

City of Alvin, Texas

Gabe Adame, Mayor

Keko Moore, Mayor Pro-tem, At-Lg P1
Joel Castro, At-Lg P2
Martin Vela, District A
Chris Vaughn, District B



Richard Garivey, District C
Glenn Starkey, District D
Meagan DeKeyzer, District E

Alvin City Council Agenda

Thursday, January 16, 2025

7:00 PM

(Council Chambers)

Alvin City Hall, 216 West Sealy, Alvin, Texas 77511

Persons with disabilities who plan to attend this meeting that will require special services please contact the City Secretary's Office at 281-388-4255 or droberts@cityofalvin.com 48 hours prior to the meeting time. City Hall is wheelchair accessible, and a sloped curb entry is available at the south entrance to City Hall.

NOTICE is hereby given of a Regular Meeting and Executive Session of the City Council of the City of Alvin, Texas, to be held on Thursday, **JANUARY 16, 2025**, at 7:00 PM in the Council Chambers at: City Hall, 216 W. Sealy, Alvin, Texas.

1. CALL TO ORDER

2. INVOCATION AND PLEDGE OF ALLEGIANCE

3. PRESENTATIONS

- A. Recognition of Alvin Police Department 2024 Award Recipients.
- B. APD Mental Health Program Update.
- C. Engineering Annual Departmental Presentation.

4. PUBLIC COMMENT

5. CONSENT AGENDA

- A. Consider approval of the December 19, 2024, City Council meeting minutes.
- B. Consider Resolution 25-R-01, by the City Council of the City of Alvin, Texas, approving the appointment of Directors for Position Numbers One through Eight to the Board of Directors of Reinvestment Zone Number One, City of Alvin, Texas; and setting forth other provisions related thereto.
- C. Consider Resolution 25-R-02, authorizing appointments to the Board of Directors of Reinvestment Zone Number Two, City of Alvin, Texas, and the Kendall Lakes TIRZ Redevelopment Authority Board for a two-year term; re-appointing members to Position Numbers Two, Five, and Eight; reappointing the Chair, and appointing members to fill vacancies to Position Numbers Four and Six through December 31, 2026; and setting forth other provisions related thereto.
- D. Consider approval of Ordinance 25-A, amending Ordinance 23-V, passed and approved September 7, 2023, same being 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 fiscal year budget for the purpose of amending the year-end budget and providing for supplemental appropriation and/or transfer of certain funds as set forth in the attached Exhibit A; providing for severability; and providing for other matters related thereto.

- E. Consider Ordinance 25-C, amending Chapter 35, Corridor Land Use Regulations, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Article III. Property and Land Standards; providing for penalties; providing for severability; and setting forth other provisions related thereto.
- F. Acknowledge receipt of the FY 25-Q1 Quarterly Investment Report ending December 31, 2024.

6. OTHER BUSINESS

- A. Consider an agreement with Kimley Horn for professional services for a Downtown Pedestrian Lighting Analysis in an amount not to exceed \$31,400.00; and authorize the City Manager to sign related documents upon legal review.
- B. Consider Ordinance 25-B, amending Chapter 21, Subdivisions and Property Development, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of adding Article VIII. Accessory Dwelling Units; providing for penalties; providing for severability; and setting forth other provisions related thereto.
- C. Consider Ordinance 25-D, designating the intersection of Westpark Drive, Abingdon Road, and the driveway of the temporary Walt Disney Elementary School (1910 Rosharon Road) as a four-way stop intersection to be controlled by appropriate signage; providing for a penalty and publication; and setting forth other provisions related thereto.
- D. 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.

7. REPORTS FROM THE CITY MANAGER

- A. Items of Community Interest and/or review preliminary list of items for next Council meeting.

8. ITEMS OF COMMUNITY INTEREST

Pursuant to 551.0415 of the Texas Government Code reports or an announcement about items of community interest during a meeting of the governing body. No action will be taken or discussed.

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

9. EXECUTIVE SESSION

- A. **Section 551.072** of the Local Government Code provides as follows: Deliberation regarding the purchase, exchange, lease, or value of real properties.

10. RECONVENE TO OPEN SESSION

11. ADJOURNMENT

I hereby certify that a copy of this notice was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website: www.alvin-tx.gov, in compliance with Chapter 551, Texas Government Code, on **MONDAY January 13, 2025, at 5:15 p.m.**



/s/ Dixie Roberts
Dixie Roberts, City Secretary

Removal Date: _____

**** All meetings of the City Council are open to the public, except when there is a necessity to meet in Executive Session (closed to the public) under the provisions of Chapter 551, Texas Government Code. The Council reserves the right to convene into executive session on any of the above posted agenda items that qualify for an executive session by publicly announcing the applicable section of the Open Meetings Act, including but not limited to sections 551.071 (litigation and certain consultation with the attorney), 551.072 (acquisition of interest in real property), 551.073 (contract for gift to city), 551.074 (certain personnel deliberations), or 551.087 (qualifying economic development negotiations).**



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: Police Department

Contact: Robert Lee, Police Chief

Agenda Item: Recognition of Alvin Police Department 2024 Award Recipients.

Type of Item: Presentation

Summary:

Award Recipients:

- 2024 Civilian of the year, Alexa Gonzales Lead Communication Officer
- 2024 Rookie of the year, Officer Tighe Liufau
- 2024 Officer of the year, Corporal John Flores

Life Saving Award Recipients

- Officer Mathew Fuller
- Officer Nolan Ramsey
- Officer Tighe Liufau
- Corporal Jason Cleere

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☒ Required ☐

Date Completed:

Finance Review Required: N/A ☒ Required ☐

Date Completed:

Supporting documents attached:

None

Recommendation: Recognize these awesome employees for their accomplishments and service.

Reviewed by Department Head, if applicable: ☐

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Attorney, if applicable: ☐

Reviewed by City Manager, if applicable: ☐

Mental Health

Detective
Jenny Humbird

Alvin
PD/MyCHN
QMHP
Crystal White



Program Initiation

- Approximately 2 years ago a partnership with MyCHN (Community Health Network) was proposed and when I was placed into the Mental Health Detective role, and we began planning on how to build this partnership to best help the community.
- An integral part of this partnership with MyCHN is a QMHP that is a dual (shared-cost) employee between MyCHN and Alvin PD. With the dual employment, they would be able to refer patients to any service and not just MyCHN.
- It took months to find the right person for the job, and the background and training process took several more months after she was hired
- Crystal created a MH referral form at the beginning of September to get her the information on the subjects we were encountering and in October the form became automated and was introduced to patrol
- The number of referrals has increased every month since being pushed out to patrol
- We are continuing to learn and change as the program grows

Program Overview

- Dispatch receives a call for service and dispatches an officer
- Patrol responds to the scene and handles the call
- After the call is completed, the officer completes a MH Referral Form
- Referral comes to me by email
- I research the subject's history (criminal and MH) and forward the information to Crystal with MyCHN.

Overview continued

- Crystal then contacts the subject, completes an assessment, and offers services
- If they accept the help, Crystal assists with the necessary paperwork required and helps secure appointments and financial aid when necessary
- Crystal's assistance reduces the involvement by the police in non-police matters
- MyCHN also provides whole person care, meaning once they are a patient they have access to medical, dental, mental health and pharmacy care

Notes

- September 1, 2024- December 31, 2024, there were 62 referrals completed
- Only 8 repeat referrals (some in the same day)
- Out of the 62 referrals Crystal was able to make contact with 64.52% of the subjects
- 100% of eligible officers are Mental Health Officer Certified
- We have significantly reduced the need to use Brazoria County Mental Health Deputies
- Telehealth system in place through Gulf Coast Center that provides immediate access to a clinician for people in crisis who are willing/stable enough to speak with a provider
- Our relationship with the Gulf Coast Center continues to grow and mature. Along with the mentioned telehealth, we been able to utilize Gulf Coast Centers general crises line and have had great interaction with their crisis team who have responded to our jail for an inmate in crisis.

Future Goals

- Train dispatch in transferring nonemergency MH calls to the crisis line
- Continue to grow our program with MyCHN and the Gulf Coast Center
- Foster relationships between stakeholders
- Assist in transports to hospitals when officers are busy with other calls
- Continue to work with the courts for jail diversion for offenders

Questions?

Thank you

Detective Jenny Humbird
Alvin Police Department
281-585-7151

jhumbird@apd.cityofalvin.com



Engineering

City of Alvin – 2025 Departmental Update



Engineering Department's Role

The Engineering Department acts as the City's "Quality Control Division" for new development projects and for the replacement of aged infrastructure. The Department administers the Planning/Development, Permitting/Inspections, Capital Projects, Geographical Information System, Health Inspection, and Engineering Programs. The primary goal for the Engineering Department is to provide the highest level of service to our citizens while insuring their health, safety, and general welfare in such a manner so as to create for them the highest standard of living that is possible in our community. The Engineering Department is located in the Public Services Facility at 1100 West Highway 6.

Capital Improvements

- Infrastructure Projects Construction Complete
 - Water Line Improvements Phase 3
 - Water Plant #4 Ground Storage Tank Replacement
 - 2021 Concrete Pavement and Drainage – Westfield, Perry, and Adams
 - Total Construction Cost \$10 Million

Capital Improvements



Water Plant #4 Tank Replacement

Capital Improvements

- Infrastructure Projects Currently Under Construction
 - Water Line Improvements Phase 4
 - South Bypass 35 Waterline Replacement
 - Total Construction Cost \$2.8 Million

Capital Improvements

- Infrastructure Projects To Be Bid Soon
 - WWTP Expansion
 - Lift Station #23 Expansion
 - Moller Road Pavement and Drainage Improvements Phase 2

Capital Improvements



WWTP Expansion

Capital Improvements



Lift Station #23 Expansion Project

Capital Improvements

- Infrastructure Projects In Design
 - 2023 Asphalt Pavement Project - Victory Lane
 - 2024 Concrete Pavement and Drainage Project – Hood Street
 - Lift Station #33 Rehabilitation and Expansion

Capital Improvements



Lift Station #33 Rehabilitation Project

Development - By the Numbers

- 68 Pre-Development Meetings
- 12 Site Plans
- 27 Plats
- 13 Permits issued for new commercial with a value of \$10.3 million
- 278 Permits issued for new residential with a value of \$94.3 million
- 17,911 Building inspections performed
- 2,586 Total permits issued with a value of \$111.7 million
- \$1,998,865 Total permit revenue generated

New Commercial



Boot Barn

New Commercial



McAlister's Deli

New Commercial



McDonald's

New Residential



Laurel Landing

New Residential



Watermark Section 3

New Residential



Imperial Forest Section 3

Health Inspection - By the Numbers

- 1,891 Manufactured home inspections
- 522 Permits issued
- 522 Health inspections performed

Thank You!



**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
THURSDAY, DECEMBER 19, 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 at 7:00 PM in the Council Chambers at City Hall, with the following members present: Mayor Gabe Adame; Mayor Pro-Tem Keko Moore; Council members: Joel Castro, Meagan DeKeyzer, Richard Garivey, Glenn Starkey, Chris Vaughn, and Martin Vela.

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

INVOCATION AND PLEDGE OF ALLEGIANCE

Dixie Roberts, Assistant City Manager/City Secretary, gave the invocation. Council member Starkey led the Pledge of Allegiance to the American Flag. Council member Garivey led the Pledge to the Texas Flag.

PRESENTATIONS

Finance & Utility Billing - Annual Departmental Presentation.

Chris Thomas, Director of Finance, delivered the Annual Departmental Update before City Council.

Recognition of Alvin Volunteer Firefighters who assisted the Rosharon Volunteer Fire Department on October 22, 2024, in response to the collapse of a manufactured home.

Fire Chief Kendall Hunting recognized Alvin Volunteer Firefighters in attendance.

PUBLIC COMMENT

There were no comments from the public.

CONSENT AGENDA

Consider approval of the December 5, 2024, City Council Workshop minutes.

Consider approval of the December 5, 2024, City Council meeting minutes.

Consider the cancelation of City Council Meeting for January 2, 2025.

All non-emergency City of Alvin offices will be closed on January 2, 2025, in observance of the New Year's Day Holiday.

Consider Resolution 24-R-37, ratifying the City Manager's appointment of Jeffrey Foley to the City of Alvin Civil Service Commission Place One (1), for a three (3) year term, to expire December 31, 2027; and setting forth other provisions related thereto.

Civil Service for Police Officers was voted in by the citizens of Alvin on November 3, 2020. Chapter 143 of the Texas Local Government Code establishes the legislation and requirements for Civil Service under which our police department operates. Section 143.006 establishes the requirement for a Civil Service Commission, consisting of three (3) members appointed by the municipality's chief executive officer, and confirmed by the governing body of the municipality. The Commission's duties are also established by Chapter 143. Unlike other City boards and commissions, the Civil Service Commission is not an advisory body and makes no policy recommendations to the City Council. The Commission has the responsibility to adopt, publish, and enforce Chapter 143 rules pertaining to:

- 1. Examinations for entry level and promotional eligibility;*

2. Procedures for appointment and certification;
3. Proper conduct of appeals of testing and examination scoring;
4. Prescribed cause(s) for the removal or suspension of a civil service employee;
5. Procedures for hearing appeals concerning indefinite suspensions, suspensions, promotional bypasses or recommended involuntary demotions; and
6. Other such matters reasonably related to the selection, promotion, and discipline of civil service employees, which includes only sworn police personnel.

Per Section 143.006, the Commission members serve staggered three-year terms with the term of one member expiring each year.

Persons appointed to the Commission must be:

- of good moral character;
- be a United States Citizen;
- be a resident of the municipality and have resided in the municipality for more than three (3) years;
- be over the age of 25 years; and
- not have held public office within the preceding three (3) years.

Clenon Mitchell, the current Commission Member for Place 1, has decided not to continue his service, resulting in a vacancy on the Commission. After several months of advertising the position, the City received three applications from interested candidates: Phyllis Alexander, Thomas Hockin, and Jeff Foley.

I am recommending the appointment of Mr. Jeffrey Foley to serve a three (3) year term on the Civil Service Commission and recommend approval of Resolution 24-R-37.

Consider approving the lease agreements with Enterprise Fleet Management for sixteen (16) lease vehicles for an amount not to exceed \$133,111.92 from the FY25 budget; and authorize the City Manager to sign the Lease Agreements upon legal review.

In the FY25 budget, the City Council approved the leasing of the following sixteen (16) new vehicles for the Police, Inspections, Parks, Code, and Street Departments. Six (6) of the new lease vehicles will be replacing currently City-owned vehicles which will be sold at auction, six (6) will be replacing outgoing lease vehicles which will be returned to Enterprise Lease for sale, and five (4) new leases will be additions to the fleet. The proceeds from the auctioned vehicles will go into the vehicle replacement fund, and the proceeds from the returned leases will be used to reduce the cost of new leases.

New Lease Vehicle	Dept.	Monthly/Annual cost	Replacing
2025 Nissan Kicks	Parks	\$501.98 / \$6,023.76	New addition
2025 F-150	Building Inspector	\$763.14 / \$9,157.68	2013 F-150
2025 F-150	Building Inspector	\$763.14 / \$9,157.68	2013 F-150
2025 Nissan Frontier	Code Officer	\$616.80 / \$7,401.60	2013 F-150
2025 Ram 1500	Street Supervisor	\$807.62 / \$9,691.44	2013 F-150
2025 F-250	Street Crew	\$951.67 / \$11,420.04	2013 E-350
2025 F-250	Street Crew	\$951.67 / \$11,420.04	2013 F-250
2025 Nissan Pathfinder	Police CID	\$634.74 / \$7,616.88	2017 Edge
2025 Nissan Pathfinder	Police CID	\$634.74 / \$7,616.88	2017 Edge
2025 Nissan Pathfinder	Police CID	\$634.74 / \$7,616.88	2017 Edge
2025 Nissan Pathfinder	Police CID	\$634.74 / \$7,616.88	2017 Edge
2025 Nissan Pathfinder	Police CID	\$634.74 / \$7,616.88	2017 Edge
2025 Nissan Pathfinder	Police CID	\$634.74 / \$7,616.88	2017 Edge
2025 Nissan Frontier	PD Support	\$675.64 / \$8,107.68	New addition
2025 Nissan Frontier	PD Support	\$616.80 / \$7,401.60	New addition
2025 Nissan Frontier	PD Support	\$635.76 / \$7,629.12	New addition
		\$11,092.66 / \$133,111.92	

Staff recommends approval of the expenditure of FY25 funds not to exceed \$133,111.92 for the lease of sixteen (16) vehicles from Enterprise Fleet for various City departments.

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 Resolution 24-R-38 of the City Council of the City of Alvin, Texas, accepting the donation of \$10,000 from the Hand in Hand Child Development Center to the Alvin Animal Adoption Center; and providing for other matters related thereto.

Hand in Hand Child Development Center was established over 40 years ago as a non-profit organization to provide day care for the children of Alvin. In June 2024, after struggling to recover from the pandemic years, they shut their doors as they were unable to sustain a program at the level of quality they deemed necessary. The Board of Directors, of which Twanna Lee has been the Vice President of for 10 years, voted to equally divide the remaining assets of the Center among the Board of Directors and allow them to donate their portion to charities or other non-profits in the Alvin area. Mrs. Lee chose the Alvin Animal Adoption Center as the recipient of the \$10,000 she was allotted to donate. Staff recommends approval of Resolution 24-R-38, accepting a \$10,000 donation to the Alvin Animal Adoption Center from Hand in Hand Child Development Center.

Autumn Miller, Shelter Manager, presented this item before City Council with explanation.

Council member Starkey moved to approve Resolution 24-R-38 of the City Council of the City of Alvin, Texas, accepting the donation of \$10,000 from the Hand in Hand Child Development Center to the Alvin Animal Adoption Center; and providing for other matters related thereto. Seconded by Council member Vela; motion carried with all members present voting Aye.

Consider Ordinance 24-II, amending Chapter 24, Traffic, of the Code of Ordinances, City of Alvin, Texas, for the purpose of amending and altering the prima facie speed limit established for vehicles under the provisions of §545.356 of the Texas Transportation Code, upon the basis of a Texas Department of Transportation engineering and traffic investigation, upon certain streets and highways, or parts thereof, within the corporate city limits of the City of Alvin, as set out in this Ordinance; providing for a penalty; providing for a repealer clause and severability clause; providing for publication, and effective date; and setting forth other provisions related thereto.

On November 25, 2024, the City received a letter from the Director of Transportation Operations for the Texas Department of Transportation (TXDOT), notifying the City of changes to the posted speed limits along the SH 288 frontage roads near the FM 1462 intersection. TXDOT revised the speed limits based on a Speed Zone Study that they recently conducted. In order for these changes to be enforceable, the City must approve an ordinance to amend Chapter 24 Traffic to revise the speed limits. Ordinance 24-II amends Chapter 24, therefore accomplishing this goal. The speed limit change is as follows:

- 1. Along SH 288 (East and West frontage roads), from the point 1,541 feet north of FM 1462 (MP 17.460) to the intersection of FM 1462 (MP 17.759), a distance of approximately 0.299 mile, the speed limit shall be 50 MPH.*
- 2. Along SH 288 (East frontage road) from the intersection of FM 1462 (MP 18.089) to the point 2,011 feet south of the intersection of FM 1462 (MP 18.470), a distance of approximately 0.381 mile, the speed limit shall be 50 MPH.*
- 3. Along SH 288 (West frontage road) from the intersection of FM 1462 (MP 18.089) to the point of 1,536 feet south of the intersection of FM 1462 (MP 18.380), a distance of approximately 0.291 mile, the speed limit shall be 45 MPH.*

Staff recommends approval of Ordinance 24-II.

Michelle Segovia, City Engineer, presented this item before City Council with explanation.

Council member Moore moved to approve Ordinance 24-II, amending Chapter 24, Traffic, of the Code of Ordinances, City of Alvin, Texas, for the purpose of amending and altering the prima facie speed limit established for vehicles under the provisions of §545.356 of the Texas Transportation Code, upon the basis of a Texas Department of Transportation engineering and traffic investigation, upon certain streets and highways, or parts thereof, within the corporate city limits of the City of Alvin, as set out in this Ordinance; providing for a penalty; providing for a repealer clause and severability clause; providing for publication, and effective date; and setting forth other provisions related thereto. Seconded by Council member Starkey; motion carried with all members present voting Aye.

Consider Resolution 24-R-39, by the City Council of the City of Alvin, Texas, revising the City's Athletic Facilities Policy for the Use of the City's Parks and Recreational Facilities; updating the Alvin Sport Association List as set forth in Exhibit A; establishing an effective date; and setting further other related matters thereto.

Diamond of Hope, also known as Blue Chips Baseball, submitted an application by the deadline of September 15, 2024, for recognition as an Alvin Sport Association but was denied for failure to provide non-profit status as a 501(c)3. On October 3, 2024, City Council adopted the current Athletic Facility Policy, including Exhibit A, which lists all sport organization applicants recognized as Alvin Sport Associations for fiscal year 2025 (October 1, 2024, through September 30, 2025).

On October 10, 2024, Mr. Josh Jones of Diamond of Hope met with Parks Department staff and presented an IRS letter dated August 28, 2024, as proof of non-profit 501(c)3 and requested consideration as an Alvin Sport Association for fiscal year 2025.

<u>Proposed Changes</u>	<u>Rationale</u>
<i>Exhibit A - adding Diamond of Hope as a recognized Alvin Sport Association</i>	<i>Mr. Jones did not possess proof of non-profit 501(c)3 status by the IRS until after the application deadline of September 15, 2024. The IRS letter was in fact dated August 28, 2024.</i>

This item was unanimously approved by the Park Board at the regular meeting on December 3, 2024.

Staff recommends approval of Diamond of Hope aka Blue Chips Baseball as a recognized Alvin Sport Association for fiscal year 2025, ending September 30, 2025.

Dan Kelinske, Director of Parks and Recreation, presented this item before City Council with explanation.

Council member DeKeyzer moved to approve Resolution 24-R-39, by the City Council of the City of Alvin, Texas, revising the City's Athletic Facilities Policy for the Use of the City's Parks and Recreational Facilities; updating the Alvin Sport Association List as set forth in Exhibit A; establishing an effective date; and setting further other related matters thereto. Seconded by Council member Garivey; motion carried with all members present voting Aye.

Consider Resolution 24-R-40, by the City Council of the City of Alvin, Texas, amending the City of Alvin's Personnel Policy Manual to include the addition of Veterans Day as an official City Holiday, detailed holiday pay terms for shift workers, an adjustment to the Mental Health Leave policy from a fiscal year based system to a rolling 12-month period, and the inclusion of a payback clause in the paid parental leave section; and providing for other matters related thereto.

The City of Alvin Personnel Policy Manual is periodically reviewed and updated to ensure compliance with current regulations, operational efficiency, and alignment with the needs of City employees. Resolution 24-R-40 proposes amendments to the Personnel Policy Manual, incorporating the following changes:

- 1. Veterans Day Addition:**
Veterans Day will be added as an official City holiday to honor the service and sacrifices of veterans within our community and beyond. (Pg. 40)
- 2. Holiday Pay Terms for Shift-Scheduled Employees:**
The policy now includes more detailed terms outlining holiday pay specifically for shift-scheduled employees (those not covered under the Collective Bargaining Agreement), ensuring clarity and consistency in its application. (Pg. 41)
- 3. Mental Health Leave Adjustment:**
The policy has been revised to shift mental health leave eligibility from a fiscal year-based period to a rolling 12-month period. This change provides greater flexibility for employees needing this leave. (Pg. 54)
- 4. Paid Parental Leave – Payback Clause:**
The Paid Parental Leave section now explicitly includes a payback clause, stipulating that employees who do not return to work after their leave, or who leave within 90 days of their return, are required to repay the City. (Pg. 57)

Staff recommends the adoption of Resolution 24-R-40, amending the Personnel Policy Manual to reflect these updates. These changes aim to enhance employee support, improve clarity in policy implementation, and align City operations with best practices.

Tina Rodriguez, Director of Human Resources, presented this item before City Council with explanation.

Council member Garivey moved to approve Resolution 24-R-40, by the City Council of the City of Alvin, Texas, amending the City of Alvin's Personnel Policy Manual to include the addition of Veterans Day as an official City Holiday, detailed holiday pay terms for shift workers, an adjustment to the Mental Health Leave

policy from a fiscal year based system to a rolling 12-month period, and the inclusion of a payback clause in the paid parental leave section; and providing for other matters related thereto. Seconded by Council member Vela; motion carried with all members present voting Aye.

Consider appointment to Parks Board.

PARKS AND RECREATION BOARD: Ordinance calls for 7 members, resident and qualified voter of the city, and can serve no more than 3 consecutive 2-year terms. At the last meeting, Kim Dugas was appointed to serve on the Board. However, the City Secretary's Office did not verify her voter registration status prior to the appointment. It has since been confirmed that she is not a registered voter of the City of Alvin, which makes her ineligible to serve in this position. We sincerely apologize for this oversight and will ensure greater diligence in the future. As a result, a new appointment will need to be made to this Board.

- Current Applicants: Larry Davidson (resident/reg voter), Jerry Persefield (resident/reg voter), Sylvia Callahan (resident/reg voter)

Dixie Roberts, Assistant City Manager/City Secretary, presented this item before City Council with explanation.

Council member Starkey moved to appoint Jerry Persefield to serve a two (2) year term on the Alvin Parks and Recreation Board. Seconded by Council member Vela; motion carried with all members present voting Aye.

Discuss appointments to the Tax Increment Reinvestment Zone (TIRZ) 1 and TIRZ 2 (Kendall Lakes).

Update on TIRZ Board Appointments: At the last meeting, City Council discussed the proposed appointments for the TIRZ 1 Board (Preservation Creek Development area) and the TIRZ 2 Board (Kendall Lakes).

- **TIRZ 1 Board:** This board requires the appointment of 8 members, including one member to serve as the Chair. During the December 5th meeting, City Council appointed 5 applicants to serve on the board. However, 3 additional appointments are still needed to complete this board.
- **TIRZ 2 Board:** At the December 5th meeting, City Council proposed the reappointment of three members to serve another 2-year term. 2 additional appointments, each for a 2-year term, are still needed to complete this board.

Once these appointments are finalized, staff will prepare the necessary Resolutions for City Council's consideration at the next meeting to officially confirm the appointments.

TIRZ 1

- Taylor LeBlanc
- Holland DeKeyzer
- Jaime Van Horne
- Paul Horn
- Monio Mark

3 more members are needed to serve on this 8 member board.

TIRZ 2 (Kendall Lakes)

- Armando Cespedes - Place 2 (reappointment - 2 year term)
- Mark Nokelby - Place 5 (reappointment - 2 year term)
- Emily Wikcs - Place 8 - (reappointment - 2 year term)

2 additional appointments are needed to serve on this 8 member board (Position #4, and Position #6).

Dixie Roberts, Assistant City Manager/City Secretary, presented this item before City Council with explanation. Staff contacted applicants that were not appointed at the last City Council meeting to confirm they are all willing to serve on other boards. Based on those confirmations, it was recommended that Council appoint Alejandra Turpin, Larry Davidson, and Kurt Overby to TIRZ 1 Board. Discussion was had on whether or not members can serve on both TIRZ boards. It was recommended that Holland DeKeyzer and Paul Horn, who are already appointed to TIRZ 1, also be appointed to TIRZ 2 Board. An official Resolution will be brought before City Council at the next meeting for consideration of these appointments.

Council member Starkey moved to appoint Alejandra Turpin, Larry Davidson and Kurt Overby to TIRZ 1 Board; Seconded by Council member Moore; motion carried with all members present voting Aye.

Council member Garivey moved to appoint Holland DeKeyzer and Paul Horn to TIRZ 2 Board; Seconded by Council member Moore; motion carried with all members present voting Aye, and Council member DeKeyzer abstaining.

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/or review preliminary list of items for next Council meeting.

Mr. Junru Roland announced items of community interest.

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 mentioned that former City of Alvin Associate Judge Pannel recently passed away. Visitation will be Sunday December 22nd, with the funeral being held on Monday December 23rd at the Presbyterian Church. He asked that everyone keep his family in their prayers.

Council member DeKeyzer wished everyone a Merry Christmas and Happy New Year and reminded everyone to be safe on the roads during this season.

Council member Castro, Moore, Vaughn, Vela and Garivey wished everyone a Merry Christmas.

Mayor Adame wished everyone a Merry Christmas and stated that he is honored to serve with all his fellow council members and the City of Alvin staff.

ADJOURNMENT

Mayor Adame adjourned the meeting at 7:37 p.m.

PASSED and APPROVED the 16th of January 2025.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: City Manager

Contact: Junru Roland, City Manager

Agenda Item: Consider Resolution 25-R-01, by the City Council of the City of Alvin, Texas, approving the appointment of Directors for Position Numbers One through Eight to the Board of Directors of Reinvestment Zone Number One, City of Alvin, Texas; and setting forth other provisions related thereto.

Type of Item: Resolution

Summary: TIRZ (Tax Increment Reinvestment Zone) One was established under Ordinance 03-FFF to support the proposed raceway track development during that time, which ultimately did not materialize. The area designated under this TIRZ is now known as Preservation Creek. Although the original project was never realized, the TIRZ remains active and has not been dismantled, making it available for use within Preservation Creek. Ordinance 03-FFF created the Board of Directors for Zone Number One with eleven members. Eight of those members are nominated and appointed by the City Council (positions one through eight). Positions Nine through Eleven can be nominated and appointed by other taxing units levying taxes in Zone Number One.

Through the adoption of Resolution 25-R-01, City Council is appointing the following eight members to the Board of Directors for this Zone:

- Paul Horn, Position #1 - through 12/2026
- Larry Davidson, Position #2 - through 12/2025
- Holland DeKeyser, Position #3 - through 12/2026
- Kurt Overby, Position #4 - through 12/2025
- Monio Mark II, Position #5 - through 12/2026
- Alejandra Turpin, Position #6 - through 12/2025
- Taylor LeBlanc, Position #7 - through 12/2026
- Jamie Van Horne, Position #8 - through 12/2025

Staff recommends approval of Resolution 25-R-01.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☒

Date Completed: 1/9/2025 SLH

Finance Review Required: N/A ☐ Required ☒

Date Completed: ☐

Supporting documents attached:

1. Res 25-R-01; TIRZ1 Board of Directors Appointments

Recommendation: Move to approve Resolution 25-R-01, by the City Council of the City of Alvin, Texas, approving the appointment of Directors for Position Numbers One through Eight to the Board of Directors of Reinvestment Zone Number One, City of Alvin, Texas; and setting forth other provisions related thereto.

Reviewed by Department Head, if applicable: __

Reviewed by City Attorney, if applicable: X

Reviewed by Chief Financial Officer, if applicable: __

Reviewed by City Manager, if applicable: X

RESOLUTION 25-R-01

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, APPROVING THE APPOINTMENT OF DIRECTORS FOR POSITION NUMBERS ONE THROUGH EIGHT TO THE BOARD OF DIRECTORS OF REINVESTMENT ZONE NUMBER ONE, CITY OF ALVIN, TEXAS; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council adopted Ordinance No. 03-FFF designating a contiguous area within the City of Alvin as Reinvestment Zone Number One, City of Alvin, Texas (“Zone No. 1”) under the provisions of Chapter 311 of the Texas Tax Code; and

WHEREAS, Ordinance 03-FFF created a Board of Directors for Zone No. 1 with eleven members, eight of such members, being positions One through Eight, to be nominated and appointed by City Council, and three of such members, being positions Nine through Eleven, to be nominated and appointed by other taxing units levying taxes in Zone No. 1, unless such taxing units have not appointed a director by **February 20, 2025**, which, in such case, the City Council shall be entitled, if it so chooses, to nominate and appoint members to positions Nine through Eleven; and

WHEREAS, the directors appointed to odd-numbered positions shall be appointed for two year terms, beginning on the effective date of this Ordinance, while the directors appointed to even-numbered positions shall be appointed to a one-year term, beginning on the effective date of this Ordinance.

WHEREAS, the City Council hereby confirms and ratifies the duly qualified persons listed below for appointment to the respective positions and for the respective terms described below; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALVIN:

Section 1. Findings

(a) That the facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct and are adopted as part of this Resolution for all

purposes.

(b) It is hereby found and declared that all the nominees listed in Section 2 are either (i) qualified voters of the City or (ii) at least 18 years of age who reside within the corporate limits of the City of Alvin.

Section 2. Confirmation and Ratification of Appointment to Board of Directors

That the City Council does hereby confirm and ratify the appointment to the Board of Directors of Reinvestment Zone Number One, City of Alvin, Texas, the duly qualified persons to the positions and terms as follows:

Name & Address	Position	Term Expires
Paul Horn Alvin, Texas	Position #1	December 31, 2026
Larry Davidson Alvin, Texas	Position #2	December 31, 2025
Holland DeKeyser Alvin, Texas	Position #3	December 31, 2026
Kurt Overby Alvin, Texas	Position #4	December 31, 2025
Monio Mark II Alvin, Texas	Position #5	December 31, 2026
Alejandra Turpin Alvin, Texas	Position #6	December 31, 2025
Taylor LeBlanc Alvin, Texas	Position #7	December 31, 2026
Jamie Van Horne Alvin, Texas	Position #8	December 31, 2025

Section 3. Open Meetings Act. It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

This Resolution shall be effective on the date of passage in accordance with the Alvin City Charter.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED on the 16th day of January 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

Gabe Adame, Mayor

Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: City Secretary

Contact: Dixie Roberts, Asst. City Manager/City Secretary

Agenda Item: Consider Resolution 25-R-02, authorizing appointments to the Board of Directors of Reinvestment Zone Number Two, City of Alvin, Texas, and the Kendall Lakes TIRZ Redevelopment Authority Board for a two-year term; re-appointing members to Position Numbers Two, Five, and Eight; reappointing the Chair, and appointing members to fill vacancies to Position Numbers Four and Six through December 31, 2026; and setting forth other provisions related thereto.

Type of Item: Resolution

Summary: 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 are responsible for developing policies that promote high-quality development for this site. TIRZ Board members serve staggered terms based on even- and odd-numbered years. Positions currently up for reappointment include Position #2, held by Armando Cespedes; Position #5, held by Mark Nokelby; and Position #8, held by Emily Wicks. All three members have agreed to serve another two-year term. Currently vacant are Position #4 and Position #6, for which City Council, during the December 19th City Council meeting, verbally expressed their intention to appoint Holland DeKeyzer and Paul Horn, respectively. Ricky Kubeczka, who currently serves as Chair of both the Board and the Authority, will be reappointed as Chair through December 2025, a designation reviewed annually.

Resolution 25-R-02 reappoints Armando Cespedes to Position #2, Mark Nokelby to Position #5, and Emily Wicks to Position #8, each for a two-year term ending December 31, 2026. Additionally, it reappoints Ricky Kubeczka to serve as Chair through December 2025 and appoints Paul Horn to fill the vacancy for Position #4 and Holland DeKeyzer to fill the vacancy for Position #6, both for two-year terms ending December 31, 2026. Staff recommends approval of Resolution 25-R-02.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: _____ **Amount:** _____

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☒

Date Completed: 1/9/2025 SLH

Finance Review Required: N/A ☒ Required ☐

Date Completed: _____

Supporting documents attached:

1. Res 25-R-02; TIRZ2 Kendall Lakes Board Appts
-

Recommendation: Move to approve Resolution 25-R-02, authorizing appointments to the Board of Directors of Reinvestment Zone Number Two, City of Alvin, Texas, and the Kendall Lakes TIRZ Redevelopment Authority Board for a two-year term; re-appointing members to Position Numbers Two, Five, and Eight; reappointing the Chair, and appointing members to fill vacancies to Position Numbers Four and Six through December 31, 2026; and setting forth other provisions related thereto.

Reviewed by Department Head, if applicable: __

Reviewed by City Attorney, if applicable: X

Reviewed by Chief Financial Officer, if applicable: __

Reviewed by City Manager, if applicable: X

RESOLUTION 25-R-02

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, AUTHORIZING APPOINTMENTS TO THE BOARD OF DIRECTORS OF REINVESTMENT ZONE NUMBER TWO, CITY OF ALVIN, TEXAS, AND THE KENDALL LAKES TIRZ REDEVELOPMENT AUTHORITY BOARD FOR A TWO-YEAR TERM; REAPPOINTING MEMBERS TO POSITION NUMBERS TWO, FIVE, AND EIGHT; REAPPOINTING THE CHAIR; AND APPOINTING MEMBERS TO FILL VACANCIES TO POSITION NUMBERS FOUR AND SIX THROUGH DECEMBER 31, 2026; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council adopted Ordinance No. 03-XXX designating a contiguous area within the City of Alvin as Reinvestment Zone Number Two, City of Alvin, Texas (“Zone No. 2”) under the provisions of Chapter 311 of the Texas Tax Code; and

WHEREAS, Ordinance 03-XXX created a Board of Directors for Zone No. 2 with twelve members, eight of such members, being positions One through Eight, to be nominated and appointed by City Council, and four of such members, being positions Nine through Twelve, to be nominated and appointed by other taxing units levying taxes in Zone No. 2, unless such taxing units have not appointed a director by January 15, 2005, which, in such case, the City Council shall be entitled to nominate and appoint members to positions Nine through Twelve; and

WHEREAS, Position Number 7 is no longer necessary to fulfill the composition requirements of the 8-member Board and will not be reappointed; and

WHEREAS, the City Council hereby confirms and ratifies the duly qualified persons listed below for appointment to the respective positions and for the respective terms described below; and

WHEREAS, the City Council hereby confirms and ratifies the duly qualified person listed in Position Nine, Ricky Kubeczka, to serve as Chair of the Board of Directors for the duration listed below;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALVIN:

Section 1. Findings

(a) That the facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct and are adopted as part of this Resolution for all purposes.

(b) It is hereby found and declared that all the nominees listed in Section 2 are either (i) qualified voters of the City or (ii) at least 18 years of age and own real property in Zone No. 2.

Section 2. Confirmation and Ratification of Appointment to Board of Directors

That the City Council does hereby confirm and ratify the appointment to the Board of Directors of Reinvestment Zone Number Two, City of Alvin, Texas, the duly qualified persons to the positions and terms as follows:

Name & Address	Position	Term Expires
Armando Cespedes Alvin, Texas 77511	Position #2	December 31, 2026
Paul Horn Alvin, Texas 77511	Position #4	December 31, 2026
Mark Nokelby Alvin, Texas 77511	Position #5	December 31, 2026
Holland DeKeyzer Alvin, Texas 77511	Position #6	December 31, 2026
Emily Wicks Alvin, Texas 77511	Position #8	December 31, 2026

Section 3. Appointment of Chair of the Board of Directors

That the City Council does hereby confirm and ratify the appointment of Ricky Kubeczka as the Chair of the Board of Directors of Zone No. 2 and shall serve in such position until December 31, 2025, or until a successor is appointed and qualified.

Section 4. Open Meetings Act. It is hereby officially found and determined that this meeting

was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

This Resolution shall be effective on the date of passage in accordance with the Alvin City Charter.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED on the 16th day of January 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

Gabe Adame, Mayor

Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: Finance

Contact: Chris Thomas, Director of
Administrative Services

Agenda Item: Consider approval of Ordinance 25-A, amending Ordinance 23-V, passed and approved September 7, 2023, same being 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 fiscal year budget for the purpose of amending the year-end budget and providing for supplemental appropriation and/or transfer of certain funds as set forth in the attached Exhibit A; providing for severability; and providing for other matters related thereto.

Type of Item: Ordinance

Summary: Each fiscal year-end, the City amends the budget to appropriate expenditures and revenues which occur during the year, as 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 2023-2024 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.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒	Budgeted Item: Yes ☐ No ☐ N/A ☐
Funding Account: _____ Amount: _____	1295 Form Required? Yes ☐ No ☒
Legal Review Required: N/A ☐ Required ☒	Date Completed: <u>1/13/2025 SLH</u>
Finance Review Required: N/A ☐ Required ☒	Date Completed: _____

Supporting documents attached:

1. Ord 25-A Fiscal Year End Budget Amendment
 2. Ord 25-A; Exhibit A
-

Recommendation: Move to approve Ordinance 25-A, amending the City of Alvin FY 2023-24 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.

Reviewed by Department Head, if applicable: ☐
Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐
Reviewed by City Manager, if applicable: ☐

ORDINANCE NO 25-A

AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, AMENDING ORDINANCE 23-V, PASSED AND APPROVED SEPTEMBER 7, 2023, SAME BEING 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 FY BUDGET FOR THE PURPOSE OF AMENDING THE YEAR-END BUDGET AND PROVIDING FOR SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF CERTAIN FUNDS AS SET FORTH IN THE ATTACHED EXHIBIT A; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR OTHER MATTERS RELATED THERETO.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:

Section 1. That the City of Alvin 2023-2024 Fiscal Year Budget is hereby amended by increasing (decreasing) certain expenditures and increasing (decreasing) certain revenues to the individual budget accounts in all funds set forth in Exhibit A, attached hereto and incorporated herein by reference.

Section 2. Open Meetings Act. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED on this the 16th day of January 2025.

CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: : _____
Dixie Roberts, City Secretary

Account	Name	Budget	Add/Sub	Amended	Description
100 - DISASTER FUND					
100-401010	GRANT PROCEEDS	\$0	(\$360,100)	(\$360,100)	Hurricane Beryl - Disasters not Budgeted
100-1002-00-1005	OVERTIME	\$0	\$1,725	\$1,725	Hurricane Beryl - Disasters not Budgeted
100-1002-00-1009	TMRS EXPENSE - ER	\$0	\$325	\$325	Hurricane Beryl - Disasters not Budgeted
100-1002-00-1011	FICA EXPENSE - ER	\$0	\$150	\$150	Hurricane Beryl - Disasters not Budgeted
100-1004-00-1005	OVERTIME	\$0	\$3,000	\$3,000	Hurricane Beryl - Disasters not Budgeted
100-1004-00-1009	TMRS EXPENSE - ER	\$0	\$550	\$550	Hurricane Beryl - Disasters not Budgeted
100-1004-00-1011	FICA EXPENSE - ER	\$0	\$250	\$250	Hurricane Beryl - Disasters not Budgeted
100-2504-00-2125	GENERAL SUPPLIES	\$0	\$200	\$200	Hurricane Beryl - Disasters not Budgeted
100-2505-00-1005	OVERTIME	\$0	\$4,100	\$4,100	Hurricane Beryl - Disasters not Budgeted
100-2505-00-1009	TMRS EXPENSE - ER	\$0	\$750	\$750	Hurricane Beryl - Disasters not Budgeted
100-2505-00-1011	FICA EXPENSE - ER	\$0	\$350	\$350	Hurricane Beryl - Disasters not Budgeted
100-3501-00-1005	OVERTIME	\$0	\$17,100	\$17,100	Hurricane Beryl - Disasters not Budgeted
100-3501-00-1009	TMRS EXPENSE - ER	\$0	\$3,050	\$3,050	Hurricane Beryl - Disasters not Budgeted
100-3501-00-1011	FICA EXPENSE - ER	\$0	\$1,325	\$1,325	Hurricane Beryl - Disasters not Budgeted
100-3501-18-1005	OVERTIME	\$0	\$700	\$700	Hurricane Beryl - Disasters not Budgeted
100-3501-18-1009	TMRS EXPENSE - ER	\$0	\$150	\$150	Hurricane Beryl - Disasters not Budgeted
100-3501-18-1011	FICA EXPENSE - ER	\$0	\$75	\$75	Hurricane Beryl - Disasters not Budgeted
100-3502-00-1005	OVERTIME	\$0	\$6,600	\$6,600	Hurricane Beryl - Disasters not Budgeted
100-3502-00-1009	TMRS EXPENSE - ER	\$0	\$1,200	\$1,200	Hurricane Beryl - Disasters not Budgeted
100-3502-00-1011	FICA EXPENSE - ER	\$0	\$525	\$525	Hurricane Beryl - Disasters not Budgeted
100-3503-00-1005	OVERTIME	\$0	\$8,900	\$8,900	Hurricane Beryl - Disasters not Budgeted
100-3503-00-1009	TMRS EXPENSE - ER	\$0	\$1,600	\$1,600	Hurricane Beryl - Disasters not Budgeted
100-3503-00-1011	FICA EXPENSE - ER	\$0	\$700	\$700	Hurricane Beryl - Disasters not Budgeted
100-5501-00-1005	OVERTIME	\$0	\$5,000	\$5,000	Hurricane Beryl - Disasters not Budgeted
100-5501-00-1009	TMRS EXPENSE - ER	\$0	\$900	\$900	Hurricane Beryl - Disasters not Budgeted
100-5501-00-1011	FICA EXPENSE - ER	\$0	\$400	\$400	Hurricane Beryl - Disasters not Budgeted
100-6002-00-1005	OVERTIME	\$0	\$9,300	\$9,300	Hurricane Beryl - Disasters not Budgeted
100-6002-00-1009	TMRS EXPENSE - ER	\$0	\$1,675	\$1,675	Hurricane Beryl - Disasters not Budgeted
100-6002-00-1011	FICA EXPENSE - ER	\$0	\$725	\$725	Hurricane Beryl - Disasters not Budgeted
100-6003-00-1005	OVERTIME	\$0	\$2,350	\$2,350	Hurricane Beryl - Disasters not Budgeted
100-6003-00-1009	TMRS EXPENSE - ER	\$0	\$425	\$425	Hurricane Beryl - Disasters not Budgeted
100-6003-00-1011	FICA EXPENSE - ER	\$0	\$200	\$200	Hurricane Beryl - Disasters not Budgeted
100-6004-00-1005	OVERTIME	\$0	\$3,200	\$3,200	Hurricane Beryl - Disasters not Budgeted
100-6004-00-1009	TMRS EXPENSE - ER	\$0	\$575	\$575	Hurricane Beryl - Disasters not Budgeted
100-6004-00-1011	FICA EXPENSE - ER	\$0	\$250	\$250	Hurricane Beryl - Disasters not Budgeted
100-7001-00-1005	OVERTIME	\$0	\$2,100	\$2,100	Hurricane Beryl - Disasters not Budgeted
100-7001-00-1009	TMRS EXPENSE - ER	\$0	\$400	\$400	Hurricane Beryl - Disasters not Budgeted
100-7001-00-1011	FICA EXPENSE - ER	\$0	\$175	\$175	Hurricane Beryl - Disasters not Budgeted
100-7001-01-1005	OVERTIME	\$0	\$1,900	\$1,900	Hurricane Beryl - Disasters not Budgeted
100-7001-01-1009	TMRS EXPENSE - ER	\$0	\$350	\$350	Hurricane Beryl - Disasters not Budgeted
100-7001-01-1011	FICA EXPENSE - ER	\$0	\$150	\$150	Hurricane Beryl - Disasters not Budgeted
100-8001-00-1005	OVERTIME	\$0	\$225	\$225	Hurricane Beryl - Disasters not Budgeted
100-8001-00-1009	TMRS EXPENSE - ER	\$0	\$50	\$50	Hurricane Beryl - Disasters not Budgeted
100-8001-00-1011	FICA EXPENSE - ER	\$0	\$25	\$25	Hurricane Beryl - Disasters not Budgeted
100-9004-00-2125	GENERAL SUPPLIES	\$0	\$3,900	\$3,900	Hurricane Beryl - Disasters not Budgeted
100-9004-00-3100	CONTRACT SERVICES	\$0	\$272,500	\$272,500	Hurricane Beryl - Disasters not Budgeted

Account	Name	Budget	Add/Sub	Amended	Description
103 - AMERICAN RESCUE PLAN ACT FUND					
Revenue					
103-401010	GRANT PROCEEDS	(\$2,773,931)	(\$1,677,350)	(\$4,451,281)	ARPA projects draw revenue from receivable fund as expenses are used
Expense					
103-1002-00-4150	MACHINERY/EQUIPMENT - CLERKS	\$233,875	(\$200,000)	\$33,875	ARPA projects not used in this category
103-2505-00-4150	MACHINERY/EQUIPMENT - IT	\$186,373	(\$150,000)	\$36,373	ARPA projects not used in this category
103-3501-00-4150	MACHINERY/EQUIPMENT - PD	\$0	\$515,500	\$515,500	More ARPA projects completed than budgeted in this category
103-3502-00-4150	MACHINERY/EQUIPMENT - FIRE	\$0	\$65,250	\$65,250	More ARPA projects completed than budgeted in this category
103-3503-00-4150	MACHINERY/EQUIPMENT - EMS	\$9,080	\$106,250	\$115,330	More ARPA projects completed than budgeted in this category
103-3503-00-4250	MOTOR VEHICLES	\$0	\$53,500	\$53,500	More ARPA projects completed than budgeted in this category
103-3505-00-4150	MACHINERY/EQUIPMENT - EOC	\$0	\$35,750	\$35,750	More ARPA projects completed than budgeted in this category
103-6001-00-4150	MACHINERY/EQUIPMENT - WATER	\$0	\$1,111,500	\$1,111,500	More ARPA projects completed than budgeted in this category
103-7001-00-3270	BUILDING/GROUNDS MAINT - PARKS	\$0	\$108,500	\$108,500	More ARPA projects completed than budgeted in this category
103-7001-00-4150	MACHINERY/EQUIPMENT - PARKS	\$0	\$5,100	\$5,100	More ARPA projects completed than budgeted in this category
103-9001-00-3100	CONTRACT SERVICES - CH	\$0	\$26,000	\$26,000	More ARPA projects completed than budgeted in this category
111 - GENERAL OPERATING FUND					
Revenue					
111-400100	Sales Tax Revenue	(\$3,180,887)	(\$281,625)	(\$3,462,512)	Excess sales tax collected recognized to cover depts 7001,7002,9001
111-403000	Fines & Forfeitures	(\$420,000)	(\$14,550)	(\$434,550)	Extra revenue from court fines to cover dept 2502
Expense					
111-2502-00-1001	SALARIES	\$163,928	\$1,200	\$165,128	Minor correction to salaries
111-2502-00-1009	TMRS EXPENSE - ER	\$30,101	\$200	\$30,301	Minor correction to TMRS
111-2502-00-1016	CERTIFICATION/EDUCATION	\$3,150	\$400	\$3,550	Minor correction to cert pay
111-2502-00-3100	CONTRACT SERVICES	\$1,400	\$8,250	\$9,650	Collection agency was not coded correctly prior to this year
111-2502-00-3170	PROFESSIONAL DEVELOPMENT	\$5,000	\$2,250	\$7,250	More training for court members
111-2502-00-3210	POSTAGE/FREIGHT	\$4,000	\$2,250	\$6,250	More postage used for additional warrants and certified mail
111-7001-04-3290	TECHNOLOGY SERVICES	\$0	\$2,950	\$2,950	Internet service not previously used
111-7002-00-3190	COMMUNICATIONS	\$4,943	\$225	\$5,168	Minor correction to communications
111-7002-00-3250	GENERAL INSURANCE	\$42,900	\$50,500	\$93,400	General insurance affected by windstorm and liability increase
111-9001-00-3103	MERCHANT CREDIT CARD FEES	\$48,000	\$25,250	\$73,250	CC fees rose as additional terminals were added for departments
111-9001-00-3180	DUES/MEMBERSHIPS	\$5,000	\$200	\$5,200	Minor correction to dues/memberships
111-9001-00-3250	GENERAL INSURANCE	\$213,360	\$202,500	\$415,860	General insurance affected by windstorm and liability increase
111-1002-00-1001	SALARIES	\$249,496	\$1,900	\$251,396	Minor correction to salaries
111-1002-00-1009	TMRS EXPENSE - ER	\$45,692	\$200	\$45,892	Minor correction to TMRS correlating to salary adjustment
111-1002-00-1011	FICA EXPENSE - ER	\$19,715	(\$425)	\$19,290	Minor savings on FICA expense
111-1002-00-2100	OFFICE SUPPLIES	\$1,000	\$25	\$1,025	Minor correction to office supplies
111-1002-00-3100	CONTRACT SERVICES	\$30,410	\$2,075	\$32,485	Additional expenses for newspaper publications
111-1002-00-3170	PROFESSIONAL DEVELOPMENT	\$5,800	(\$1,575)	\$4,225	Savings on used for minor increases in dept
111-1002-00-3180	DUES/MEMBERSHIPS	\$470	\$550	\$1,020	Additional membership started this year so not budgeted
111-1002-00-3190	COMMUNICATIONS	\$6,845	(\$2,750)	\$4,095	Savings on communications used to balance adjustments in department
111-1003-00-1001	SALARIES	\$242,812	\$3,900	\$246,712	Correction to salaries as lawyer is contract and percentage is not easily budgeted
111-1003-00-1009	TMRS EXPENSE - ER	\$43,270	\$500	\$43,770	TMRS correction correlating to salary adjustment
111-1003-00-3120	LEGAL SERVICES	\$60,000	(\$14,500)	\$45,500	Legal service needs are difficult to predict and savings were had this year
111-1003-00-3180	DUES/MEMBERSHIPS	\$310	\$100	\$410	Minor correction to dues/memberships
111-1003-00-7150	XFER TO FAC MAINT FUND 616	\$13,974	\$10,000	\$23,974	Excess form legal services used to increase transfer to Fac Maint

Account	Name	Budget	Add/Sub	Amended	Description
111-1004-00-1001	SALARIES	\$291,870	\$750	\$292,620	Minor correction to salaries
111-1004-00-1011	FICA EXPENSE - ER	\$23,310	(\$2,000)	\$21,310	Savings on FICA expense used to cover minor corrections in dept
111-1004-00-1015	457 DEFERRED COMP	\$23,199	\$150	\$23,349	Minor correction to deferred comp
111-1004-00-2125	GENERAL SUPPLIES	\$0	\$500	\$500	Correction to general supplies and amount budgeted in next fiscal year
111-1004-00-3170	PROFESSIONAL DEVELOPMENT	\$9,000	\$600	\$9,600	Minor correction to prof dev
111-1005-00-1001	SALARIES	\$65,343	\$12,000	\$77,343	Salary difference as budget was for manager not director
111-1005-00-1009	TMRS EXPENSE - ER	\$12,498	\$1,800	\$14,298	TMRS difference correlates with salary
111-1005-00-1011	FICA EXPENSE - ER	\$5,393	\$750	\$6,143	FICA increase due to salary increase
111-1005-00-3100	CONTRACT SERVICES	\$16,500	(\$6,750)	\$9,750	Savings in line item as dept was empty for part of the year
111-1005-00-3170	PROFESSIONAL DEVELOPMENT	\$7,500	(\$6,000)	\$1,500	Savings in line item as dept was empty for part of the year
111-1005-00-3180	DUES/MEMBERSHIPS	\$2,820	(\$950)	\$1,870	Savings in line item as dept was empty for part of the year
111-1005-00-3190	COMMUNICATIONS	\$6,000	(\$1,000)	\$5,000	Communications expenses lower than budget across most departments
111-1005-00-3225	PROMOTIONAL/MARKETING	\$5,000	(\$1,000)	\$4,000	Savings in line item as dept was empty for part of the year
111-1005-00-7505	XFER TO IT MAINT FUND 613	\$4,446	\$1,150	\$5,596	Savings used to transfer to IT Maint
111-2501-00-1001	SALARIES	\$360,839	(\$17,600)	\$343,239	Salary savings due to transitions during the year
111-2501-00-1017	EQUIPMENT ALLOWANCE	\$1,020	\$100	\$1,120	Controller added cell phone for part of the year
111-2501-00-2100	OFFICE SUPPLIES	\$6,960	\$1,250	\$8,210	Additional office supplies for furniture replacement
111-2501-00-3210	POSTAGE/FREIGHT	\$1,400	\$1,250	\$2,650	Increase in postage/freight from additional check mailings
111-2501-00-7150	XFER TO FAC MAINT FUND 616	\$13,974	\$15,000	\$28,974	Savings used to transfer to Fac Maint
111-2503-00-1001	SALARIES	\$220,985	(\$29,000)	\$191,985	Savings in salaries as HR employee was temp for portion of the year
111-2503-00-1009	TMRS EXPENSE - ER	\$40,440	(\$6,500)	\$33,940	TMRS savings as HR employee was not staff member
111-2503-00-2125	GENERAL SUPPLIES	\$350	\$500	\$850	Correction to general supplies as budgeted amount was low
111-2503-00-3100	CONTRACT SERVICES	\$7,050	\$25,000	\$32,050	Temp HR employee paid as contract labor for portion of the year
111-2503-00-3160	PRE-EMPLOYMENT MEDICAL SERV	\$9,600	\$14,000	\$23,600	Increase due to hiring staff members for Rec Center
111-2503-00-3170	PROFESSIONAL DEVELOPMENT	\$14,500	(\$4,000)	\$10,500	Prof Dev savings due to HR Director leaving and one staff member being contract
111-3501-00-1001	SALARIES	\$6,025,693	(\$272,150)	\$5,753,543	PD salaries usually have savings from turnover and cadet versus officer pay
111-3501-00-1005	OVERTIME	\$278,102	\$135,250	\$413,352	Turnover and vacancies results in higher overtime
111-3501-00-1014	CLOTHING ALLOWANCE	\$11,520	\$4,000	\$15,520	Allowance increased due to payroll stipends
111-3501-00-2100	OFFICE SUPPLIES	\$12,000	\$1,500	\$13,500	Increase in office supplies for PD workers
111-3501-00-2125	GENERAL SUPPLIES	\$22,000	\$17,250	\$39,250	Increase in department spending for building supplies, drones and high dollar items
111-3501-00-2200	CONSUMABLES	\$14,000	\$1,000	\$15,000	More meals needed for prisoners at the jail
111-3501-00-2301	MOTOR VEHICLE FUEL	\$120,000	\$21,000	\$141,000	Fuel cost increases and fluctuation
111-3501-00-3170	PROFESSIONAL DEVELOPMENT	\$58,300	\$12,250	\$70,550	Extra training for cadets and officers
111-3501-00-3180	DUES/MEMBERSHIPS	\$4,324	\$400	\$4,724	Minor correction to dues/memberships
111-3501-00-3190	COMMUNICATIONS	\$72,000	\$34,500	\$106,500	Other departments had decreases but PD needed increase
111-3501-00-3250	GENERAL INSURANCE	\$142,300	\$45,000	\$187,300	General insurance affected by windstorm and liability increase
111-3501-18-1001	SALARIES	\$343,027	(\$8,675)	\$334,352	AC had leftover salary with a position open part of the year
111-3501-18-1005	OVERTIME	\$13,500	\$1,600	\$15,100	Overtime had to increase because not fully staffed
111-3501-18-1006	LONGEVITY	\$4,191	\$100	\$4,291	Minor change to longevity
111-3501-18-2125	GENERAL SUPPLIES	\$7,650	\$425	\$8,075	Minor change to supplies
111-3501-18-2175	JANITORIAL SUPPLIES	\$12,000	\$1,550	\$13,550	Large purchase of air freshener at end of year
111-3501-18-2200	CONSUMABLES	\$7,000	\$100	\$7,100	Minor change to consumables
111-3501-18-2225	MEDICAL SUPPLIES	\$26,444	\$4,250	\$30,694	Increased number of animals needing vet treatments
111-3501-18-3100	CONTRACT SERVICES	\$4,700	\$100	\$4,800	Minor change to contract services
111-3501-18-3190	COMMUNICATIONS	\$3,310	\$100	\$3,410	Minor change to communications
111-3501-18-3230	ADVERTISING	\$3,200	\$450	\$3,650	Increase in Facebook advertising

