

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
AND EXECUTIVE SESSION
THURSDAY, JANUARY 18, 2024
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 and Executive 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; Chris Thomas, Director of Administrative Services; Dan Kelinske, Parks and Recreation Director; Michelle Segovia, City Engineer; Michael Medwedeff; Brandon Moody, Director of Public Services and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Chad Bertrand with South Park Baptist Church gave the invocation. Council member Castro led the Pledge of Allegiance to the American Flag. Council member DeKeyzer led the Pledge to the Texas Flag.

PRESENTATION

Engineering Department - Annual Departmental Presentation.

Michelle Segovia, City Engineer, gave the annual presentation of the Engineering Department

PUBLIC COMMENT

Alex Kamkar presented comments to introduce himself, as he is running for State Representative. Also regarding the Republican Party primary event on Saturday, February 17, 2024, from 1:00 to 2:30 p.m.

CONSENT AGENDA

Consider approval of the January 4, 2024, City Council Workshop minutes.

Consider approval of the January 4, 2024, City Council meeting minutes.

Consider a 60-month contract renewal with FLOCK Group Inc. for twenty-six (26) FLOCK ALPR cameras for an amount not to exceed \$325,000.00 (\$65,000.00 yearly); and authorize the City Manager to sign upon legal review.

On November 17, 2022, Council approved the purchase and installation of 26 FLOCK ALPR (automated license plate reading) cameras. The original approval included a 24-month contract and included a yearly fee of \$65,000.00 for the hardware/software maintenance of the cameras, unlimited user licenses, State and National database usage, etc. This contract is set to expire in November 2024. Currently, we have the opportunity to renew this contract early and to lock in the current yearly price for the next 60 months. If we wait until the current contract expires to renew, the cost per camera increases from \$2,500 per year to \$3,000 per year. This would be \$78,000.00 per year, an almost 17% increase. Technically, this opportunity to renew early ended at the close of 2023. However, we have been able to work with FLOCK and received an extension to the early renewal and price lock. As with the original contract, we may add cameras at any point during the life of the contract. Staff recommends approving a 60-month contract renewal with FLOCK Group Inc. for an amount not to exceed \$325,000.00 (\$65,000.00 per year) and authorize the City Manager to sign upon legal review.

Consider approval of Ordinance 24-D, amending the City of Alvin 2022-2023 fiscal year-end budget by increasing (decreasing) certain expenditures and increasing (decreasing) certain revenues to the individual budget accounts in all funds set forth in the attached Exhibit A.

Each fiscal year-end, the City amends the budget to appropriate expenditures and revenues which occur during the year. Reason being, under certain circumstances, the City has more definite revenue and cost information at year-end. For accounting purposes, the proposed budget adjustments are a way to put the final FY 2022-2023 budget in line with actual (approved and/or authorized) expenditures and revenues. These adjustments include increases and decreases in budgeted revenue and appropriations in comparison to actual expenditures and revenues. Per the City's auditor's recommendation, we should do a batch or closing budget amendment at fiscal year-end to capture expenditures and/or revenues from the year that require a budget amendment.

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

OTHER BUSINESS

Consider a License Agreement for the Exclusive Use of City Property between the City of Alvin and the Alvin Sunrise Rotary Foundation for the Music Festival and Bar-B-Q Cook-Off at Briscoe Park from Monday, March 18, 2024, to Sunday, March 24, 2024, with the actual event scheduled for Friday, March 22 through Saturday, March 23, 2024; and authorize the City Manager to sign the Agreement upon legal review.

This License Agreement for Exclusive Use of City Property is used as an annual instrument to acknowledge dates of exclusive use of Briscoe Park and capture other City-owned resources such as equipment and personnel requested by the Alvin Sunrise Rotary Club for the purpose of holding the fundraising event "Music Fest and Bar-B-Q Cook-Off." This year, exclusive park use is requested by Alvin Sunrise Rotary Club from Monday, March 18, 2024, to Sunday, March 24, 2024, with the actual event scheduled for Friday, March 22 through Saturday, March 23, 2024, in Briscoe Park to include food, alcoholic beverages, music, and other entertainment.

Pursuant to the Licensing Agreement, Alvin Sunrise Rotary Club agrees to:

- *Adhere to governmental regulations concerning the sale of food and alcohol and obtain appropriate permits*
- *Adhere to the City's Noise ordinance and obtain an appropriate sound/noise permit*
- *Fence the park area used exclusively for the event*
- *Ensure the deployment of police for security and pay the cost of City of Alvin police officers to perform security and/or traffic control*
- *Maintain the property in clean condition*
- *Abide by all terms of the Event Application, including insurance requirements*
- *Maintain Comprehensive General Liability Insurance naming the City of Alvin as an additional insured*
- *Construction of a concrete slab with drain*

Pursuant to the Licensing Agreement, the City agrees to:

- *Contribute \$20,000 of Hotel Occupancy Tax funds from the HOT fund grant program*
- *Authorize Alvin Sunrise Rotary to sell alcoholic beverages on City property*
- *Waive tent fees for individual participating cookers/cook teams*
- *Waive Park user fees as outlined in the Event Application*
- *Reimbursement to Alvin Sunrise Rotary not to exceed \$1,500 for rental of a portable restroom trailer*
- *Provide up to 15 hours of Alvin Fire Marshal or Assistant Fire Marshal's time for inspection of cookers and other Fire Safety and Prevention services required by the City*
- *Provide barricades and cones for street closure*
- *Provide EMS personnel and ambulance*
- *Provide Mobile Command Truck*
- *Provide up to 20 picnic tables and 30 trash barrels with liners*
- *Provide electricity and water where not already furnished*

Staff recommends approval of this Agreement.

Dan Kelinske, Director of Parks and Recreation Department, presented this item before City Council with explanation. The only difference from last year's agreement was the inclusion of a \$1500.00 reimbursement for use of portable restrooms.

Council member Castro moved to approve a License Agreement for the Exclusive Use of City Property between the City of Alvin and the Alvin Sunrise Rotary Foundation for the Music Festival and Bar-B-Q Cook-Off at Briscoe Park from Monday, March 18, 2024, to Sunday, March 24, 2024, with the actual event

scheduled for Friday, March 22 through Saturday, March 23, 2024; and authorize the City Manager to sign the Agreement upon legal review. Seconded by Council member Vaughn; motion carried with all members present voting Aye.

Discuss and consider Ordinance 24-E, amending the City of Alvin, Texas, Ordinance 23-V, passed and approved on September 7, 2023, an ordinance approving and adopting the City of Alvin's budget for Fiscal Year 2023-2024, by approving a budget amendment to the original 2023-2024 budget; providing for a transfer of funds for the purpose of amending the budget and the organizational chart of the Economic Development Department by funding an Economic Development Director and unfunding the Economic Development Coordinator position as set forth in "Exhibit A;" providing for severability; and providing for other matters related thereto.

Article V, Section 4 of the current City of Alvin Charter requires that all changes to the organizational charts recommended by the City Manager shall be submitted to Council for approval prior to implementation. With the resignation of the Economic Development Coordinator -- effective February 1, 2024 -- I am recommending that the Economic Development Coordinator be unfunded and an Economic Development Director be funded. The Economic Development Director will administer the economic development program, providing leadership in the areas of business development, business growth, and business retention. This director-level position will work to proactively address the evolving economic landscape, positioning Alvin as an attractive destination for businesses and residents alike.

Funding for the Economic Development Director position will be sourced from the FY 2023-24 budget allocations originally designated for the Coordinator role. Additional funding may be necessary to fully support the Economic Development Director position, depending on the hire date of the Economic Development Director. The pay range for this position will be equivalent to the pay range classification of other directors of the City. As with all Director-level positions, City Council will have the opportunity to consent to the City Manager's recommendation for this position. Staff recommends adoption of Ordinance 24-E.

Junru Roland, City Manager, presented this item before City Council with explanation.

Council member Starkey and Mayor Adame thanked Josh Dearing, current Economic Development Coordinator, for his service to the City of Alvin.

Council member Moore moved to approve Ordinance 24-E, amending the City of Alvin, Texas, Ordinance 23-V, passed and approved on September 7, 2023, an ordinance approving and adopting the City of Alvin's budget for Fiscal Year 2023-2024, by approving a budget amendment to the original 2023-2024 budget; providing for a transfer of funds for the purpose of amending the budget and the organizational chart of the Economic Development Department by funding an Economic Development Director and unfunding the Economic Development Coordinator position as set forth in "Exhibit A;" providing for severability; and providing for other matters related thereto. Seconded by Council member Starkey; motion carried with all members present voting Aye.

