.5M

In January 2023, the City held a City Council workshop in which the City’s consultants presented the results of the Wastewater Master Plan, the SSES, and the water & wastewater rate study. The rate study identified the need to increase water and wastewater rates to implement the projects identified in the Wastewater Master Plan and the SSES study. For FY 2023-24, the consultant recommended a 13% increase in water/wastewater rates. However, to mitigate the consultant's recommended 13% increase in water/wastewater rates, staff reprioritized some projects and proposed applying additional impact fees to the estimated cost of the WWTP expansion project. As a result, during the August 8th Budget Workshop, staff presented and recommended to city council that only a 10% increase in water/wastewater rates was warranted for FY 2023-24. This calculates to a \$9.05 monthly increase to the average residential customer, using 5,000 gallons per month.

The proposed water rates are as follows:

Water	Current Rate	10% rate increase	Proposed Rate
<i>Base 2,000 Gallons</i>			
Residential	\$22.17	\$2.22	\$24.39
Commercial	\$23.26	\$2.33	\$25.59
Per 1,000 (2,000 – 7,000)	\$5.66	\$0.57	\$6.23
Per 1,000 (7,001 – above)	\$8.65	\$0.87	\$9.52

Wastewater	Current Rate	10% rate increase	Proposed Rate
<i>Base 2,000 Gallons</i>			
Residential Base	\$34.37	\$3.44	\$37.81
Commercial Base	\$35.36	\$3.54	\$38.90
Per 1,000 (2,000 – 7,000)	\$5.66	\$0.57	\$6.23

Staff recommends adoption of Ordinance 23-S.

Michael Higgins, Director of Administrative Services/Chief Financial Officer, presented this item before City Council with explanation.

Council member DeKeyzer moved to approve Ordinance 23-S, amending Chapter 28, Comprehensive Fee Ordinance of the Code of Ordinances of the City of Alvin, TX, for the purpose of revising certain water and wastewater fees for residential and commercial customers; providing for a ten percent (10%) penalty for late payment; providing for an effective month of October billing cycles for the Fiscal Year 2023-24; and setting forth other provisions related thereto. Seconded by Council member Starkey; motion carried with all members present voting Aye.

Consider Ordinance 23-T, amending Chapter 28, Comprehensive Fee Ordinance, for the purpose of setting certain solid waste collection and disposal fees for residential, commercial, and roll-off containers; providing for a ten percent (10%) penalty for late payment; providing for an effective date of October 2023 billing cycles; and setting forth other provisions related thereto.

The City's ordinance requires that solid waste rates be increased, at minimum, based on the annual CPI-U index rate for the Houston-Galveston-Brazoria, Texas area. The ordinance also allows the consideration of other factors to determine if an additional increase in solid waste rates is warranted.

City council approved a 12% contractual increase in costs from our solid waste provider in June 2023. As a result, staff is recommending increasing the FY24 solid waste rates by 12.0% for commercial and residential customers – resulting in an approximate \$1.50 monthly increase to residential solid waste bills.

The City accounts for solid waste revenues and expenses in the Sanitation Fund. Over the past few years, the City has been able to sustain a “healthy” fund balance in the Sanitation fund as a result of the CPI-U provision in the City’s ordinance and other factors. Due to the contractual CPI-U increase in costs from our Sanitation Waste provider, staff is recommending that City Council consider the following solid waste rates for both residential and commercial businesses. The proposed rate increase was recommended and presented to City Council at the August 3rd budget workshop.

Type	FY22	FY23	FY24	Inc(Dec)	Inc%
Residential (garbage monthly charge)	\$10.20	\$11.07	\$12.40	+\$1.33	
Residential (bulky trash)	\$ 1.30	\$1.41	\$1.58	+\$0.17	
Residential Total	\$11.50	\$11.50	\$13.98	+\$1.50	12%
 Commercial					+12%

Should the City Council elect to increase the rate by 12%, then both residential and commercial rates will reflect an increase that will take effect in the first billing cycles in October 2023. Staff recommends approval of Ordinance 23-T using the proposed rates.

Michael Higgins, Director of Administrative Services/Chief Financial Officer, presented this item before City Council with explanation.

Council member Castro moved to approve Ordinance 23-T, amending Chapter 28, Comprehensive Fee Ordinance, for the purpose of setting certain solid waste collection and disposal fees for residential, commercial, and roll-off containers; providing for a ten percent (10%) penalty for late payment; providing for an effective date of October 2023 billing cycles; and setting forth other provisions related thereto. Seconded by Council member Moore; motion carried with all members present voting Aye.

Consider Ordinance 23-U, amending Chapter 28, Comprehensive Fee Ordinance, of the code of ordinances, City of Alvin, Texas, for the purpose of revising certain Emergency Service Fees; providing for the utility fee for Emergency Medical Services amendment to be added to residential utilities for an effective date of October 2023; and setting forth other provisions related thereto.

The City's Emergency Medical Service operation is funded from receipts of medical service charges billed/collected by our contracted billing company, Medicare/Medicaid receipts, contractual payments from the Emergency Service District (ESD), Hillcrest EMS/Fire Service, as well as the EMS Utility Fee (adopted per Ordinance 29-U and Ordinance 19-AA). Currently, the Emergency Medical Service's current revenues are not able to adequately support current operations amid the ever-changing insurance updates, increased deductibles, and/or ill-timed (or no) receipt of payments. Net Operating losses have occurred in the EMS fund in Fiscal Year 2017 through Fiscal Year 22, with a projected Fiscal Year 2023 net operating loss at year end.

In order to provide sustainable revenues for EMS operations, City staff is recommending a \$1 increase (from \$6 to \$7) to the EMS utility fee for residential units. The additional \$1 increase is estimated to generate about \$103,275 in additional revenue to service and sustain EMS operations. The immediate benefit to Alvin residents allows the City to forgive the residents' EMS bills that are not covered by a third-party insurance carrier. In other words, anyone who lives in the City would not be financially responsible for any EMS bill that is not covered by insurance. City council and staff discussed increasing the EMS utility fee at the budget workshop held on August 8, 2023. Should City Council elect not to adopt Ordinance 23-U, the EMS fund is projected to incur a negative cash flow by the end of FY24. Staff recommends the approval of Ordinance 23-U.

Michael Higgins, Director of Administrative Services/Chief Financial Officer, presented this item before City Council with explanation. Ron Schmitz, Director of EMS, summarized the need for this increase, and how all Emergency Services are being impacted similarly in the surrounding communities.

Council member Garivey moved to approve Ordinance 23-U, amending Chapter 28, Comprehensive Fee Ordinance, of the code of ordinances, City of Alvin, Texas, for the purpose of revising certain Emergency Service Fees; providing for the utility fee for Emergency Medical Services amendment to be added to residential utilities for an effective date of October 2023; and setting forth other provisions related thereto. Seconded by Council member Vela; motion carried with all members present voting Aye.

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 any Council members to be placed on the upcoming agenda.

REPORTS FROM THE CITY MANAGER

Items of Community Interest and review preliminary list of items for next Council meeting.

Mr. Junru Roland announced items of community interest; and he reviewed the preliminary list for the September 7, 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.

Council member Garivey expressed thanks to Brandon Moody, the Director of Public Services, for taking care of the issues he has brought to their attention recently. He also extended kudos to Chief Lee and Dan Kelinske for their efforts and their timely responses, which have been greatly appreciated.

Council member Vela expressed thanks to Alvin EMS for taking care of his medical emergency this past week. He also extended kudos to Alvin Police Department for the job they have been doing in the School Zones since school has started. He also commented that the Parks Department looks very professional in their new shirts.

Council member Starkey mentioned the Alvin Shopping Center restoration on Gordon Street looks very nice. He also mentioned the Hispanic Heritage Fiesta coming up on September 9.

ADJOURNMENT

Mayor Adame adjourned the meeting at 8:34 p.m.

PASSED and APPROVED the 7th of September, 2023.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary