

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
REGULAR CITY COUNCIL MEETING
THURSDAY DECEMBER 6, 2018
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 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 Keith Thompson; Councilmembers: Gabe Adame, Adam Arendell, Joel Castro, Brand Richards, Scott Reed and Glen Starkey.

Staff members present: Junru Roland, City Manager; Suzanne Hanneman, City Attorney; Dixie Roberts, City Secretary; Larry Buehler, Director of Economic Development; Priya Bhakta, CVB Director; and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Eric Garcia with Grace Christian Center gave the invocation.

Member of Masonic Lodge #762 led the Pledge of Allegiance to the American Flag, and the pledge to the Texas Flag.

PRESENTATIONS

Proclamation – Alvin Masonic Lodge #762 125th Anniversary.

Mayor Horn and members of City Council presented the Alvin Masonic Lodge #762 a proclamation in celebration of their 125th anniversary.

Alvin Convention and Visitors Bureau (CVB) Departmental Update.

Priya Bhakta, CVB Director, gave a brief presentation and update on the Alvin CVB.

PUBLIC COMMENT

There were no comments from the public.

CONSENT AGENDA

Consider approval of the November 15, 2018 City Council meeting minutes.

Consider Ordinance 18-U, amending the City of Alvin Fiscal Year 2018-19 budget for the purpose of appropriating \$3,200,961.95 of prior fiscal year encumbrances into the current fiscal year as set forth for each individual account, in the attached Exhibit “A.”

An encumbrance refers to funds that have been reserved when a purchase order has been approved. Accounting practice requires these funds be reserved (encumbered) until paid. When closing our books on 9/30/2018, there were open (outstanding) purchase orders. As the encumbered items were delivered and paid in FY19, negative budget variances will be reflected in the departmental accounts unless budget appropriations for the previous year’s outstanding encumbrances are moved from the previous FY18 into the current FY19. The total amount of outstanding encumbrances to be carried over from FY18 is \$3,200,961.95.

FY18 Outstanding Encumbrances Carried Over to FY19	
General Fund	28,000.48
Hotel/Motel Fund	158,374.98
Special Investigation Fund	7,086.36
Impact Fee Fund	29,226.71
Utility Fund	70,317.50
EMS Fund	1,627.69
Utility Project Fund	363,630.00
General Projects	586,500.00
Sales Tax Fund	1,794,197.64
Fleet Maintenance Fund	1,924.27
Vehicle Replacement Fund	157,276.32
IT Maintenance Fund	2,800.00
TOTAL	\$ 3,200,961.95

Consider Ordinance 18-V, amending the City of Alvin 2017-18 Fiscal Year-End budget (FY18) by increasing (decreasing) certain expenditures and increasing (decreasing) certain revenues to the budget accounts in all funds set forth in the attached Exhibit "A."

Each fiscal year, the City amends the budget twice. In the Spring (mid-fiscal year), the City amends the budget to appropriate any prior year budget surplus to fund new capital items. In the Fall (fiscal year-end), the City amends the budget to appropriate or adjust (authorized/approved) revenues and/or expenditures which occurred during the year that were not originally budgeted. Reason being, under certain circumstances, staff has more definite revenue and cost information at year end.

FY18 has ended and staff needs to make budget adjustments as a way to put the final FY18 budget in line with actual (approved and/or authorized) revenues and expenditures for financial reporting purposes. Per the City's auditor's recommendation, the City should do a batch budget amendment at the end of the fiscal year to capture expenditures and/or revenues from the year that require a budget amendment.

Hurricane Harvey Fund FY18 Year-End Budget Adjustments

This budget amendment amends the budget to reflect revenues/expenses relating to Hurricane Harvey through FY18. Revenues received from TML for insurance claim recovery totaled \$126,298.53. Funding to cover expenditures comes from the City's fund balance reserves in the General Fund (\$221,196.60), Sanitation Fund (\$139,092.48) and the Utility Fund (\$10,281.25). We are anticipating receiving approximately 80% of reimbursement from FEMA.

General Fund FY18 Year-End Budget Adjustments

This budget amendment adjusts the FY18 budget by \$93,176.81 to reflect: a.) runoff election expenditures; b.) Separation Agreement with former City Attorney; c.) former City Manager vacation contract pay; d.) appraisal and surveying services for landfill site and Fairway property; and e.) replacement of a/c roof top unit at City Hall. In addition, Engineering reimbursements totaling \$208.25 for in-house services related to CIP projects and the interfund transfer from the Cemetery Fund will be adjusted accordingly.

General Projects Fund FY18 Year-End Budget Adjustments (\$162,061.24)

This budget amendment adjusts the FY18 budget to reflect; a.) business matching grant, Downtown Lighting and Wayfinding Signage projects; b.) new roof system at City Hall; and c.) repairs to the trane chiller at the Police Department; d.) light and alarm switch for new light tower/camera system; and e.) National Oak Park bridge improvements.

Hotel Motel Fund FY18 Year-End Budget Adjustments

This budget amendment adjusts the FY18 revenue and expenditures budgets to reflect the receipt and use of Hotel Motel funds which were used for Tour de Braz and debt payments.

Special Investigation Fund FY18 Year-End Budget Adjustments (\$69,853.57)

The Special Investigation Fund is used to account for seized funds, which are acquired through the sale of seized property that was used in the commission of a crime. These funds may only be used for law enforcement purposes such as officer training, salaries for officers, special investigative equipment and supplies, and items used by officers in direct law enforcement duties. This budget amendment reflects seized funds that were used to acquire various equipment and supplies used to support policing activities and law enforcement operations.

Building Security Fund FY18 Year-End Budget Adjustments (\$3,973.91)

A portion of Municipal Court fees are allocated (by the state) to be used solely for Municipal Court building security purposes. This budget amendment adjusts the FY18 budget to reflect the purchase of a metal detector.

Debt Service Fund

This budget amendment adjusts the FY18 budget for principal and interest debt payments to actual.

Donation Fund FY17 Year-End Budget Adjustments

In FY18, the City received donations from Waste Connections (per contract), Sunrise Rotary (per contract approved by city council 12/18/2014; Resolution 14-R-37) and various other donors. In FY18, the City expended donated funds (received from various other donors) in accordance with the donors' requests. This budget amendment adjusts the FY18 revenue and expenditure budgets to reflect the receipt and use of donated proceeds.

Consider Resolution 18-R-45, authorizing the submission of a Community Development Block Grant Disaster Recovery (CDBG-DR) Application to the Texas General Land Office and authorizing the Mayor to act as the City's Executive Officer and authorized representative in all matters pertaining to the City's participation in the CDBG-DR Program; providing for Opening Meetings and other related matters.

The City plans to apply for upcoming Community Development Block Grant – Disaster Recovery funding from the General Land Office – Community Development & Revitalization (GLO). Grant Works was selected by the City for the application and administrative services for this process.

The adoption of this Resolution is required by the GLO and must be submitted as part of the application process in an effort to secure funding. The City is requesting \$1,012,332 in grant funding reimbursement to provide improvements to Water Well No. 4 and Water Plant, Water Well No. 8, Wastewater Treatment Plant and Public Services Facility. These improvements would include the purchase and installation of standby emergency generators, automatic transfer switches, and accessories for lift stations, to ensure operation continues at these critical facilities during an emergency.

Consider Resolution 18-R-46, adopting the Procurement Policies & Procedures Plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program; providing for Opening Meetings and other related matters.

The City plans to apply for upcoming Community Development Block Grant – Disaster Recovery funding from the General Land Office – Community Development & Revitalization (GLO). Grant Works was selected by the City for the application and administrative services for this process.

The adoption of this specific Procurement Policies & Procedures Plan is required by the GLO and must be submitted as part of the application process in an effort to secure grant funding.

Council member Adame moved to approve the consent agenda as presented. Seconded by Council member Thompson; motion carried on a vote of 7 Ayes.

OTHER BUSINESS

Consider a variance request to Chapter 30 ½ - Regulation of Sex Offender Residency, of the City of Alvin Code of Ordinances, from Eugenio Rodriguez residing at 704 W. Willis.

Discussion was had on this item. Mr. Rodriguez was present to answer questions of City Council.

Council member Thompson moved to deny the variance request to Chapter 30 ½ - Regulation of Sex Offender Residency, of the City of Alvin Code of Ordinances, from Eugenio Rodriguez residing at 704 W. Willis. Seconded by Council member Richards; motion carried a vote of 7 Ayes.

Consider Resolution 18-R-43, approving an offer from Joy Ranch, LLC to purchase approximately 215.452 acres (Municipal Landfill Property at the end of CR38) from the City of Alvin, for the sum of \$1,012,630.00, and authorizing the Mayor or his designee, to execute all related documents upon legal review; providing for Opening Meetings and other related matters.

The City of Alvin has approximately 215.453 acres of land located at the end of County Road 38, of which 18.453 acres is a former city landfill, decommissioned through the Texas Commission on Environmental Quality. The City, through Section 253.014 of the Local Government Code that authorizes a home rule city to sell a tract of real property that is owned by the municipality using a state-licensed real estate broker, listed the property for sale. Joy Ranch, LLC responded with an offer and through negotiations agreed upon the stated price for the entire tract of land. Staff recommends approval of Resolution 18-R-43.

Council member Starkey moved to approve Resolution 18-R-43, approving an offer from Joy Ranch, LLC to purchase approximately 215.452 acres (Municipal Landfill Property at the end of CR38) from the City of Alvin, for the sum of \$1,012,630.00, and authorizing the Mayor or his designee, to execute all related documents upon legal review; providing for Opening Meetings and other related matters. Seconded by Council member Richards; motion carried on a vote of 6 Ayes and 1 No by Council member Reed. (Note: An affidavit declaring a conflict of interest was not filed in accordance to the Charter Article II Section 10; therefore, the abstention was recorded as a No vote.)

Consider Resolution 18-R-44, for the re-appointment of directors on the Kendall Lakes TIRZ Board and Authority Board for even numbered positions from December 31, 2018 to December 31, 2020; and consider appointment of board chair.

The Kendall Lakes Tax Increment Reinvestment Zone (TIRZ) was created in 2005 to assist in the development of Kendall Lakes, a residential, commercial, and industrial area on the north side of the City of Alvin. There is a tax increment that

is used for providing the needed infrastructure for the site through the ability of using bond proceeds. The TIRZ Authority and Board have the responsibility to develop policies that ensure good quality development for this site. TIRZ board members serve staggered even and odd year terms. Those positions up for re-appointment are Position #1 held by Armando Cespedes, Position #4 held by Vicki Ennis, Position # 6 held by Scott Salter, and Position #8 held by Tom Stansel. The Chair of both the Board and Authority is Ricky Kubeczka and this position is reappointed each year. Staff recommends the current directors be reappointed in their respective terms that would expire December 31, 2020, and to reappoint Ricky Kubeczka as the Chair of both the TIRZ and Authority Boards.

Council member Adame moved to approve Resolution 18-R-44, re-appointing Position #1 held by Armando Cespedes, Position #4 held by Vicki Ennis, Position # 6 held by Scott Salter, Position #8 held by Tom Stansel to the Kendall Lake TIRZ Board and Authority who's terms will expire December 31, 2020, and to reappoint Ricky Kubeczka as Chair of both the TIRZ and the Authority Board. Seconded by Council member Thompson; motion carried on a vote of 7 Ayes.

Consider various appointments to boards and commissions.

Current terms will expire for various citizen boards committees and commissions on December 31, 2018.

All board or commission members with expiring terms were mailed notification letters along with a Consent and Willingness to Serve form. Volunteer recruitment ads were published in the Alvin Sun, the City's monthly newsletter, and notifications were pushed out via the City's social media networks. Members appointed during this process will begin service in January 2019. All residency requirements have been verified.

Staff suggests that Council have a time of discussion to decipher which appointments should be made to specific boards/commissions. Once a consensus is agreed upon motions can be made for appointments for each board/commission.

Council member Adame moved to appoint Carrie Parker, Chris Hartman and Richard Garivey to serve a 3-year term on the Planning Commission. Seconded by Council member Thompson; motion carried on a vote of 7 Ayes.

Council member Castro moved to appoint Terrie Beasely, Kerry Ulm and Randall Race to serve a 2-year term on the Parks and Recreation Board. Seconded by Council member Arendell; motion carried on a vote of 7 Ayes.

Council member Thompson moved to appoint Marie Hodges, Beverly Kimbrough, Nell Shimek and John Burkey to serve a 2-year term on the Senior Citizens Board. Seconded by Council member Adame; motion carried on a vote of 7Ayes.

Council member Adame moved to appoint Khristey Reeves to serve a 3-year term on the Library Board. Seconded by Council member Thompson; motion carried on a vote of 7 Ayes.

Council member Castro moved to appoint Roger Stuksa, Sussie Sutton, Martin Vela and Santos Garza to serve a 2-year term on the Building Board of Adjustments & Appeals. Seconded by Council member Starkey; motion carried on a vote of 7 Ayes.

Consider the cancellation of the December 20, 2018 City Council meeting.

Council member Adame moved to approve cancellation of the December 20, 2018 City Council meeting. Seconded by Council member Thompson; motion carried on a vote of 7 Ayes.

REPORTS FROM CITY MANAGER

Review preliminary list of items for next Council meeting.

Mr. Junru Roland reviewed the preliminary list for the January 3, 2019 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.

Mrs. Roberts reviewed items of community interest.

Council member Thompson congratulated Michelle Nesrsta and Rene Valadez for receiving the GEM Award and being recognized by a local new station for assisting an elderly citizen. He wished everyone a Merry Christmas and cautioned everyone to watch out for the children and to drive safely during the holiday season.

Council member Arendell wished everyone one a happy and safe holiday. He thanked Mr. Roland and the Public Services Department for quickly addressing issues.

Council member Richards thanked the city staff for the great job they do. He wished everyone a Merry Christmas and Happy New Year.

Council member Castro wished everyone a Merry Christmas and a Happy New Year. He announced that Council members Adame, Starkey and he assisted with the playground build at Newman Park and encouraged everyone to visit the park. Castro commended Michelle Nesrsta and Rene Valadez for their work.

Council member Adame wished everyone a Merry Christmas and a Happy New Year. He commended the Masonic Lodge for its 125th anniversary.

Council member Starkey wished everyone a Merry Christmas and a Happy New Year. He encouraged everyone to help those how suffer from seasonal depression. He thanked the city staff and City Council members for the work they do.

Mayor Horn thanked the city staff and citizens for their participation in the Home for the Holidays event held on December 1st.

ADJOURNMENT

Mayor Horn adjourned the meeting at 8:02 p.m.

PASSED and APPROVED the _____ day of _____, 2019.

Paul A. Horn, Mayor

ATTEST: _____
Dixie Roberts, City Secretary