Acknowledge receipt of the 2023 Charter Review Commission Report and discuss potential propositions for consideration in a Special Charter Election in May 2024.

During the Council workshop on January 4, 2024, the Charter Review Commission presented and discussed the recommended changes to the Charter and obtained Council's input regarding several of the recommended changes. Those changes have been incorporated into the Report and will be worded into propositions for the Special Charter Election in May 2024.

Suzanne Hanneman, City Attorney, presented this item before City Council with explanation. Ms. Hanneman summarized the changes recommended by Council concerning term limits, Regular Council meeting attendance and clarification of the definition of a majority. She further reviewed the residency requirements for City Manager and Municipal Judges. Ms. Hanneman also explained how the recommendation concerning the Parks Board will remain established by Charter and the governance of the board will be by Ordinance and no longer by Charter Amendment.

Council member Starkey moved to acknowledge receipt of the 2023 Charter Review Commission Report. Seconded by Council member Castro; motion carried with all members present voting Aye.

Consider increasing the current hiring incentive for hiring certified police officers to \$15,000.00, exclusive of the \$3,000.00 moving reimbursement, and increasing the required employment period as set forth in the Certified Officer Hiring Incentive Agreement.

In an effort to stay competitive in a very tight job market, Alvin Police Department is requesting that the current hiring incentive of \$6,000.00, exclusive of the \$3,000.00 moving reimbursement, be increased. Currently, nearby cities which we compete with for the same applicant pool, have exceeded, or are in the process of exceeding our incentive. Pearland and Friendswood have an incentive of \$15,000.00, with Friendswood having an additional 1-1 pay match for certified officers. Webster is currently at \$10,000.00 and League City is planning on raising their current \$5,000.00 incentive to \$10,000.00 - \$12,000.00, dependent on what they can get approved. As the council is aware, officers' pay has been increased in FY24, which assisted in attracting certified officers. However, with a hiring incentive more than double what we offer and higher overall (topout) pay, these agencies continue to attract more applicants. By increasing the incentive to \$15,000.00 and retaining the \$3,000.00 moving reimbursement, for those moving 50 miles or more, we will stay competitive and as such, hopefully, attract more applicants. We are also the only agency in our area that currently offers a moving reimbursement.

If the hiring incentive is increased, the Certified Officer Hiring Agreement which authorizes and sets conditions for the incentive, and which must be signed in order to receive the incentive, will be expanded to require the employee receiving the incentive to remain employed for 60-months after completion of the probationary period. If the employee leaves voluntarily during this period, they are required to pay the incentive they have received back to the city based on a prorated amount. As a point of interest, hiring certified officers saves the City a considerable amount of time and expense. A non-certified hire that we send to the 6-month academy will cost \$34,575.54 with benefits. This cost does not include the cost of the academy (tuition, books, clothing), which averages \$5,000.00 to \$6,000.00, depending on in or out of district cost. All this is a cost that is incurred before they become a sworn officer. Staff recommends approval of the increased hiring incentive and increased employment period as part of the Certified Officer Hiring Incentive Agreement.

Police Chief Robert Lee, presented this item before City Council with explanation.

Council member Castro moved to approve increasing the hiring incentive for hiring certified officers to \$15,000.00, exclusive of the \$3,000.00 moving reimbursement, and to increasing the required employment period as set forth in the Certified Officer Hiring Incentive Agreement. Seconded by Council member Moore; 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 February 1, 2024, 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 Starkey reminded everyone of the free Writing Seminar on January 23-25 at the Senior Center and the Lego exhibit coming up in March at the Alvin Museum.

Mayor Adame announced the Lions Club Casino Night event at Alvin Community College on February 16th, and the Men Who Cook event will be on March 2nd.

EXECUTIVE SESSION

Mayor Adame called for executive session at 7:38 p.m. in accordance with the following:

Section 551.87 (1) of the Local Government Code provides as follows: Deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the

governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

RECONVENE TO OPEN SESSION

Mayor Adame reconvened the meeting to open session at 8:45 p.m.

ADJOURNMENT

Mayor Adame adjourned the meeting at 8:45 p.m.

PASSED and APPROVED the 1st of February 2024.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary