

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
REGULAR CITY COUNCIL MEETING
THURSDAY NOVEMBER 4, 2021
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 Regular at 7:00 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn; Mayor Pro-Tem; Councilmembers: Gabe Adame, Keko Moore, Joel Castro, Glenn Starkey, Richard Garivey, and Chris Vaughn.

Staff members present: Suzanne Hanneman, City Attorney; Dixie Roberts, City Secretary; Michael Higgins, Chief Financial Officer; Dan Kelinske, Parks and Recreation Director; Ron Schmitz, EMS Director/EM Coordinator; Michelle Segovia, City Engineer; and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Council member 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.

PUBLIC COMMENT

Thomas Bolton, Pastor from Bayou Drive Baptist Church, presented a letter requesting a variance, grandfathering or exception to the RV ordinance for churches.

CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION

Consider approval of the October 21, 2021, City Council Regular meeting minutes.

Acknowledge the receipt of the Financial Report ending September 30, 2021.

Consider awarding a bid to Ferguson Waterworks as the vendor for the purchase of water and sewer parts for one (1) year with an option to renew for an additional one (1) year at the same price and conditions.

Water and sewer parts and fittings used for water and sanitary lines for City's infrastructure. On September 7, 2021, bids were opened, and Ferguson Waterworks was the lowest bidder. The references for this company have been verified and are satisfactory. Upon approval, an award letter will be sent to the vendor and city departments. Staff recommended the award of this bid to Ferguson Waterworks

Consider a final plat of Imperial Forest Section 2 (located near the southwest corner of the Bypass 35 and Wheeler Road intersection), being a planned unit development of 12.86 acres located in the Hooper and Wade Survey, Section 21, Abstract 421, Brazoria County, Texas.

On September 30, 2021, the Engineering Department received the final plat of Imperial Forest Section 2 for review. The property is located along the south side of Wheeler Road just west of Bypass 35. This final plat consists of 57 single-family residential lots, 3 reserves, and 2 blocks, and complies with the City of Alvin's Planned Unit Development section of the Subdivision Ordinance.

The Master Preliminary Plat of Imperial Forest was approved by the City Council on March 5, 2020. The City Planning Commission unanimously approved the plat at their meeting on October 19, 2021. Staff recommended approval of the plat.

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

OTHER BUSINESS

Discuss and/or take possible action on the lot size provision for the proposed Diamond Oaks Tract along FM1462 being developed by Cove Matrix Development.

The developer of this 205-acre tract of land along FM1462 described as the “Diamond Oaks Tract” is requesting a variance to the lot sizes set forth in Section 21-110 Planned Unit Developments of the Alvin Code of Ordinances.

Council member Garivey moved to table this item until the November 18th City Council meeting. Seconded by Council member Moore; motion passed with all members present voting Aye.

Consider the 2022 Interlocal Agreement for Emergency Services with Brazoria County Emergency Services District #3 (ESD); and authorize the Mayor to sign the Agreement upon legal review.

The Emergency Services District was first formed in 2004. Brazoria County Commissioners select five (5) ESD Board of Directors to authorize and appropriate funding for Fire and Emergency Medical Services (EMS) to the approximate 120 square miles surrounding the city limits of Alvin. Typically, each entity is allowed to submit a budget to the (5 member) ESD Board of Directors each year. The Board then reviews the budget-requests and asks each entity to do a short presentation on their budget-request. The Board subsequently allocates/awards the funds to each entity, accordingly.

In 2020 the ESD paid a total of \$738,240 to the City of Alvin for the following Emergency Services:

- \$369,240 for Fire and Rescue
- \$369,000 for Emergency Medical Services

In 2021 the ESD paid a total of \$783,240 to the City of Alvin for the following Emergency Services:

- \$399,240 for Fire & Rescue
- \$384,000 for Emergency Medical Service

The proposed 2022 ESD Agreement with the City of Alvin will increase to a total of \$807,240 for the following Emergency Services:

- \$399,240 for Fire & Rescue
- \$408,000 (\$24,000 increase) for Emergency Medical Service

Staff recommended approval.

Ron Schmitz, EMS Director/EM Coordinator, presented this item before City Council with explanation.

Council member Castro moved to approve the 2022 Interlocal Agreement for Emergency Services with Brazoria County Emergency Services District #3 (ESD); and authorize the Mayor to sign upon legal review. Seconded by Council member Garivey; motion passed with all members present voting Aye.

Consider Resolution 21-R-28, authorizing Anser Inc to provide administration/project delivery services to complete the project implementation for the American Rescue Plan Act (ARP Act) funding administered by the U.S. Department of the Treasury, and the Texas Department of

Emergency Management, authorizing an amount not to exceed \$233,800 to be disbursed from ARPA funds for said professional services; and authorize the City Manager to sign the Agreement, subject to legal review.

The American Rescue Act Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help local governments meet their present needs and build the foundation for a strong recovery. These funds are dispersed through the U.S. Department of Treasury to the Texas Department of Emergency Management (TDEM) and then allocated and dispersed to local governments. The City of Alvin will receive \$6,621,583.91 in federal funding from this grant, of which \$3,310,791.96 has already been dispersed. The remaining funds will be released within a year and must be expended by December 31, 2026. There are very specific guidelines and principles for determining the types of programs and services this funding can support. To keep the City of Alvin within these set guidelines and principles for expending these relief funds, staff thought it best to seek the outside services of subject matter experts to guide the City through project selection and implementation. A Request for Proposals (RFP) for ARPA Professional Administrative Services was advertised on September 26, 2021 and sent out to various firms throughout the state. In response, the City received proposals from the following three (3) firms: Anser Advisory, Ardurra, and MPACT Strategic Consulting. The proposals were reviewed and ranked according to a criteria and rating sheet provided in the RFP. The review panel consisted of Dixie Roberts, Michael Higgins, and Ron Schmitz. After the review of each proposal, the panel had specific questions for each firm and elected to interview each team by video conference. Upon final review and consideration, Answer Advisory received the top averaged score derived from the rating sheets and team interviews. Anser provides a full spectrum of disaster recovery services from inception to close out for over 20 years, with specific services funded by FEMA public assistance and disaster recovery programs. City staff will work with the Anser team to identify qualified projects and will work to see them through their completion. The cost submitted for Anser's services is set at \$233,800, which will be disbursed from ARPA funds received by the City.

Staff recommended approval of Resolution 21-R-28 and authorize the not to exceed expenditure amount of \$233,800.

Michael Higgins, Chief Financial Officer, presented this item before City Council with explanation.

Council member Castro moved to approve Resolution 21-R-28, authorizing Anser Advisory to provide administration/project delivery services to complete the project implementation for the American Rescue Plan Act (ARP Act) funding administered by the U.S. Department of the Treasury, and the Texas Department of Emergency Management, authorizing an amount not to exceed \$233,800 to be disbursed from ARPA funds for said professional services; and authorize the City Manager to sign the contract, subject to legal review. Seconded by Council member Garivey; motion passed 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.

There were no items presented for consideration.

REPORTS FROM CITY MANAGER

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

Ms. Roberts announced items of community interest; and he reviewed the preliminary list for the November 18, 2021, 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 reminded everyone that Alvin High School ROTC will be having event for Veteran's Day on November 10th. He also asked that everyone keep Council member Vela in their prayers.

Council member Castro stated that the new Fire EMS station looks awesome and asked everyone to keep Council member Castro and his wife in their prayers.

ADJOURNMENT

Mayor Horn adjourned the meeting at 7:20 p.m.

PASSED and APPROVED the 18th day of November 2021.

Paul A. Horn, Mayor

ATTEST: _____
Dixie Roberts, City Secretary