Account	Name	Budget	Add/Sub	Amended	Description
111-3502-00-1001	SALARIES	\$395,686	(\$50,000)	\$345,686	Full time positions were not fully staffed during year
111-3502-00-1005	OVERTIME	\$7,200	\$6,600	\$13,800	Overtime increases as salaries decrease when positions not filled
111-3502-00-1016	CERTIFICATION/EDUCATION	\$1,500	\$300	\$1,800	Extra certification for VFD
111-3502-00-2250	UNIFORMS/APPAREL	\$85,575	\$24,250	\$109,825	Increase in cost of outfitting fire fighters
111-3502-00-2300	VEHICLE/EQUIP SUPPLIES	\$20,000	\$11,250	\$31,250	Increased need to repair older vehicles
111-3502-00-3100	CONTRACT SERVICES	\$0	\$12,250	\$12,250	New contract for Rosharon FD covering west portion of 1462
111-3502-00-3170	PROFESSIONAL DEVELOPMENT	\$25,000	\$2,000	\$27,000	Additional training for fire department
111-3502-00-3180	DUES/MEMBERSHIPS	\$7,000	\$100	\$7,100	Minor correction for dues
111-3502-00-3190	COMMUNICATIONS	\$50,760	(\$19,250)	\$31,510	Communications decreased for most departments through AT&T
111-3502-00-3250	GENERAL INSURANCE	\$183,037	\$10,750	\$193,787	General insurance affected by windstorm and liability increase
111-3502-00-3272	FIRE/LIFE SAFETY SYSTEMS	\$25,000	\$1,750	\$26,750	Fire system install maintenance went up due to pricing and age of systems
111-5001-11-1001	SALARIES	\$336,022	\$30,250	\$366,272	Engineering/Inspections salaries not allocated properly
111-5001-11-1005	OVERTIME	\$500	\$2,250	\$2,750	Improper allocations caused more overtime in this department
111-5001-11-1006	LONGEVITY	\$1,963	\$600	\$2,563	Increase in longevity as allocation shift changed department expenses
111-5001-11-1009	TMRS EXPENSE - ER	\$60,560	\$5,500	\$66,060	TMRS expense increase corresponds with salaries increase
111-5001-11-1011	FICA EXPENSE - ER	\$26,121	\$2,000	\$28,121	FICA expense increases with salary line item increase
111-5001-11-2100	OFFICE SUPPLIES	\$1,200	\$125	\$1,325	Minor correction to office supplies
111-5001-11-2125	GENERAL SUPPLIES	\$1,000	\$1,150	\$2,150	Code books for inspectors
111-5001-17-1001	SALARIES	\$726,565	(\$63,275)	\$663,290	Engineering/Inspections salaries not allocated properly
111-5001-17-2301	MOTOR VEHICLE FUEL	\$6,000	\$1,300	\$7,300	Fuel cost increases and fluctuation
111-5001-17-3260	MACHINERY/EQUIPMENT MAINT	\$11,000	\$100	\$11,100	Minor correction to maintenance
111-5001-17-7150	XFER TO FAC MAINT FUND 616	\$42,678	\$20,000	\$62,678	Additional savings allowed for larger transfer to Fac Maint
111-7001-00-1001	SALARIES	\$197,755	\$500	\$198,255	Minor correction to salaries
111-7001-00-1005	OVERTIME	\$2,000	\$1,900	\$3,900	Extra overtime needed with addition of Rec Center
111-7001-00-1006	LONGEVITY	\$2,109	\$100	\$2,209	Minor correction to longevity
111-7001-00-2100	OFFICE SUPPLIES	\$2,400	\$500	\$2,900	Minor correction to office supplies
111-7001-00-2250	UNIFORMS/APPAREL	\$2,800	\$350	\$3,150	Minor correction to uniforms
111-7001-00-2301	MOTOR VEHICLE FUEL	\$22,500	\$1,900	\$24,400	Fuel cost increases and fluctuation
111-7001-00-3180	DUES/MEMBERSHIPS	\$3,570	\$1,400	\$4,970	Additional dues/memberships to add certifications
111-7001-00-3290	TECHNOLOGY SERVICES	\$27,007	(\$3,500)	\$23,507	Savings on new software for rec center can be reallocated
111-7001-00-7515	XFER TO VEH REPLACE FUND 612	\$35,223	(\$3,150)	\$32,073	Reallocate savings for transfer that was not needed Q4
111-7001-02-1005	OVERTIME	\$2,000	\$200	\$2,200	Extra overtime as interest in senior programs increases
111-7001-02-1011	FICA EXPENSE - ER	\$7,157	\$700	\$7,857	FICA expense increases with salaries/overtime
111-7001-02-2100	OFFICE SUPPLIES	\$1,000	\$100	\$1,100	Minor correction to office supplies
111-7001-02-2250	UNIFORMS/APPAREL	\$300	\$100	\$400	Minor correction to uniforms
111-7001-02-3100	CONTRACT SERVICES	\$6,500	(\$1,100)	\$5,400	Fewer catered events for the seniors
111-7001-03-1001	SALARIES	\$323,805	(\$80,600)	\$243,205	Full time staff had some openings during the year causing savings
111-7001-03-1005	OVERTIME	\$4,000	\$16,500	\$20,500	Overtime for covering staff and part-time help when Rec Center opened
111-7001-03-1006	LONGEVITY	\$2,086	\$200	\$2,286	Small correction to longevity
111-7001-03-1007	SEASONAL/PART TIME	\$185,171	\$57,250	\$242,421	Increase in need for help at Rec Center during Summer and afterwards
111-7001-03-2125	GENERAL SUPPLIES	\$5,400	\$4,750	\$10,150	More people and more citizens require more expenses for supplies
111-7001-03-2275	PROGRAM SUPPLIES	\$35,000	\$1,500	\$36,500	More programs as Rec Center opened
111-7001-03-2350	SAFETY EQUIPMENT	\$1,000	\$400	\$1,400	Extra safety equipment for all new hires full and part time

Account	Name	Budget	Add/Sub	Amended	Description
121 - HOTEL/MOTEL TAX FUND					
Expense					
121-1006-14-1001	SALARIES	\$67,944	\$600	\$68,544	Minor correction to salaries
121-1006-14-1009	TMRS EXPENSE - ER	\$12,875	\$200	\$13,075	Increased salaries comes with increased TMRS expenses
121-1006-14-1011	FICA EXPENSE - ER	\$5,560	\$100	\$5,660	Increased FICA to go with increased salaries
121-1006-14-1017	EQUIPMENT ALLOWANCE	\$780	\$100	\$880	Increased phone allowance
121-1006-14-2180	TOUR DE BRAZ	\$36,140	\$4,750	\$40,890	Increased expenses to event as it grows
121-1006-14-2580	HARDWARE/SOFTWARE - COMP	\$18,000	(\$15,975)	\$2,025	Gov OS platform renewal not as expensive
121-1006-14-3173	SPECIAL EVENTS	\$4,000	\$325	\$4,325	Minor change to special events
121-1006-14-3180	DUES/MEMBERSHIPS	\$4,380	\$2,000	\$6,380	Additional memberships as CVB expands
121-1006-14-3225	PROMOTIONAL/MARKETING	\$45,350	\$800	\$46,150	Minor correction to marketing
121-1006-14-3226	PROMOTIONAL ITEMS	\$4,500	\$850	\$5,350	Extra spending in promotional items to increase brand recognition
121-1006-14-3228	GRANTS	\$40,000	\$6,250	\$46,250	Additional grants offered to organizations
123 - SPECIAL INVESTIGATIONS FUND					
Revenue					
123-406512	XFER FROM DONATION FUND 512	\$0	(\$48,450)	(\$48,450)	Extra income received after audit of donation fund showed extra funds
Expense					
123-3501-07-2125	GENERAL SUPPLIES	\$5,000	\$23,000	\$28,000	Extra funds from donation transfer were used increasing expenses
123-3501-08-3170	PROFESSIONAL DEVELOPMENT	\$3,500	\$5,000	\$8,500	Extra funds from donation transfer were used increasing expenses
123-3501-09-2125	GENERAL SUPPLIES	\$5,000	\$1,700	\$6,700	Extra funds from donation transfer were used increasing expenses
123-3501-11-2125	GENERAL SUPPLIES - DONATIONS	\$0	\$18,750	\$18,750	Extra funds from donation transfer were used increasing expenses
126 - FIRE CAPITAL PROJECTS FUND					
Expense					
126-3502-00-5001	DEBT - PRINCIPAL PAYMENT	\$32,000	\$200	\$32,200	Fire lease schedule provided not correctly distributed
126-3502-00-5002	DEBT - INTEREST PAYMENT	\$7,000	(\$200)	\$6,800	Fire lease schedule provided not correctly distributed
127 - TREE PRESERVATION FUND					
Revenue					
127-409144	TREE PRESERVATION REVENUE	(\$15,000)	(\$55,500)	(\$70,500)	Extra revenue recognized by developers contributing
Expense					
127-7001-00-2450	BOTANY SUPPLIES	\$15,000	\$55,500	\$70,500	Extra revenue spent on botany supplies
128 - MUNICIPAL COURT TRUANCY PREVENTION FUND					
Revenue					
128-403030	JUVENILE CASE MANAGER FEES	(\$12,000)	(\$7,325)	(\$19,325)	Case manager fee revenue increased to offset increases to expenses
Expense					
128-2502-00-1001	SALARIES	\$18,156	\$150	\$18,306	Minor increase to half of salary paid by Truancy Fund
128-2502-00-1009	TMRS EXPENSE - ER	\$3,102	\$175	\$3,277	Minor increase to half of TMRS paid by Truancy Fund
128-2502-00-1252	GROUP HEALTH INSURANCE	\$0	\$7,000	\$7,000	Health insurance not split as all other items when budgeted

Account	Name	Budget	Add/Sub	Amended	Description
130 - PUBLIC EDUC & GOVT (PEG) FUND					
Revenue					
130-404000	INTEREST INCOME	(\$350)	(\$4,000)	(\$4,350)	Increased interest revenue to offset expenses
Expense					
130-1001-00-4150	MACHINERY/EQUIPMENT	\$0	\$4,000	\$4,000	PEG funds not often spent so usually not budgeted
209 - UTILITY DEBT OBLIGATION FUND					
Expense					
209-4002-00-5002	DEBT - INTEREST PAYMENT	\$3,469,506	(\$500)	\$3,469,006	Minor correction to interest to cover agent fees expense
209-4002-00-5003	AGENT FEES	\$1,500	\$500	\$2,000	Additional agent fees on recent bonds
210 - IMPACT FEES FUND					
Revenue					
210-401503	IMPACT FEE REVENUE	(\$1,000,000)	(\$163,500)	(\$1,163,500)	Impact Fee revenue greater than budgeted amount offsets project expense
Expense					
210-6001-00-9082	WATER PLANT 4 TANK REPLACE	\$0	\$163,500	\$163,500	Project work created unbudgeted expenses
211 - UTILITY OPERATING FUND					
Revenue					
211-402160	Water Revenue	(\$6,764,650)	(\$383,075)	(\$7,147,725)	Increased water revenue above budget offsets expenses in depts 6003, 6005,9002
Expense					
211-6003-00-1001	SALARIES	\$235,238	\$1,700	\$236,938	Small increase over budget as department had low turnover
211-6003-00-1005	OVERTIME	\$12,000	\$13,000	\$25,000	Overtime increased with rain events and extra plant support needed
211-6003-00-1009	TMRS EXPENSE - ER	\$45,032	\$2,500	\$47,532	TMRS expense increases as salaries and overtime increase
211-6003-00-2301	MOTOR VEHICLE FUEL	\$10,000	\$1,500	\$11,500	Fuel cost increases and fluctuation
211-6003-00-2425	CHEMICALS/INSECTICIDES	\$99,500	\$87,000	\$186,500	Budgeted amount should be higher but costs were outlier year
211-6003-00-2525	W/S MACHINERY & EQUIP	\$3,000	\$1,250	\$4,250	Increased expense as more equipment needed maintenance
211-6003-00-3100	CONTRACT SERVICES	\$2,500	\$2,350	\$4,850	Aeration basin maintenance added to contract services
211-6003-00-3170	PROFESSIONAL DEVELOPMENT	\$2,500	\$500	\$3,000	More training for treatment plant operators
211-6003-00-3180	DUES/MEMBERSHIPS	\$500	\$100	\$600	Extra membership for plant workers with certifications to keep up
211-6003-00-3480	LAB TESTING FEES	\$21,500	\$4,500	\$26,000	Lab testing frequency and pricing continues to rise
211-6003-00-3500	SLUDGE DISPOSAL	\$90,000	\$43,000	\$133,000	Prices increased drastically as budget amount was historically correct
211-6003-00-7515	XFER TO VEH REPLACE FUND 612	\$10,376	\$200	\$10,576	Small increase over budget to transfer to Veh Replace Fund
211-6005-00-2250	UNIFORMS/APPAREL	\$800	\$150	\$950	Minor correction to uniforms
211-6005-00-2475	WATER METERS & PARTS	\$100,000	\$26,250	\$126,250	Meter expenses will continue to grow as City continues to add people
211-6005-00-7515	XFER TO VEH REPLACE FUND 612	\$3,569	\$75	\$3,644	Minor correction to amount transferred to Veh Replace Fund
211-9002-00-3103	MERCHANT CREDIT CARD FEES	\$95,352	\$171,000	\$266,352	Higher CC use brings more fee revenue and expense as this is a pass-through charge
211-9002-00-3250	GENERAL INSURANCE	\$156,102	\$28,000	\$184,102	General insurance affected by windstorm and liability increase

Account	Name	Budget	Add/Sub	Amended	Description
211-6001-00-1001	SALARIES	\$432,648	(\$40,000)	\$392,648	Water and sewer maintenance techs interchanged causing budget differences
211-6001-00-1005	OVERTIME	\$45,000	\$17,750	\$62,750	Overtime needed for work when crew was not complete
211-6001-00-2301	MOTOR VEHICLE FUEL	\$22,500	\$7,500	\$30,000	Fuel cost increases and fluctuation
211-6001-00-2425	CHEMICALS/INSECTICIDES	\$85,000	\$30,250	\$115,250	Budget amount should go up as prices continue to increase
211-6001-00-2500	W/S MAIN REPAIR SUPPLIES	\$100,000	(\$11,000)	\$89,000	Supplies and maintenance saved money as equipment needed few repairs
211-6001-00-2525	W/S MACHINERY & EQUIP	\$12,500	\$5,250	\$17,750	Over budget in water but under budget in sewer
211-6001-00-3260	MACHINERY/EQUIPMENT MAINT	\$67,000	(\$18,000)	\$49,000	Supplies and maintenance saved money as equipment needed few repairs
211-6001-00-3320	UNIFORM/MAT RENTAL	\$2,000	\$500	\$2,500	Increase in uniforms for turnover in department
211-6001-00-3480	LAB TESTING FEES	\$10,000	\$7,250	\$17,250	Lab testing frequency and pricing continues to rise
211-6001-00-7515	XFER TO VEH REPLACE FUND 612	\$25,937	\$500	\$26,437	Increase to transfer amount to Veh Replace fund
211-6002-00-1001	SALARIES	\$430,042	\$9,250	\$439,292	Water and sewer maintenance techs interchanged causing budget differences
211-6002-00-1005	OVERTIME	\$30,000	\$7,750	\$37,750	Overtime needed for work when crew was not complete
211-6002-00-1006	LONGEVITY	\$2,901	\$125	\$3,026	Minor correction to longevity
211-6002-00-1009	TMRS EXPENSE - ER	\$82,523	\$2,500	\$85,023	TMRS expense increases with salaries and overtime increase
211-6002-00-1011	FICA EXPENSE - ER	\$35,607	\$500	\$36,107	FICA expense increases with salaries and overtime increase
211-6002-00-2301	MOTOR VEHICLE FUEL	\$25,000	(\$4,525)	\$20,475	Fuel costs may have crossed over between water and sewer
211-6002-00-2350	SAFETY EQUIPMENT	\$6,000	(\$4,000)	\$2,000	Usually bulk items ordered and few items needed during fiscal year
211-6002-00-2425	CHEMICALS/INSECTICIDES	\$10,000	(\$4,000)	\$6,000	Chemicals/insecticides over budget in most other departments
211-6002-00-2525	W/S MACHINERY & EQUIP	\$53,000	(\$10,000)	\$43,000	Small savings in sewer but over budget in water
211-6002-00-3180	DUES/MEMBERSHIPS	\$600	\$650	\$1,250	Extra membership for sewer licenses
211-6002-00-3190	COMMUNICATIONS	\$12,024	(\$3,500)	\$8,524	Non emergency service departments decreased communication expenses
211-6002-00-7150	XFER TO FAC MAINT FUND 616	\$265,288	\$5,000	\$270,288	Addition to transfer to assist Fac Maint Fund
211-6002-00-7515	XFER TO VEH REPLACE FUND 612	\$18,066	\$250	\$18,316	Small addition to transfer to Veh Replace Fund
211-6004-00-1005	OVERTIME	\$2,000	(\$875)	\$1,125	Not all overtime used as temporary help filled in
211-6004-00-1011	FICA EXPENSE - ER	\$20,859	(\$1,250)	\$19,609	FICA expense lowers when salaries and overtime are low
211-6004-00-1017	EQUIPMENT ALLOWANCE	\$540	\$200	\$740	Additional stipend added for admin staff
211-6004-00-2100	OFFICE SUPPLIES	\$3,000	\$500	\$3,500	Increased office supplies offset by decreased program supplies
211-6004-00-2225	MEDICAL SUPPLIES	\$500	\$50	\$550	Minor correction to medical supplies
211-6004-00-2275	PROGRAM SUPPLIES	\$2,500	(\$1,500)	\$1,000	Increased office supplies offset by decreased program supplies
211-6004-00-3100	CONTRACT SERVICES	\$0	\$5,750	\$5,750	Temporary employee not budgeted
211-6004-00-3170	PROFESSIONAL DEVELOPMENT	\$3,000	(\$800)	\$2,200	Small variance due to missing a training opportunity
211-6004-00-3180	DUES/MEMBERSHIPS	\$500	\$125	\$625	Extra membership for admin staff
211-6004-00-3190	COMMUNICATIONS	\$9,156	(\$2,200)	\$6,956	Non emergency service departments decreased communication expenses
211-6006-00-3260	MACHINERY/EQUIPMENT MAINT	\$8,200	(\$50)	\$8,150	Minor correction to maintenance
211-6006-00-3320	UNIFORM/MAT RENTAL	\$900	\$50	\$950	Minor correction to uniform/mat rental
211-6007-00-1001	SALARIES	\$18,867	(\$1,275)	\$17,592	Code enforcement not filled for full year
211-6007-00-2301	MOTOR VEHICLE FUEL	\$3,600	\$500	\$4,100	Fuel cost increases and fluctuation
211-6007-00-3100	CONTRACT SERVICES	\$12,250	\$425	\$12,675	Increased mowing for code enforcement
211-6007-00-3170	PROFESSIONAL DEVELOPMENT	\$2,000	\$200	\$2,200	More training for newer code enforcement staff
211-6007-00-3190	COMMUNICATIONS	\$6,960	(\$3,000)	\$3,960	Non emergency service departments decreased communication expenses
211-6007-00-3210	POSTAGE/FREIGHT	\$3,000	\$2,500	\$5,500	Postage increase as more notices are sent out for infractions
211-6007-00-3220	PRINTING SERVICES	\$450	\$500	\$950	Increased need for door hangers
211-6007-00-7515	XFER TO VEH REPLACE FUND 612	\$9,453	\$150	\$9,603	Minor addition to amount transferred to Veh Replace Fund

Account	Name	Budget	Add/Sub	Amended	Description
212 - SANITATION FUND					
Expense					
212-6501-00-3100	CONTRACT SERVICES	\$9,500	(\$7,500)	\$2,000	Money saved on contract services used for beautification
212-6501-00-3380	BEAUTIFICATION	\$3,000	\$7,500	\$10,500	Money saved on contract services used for beautification
212-6501-00-3440	COLLECTION SERVICE	\$3,172,038	\$3,250	\$3,175,288	Small collection service overage
212-6501-00-7105	XFER TO UTILITIES FUND 211	\$100,000	(\$3,250)	\$96,750	Transfer not needed for Q4 to be allocated for small collections service overage
213 - EMS FUND					
Revenue					
213-402070	Emergency Services District	(\$420,000)	(\$18,750)	(\$438,750)	Increased revenue over budgeted amount recognized to offset expenses
213-402100	Medicaid	(\$28,000)	(\$105,000)	(\$133,000)	Increased revenue over budgeted amount recognized to offset expenses
213-402105	Medicare	(\$600,000)	(\$110,000)	(\$710,000)	Increased revenue over budgeted amount recognized to offset expenses
Expense					
213-3503-00-1001	SALARIES	\$876,623	\$41,000	\$917,623	Salary items over budget as EMS works more than standard 2080 yearly hours
213-3503-00-1005	OVERTIME	\$350,000	\$78,250	\$428,250	Overtime needed to cover shifts
213-3503-00-1007	SEASONAL/PART TIME	\$160,000	\$96,500	\$256,500	Part time help needed to cover increasing number of shifts as growth continues
213-3503-00-1011	FICA EXPENSE - ER	\$103,991	\$16,750	\$120,741	Increased amounts with salaries increase
213-3503-00-1252	GROUP HEALTH INSURANCE	\$283,195	\$18,000	\$301,195	Increased amounts with salaries increase
213-3503-00-2100	OFFICE SUPPLIES	\$5,000	(\$1,450)	\$3,550	Savings on office supplies to cover general supplies
213-3503-00-2125	GENERAL SUPPLIES	\$4,500	\$1,900	\$6,400	General supplies higher but may be interchangeable with office supplies
213-3503-00-2225	MEDICAL SUPPLIES	\$150,520	(\$40,500)	\$110,020	Savings on medical supplies for ambulances reallocated
213-3503-00-2250	UNIFORMS/APPAREL	\$9,980	\$1,000	\$10,980	Increase in pricing on uniforms for first responders
213-3503-00-2300	VEHICLE/EQUIP SUPPLIES	\$1,000	\$100	\$1,100	Minor correction to veh/equip supplies
213-3503-00-2301	MOTOR VEHICLE FUEL	\$55,000	\$11,050	\$66,050	Fuel cost increases and fluctuation
213-3503-00-3100	CONTRACT SERVICES - R1	\$67,500	\$31,500	\$99,000	Service fees increased from billing company
213-3503-00-3103	MERCHANT CREDIT CARD FEES	\$300	\$600	\$900	Terminal for payments added during the year
213-3503-00-3104	BANK FEES	\$0	\$5,500	\$5,500	Billing company charging fees on CC payments
213-3503-00-3170	PROFESSIONAL DEVELOPMENT	\$6,600	\$2,450	\$9,050	Additional training for staff
213-3503-00-3190	COMMUNICATIONS	\$14,628	\$2,300	\$16,928	Communications rose for first responders
213-3503-00-3210	POSTAGE/FREIGHT	\$0	\$50	\$50	Minor correction to postage
213-3503-00-3250	GENERAL INSURANCE	\$89,400	\$52,500	\$141,900	General insurance affected by windstorm and liability increase
213-3503-00-3260	MACHINERY/EQUIPMENT MAINT	\$32,000	(\$14,000)	\$18,000	Savings on machinery/equipment working properly
213-3503-00-7100	XFER TO GENERAL FUND 111	\$75,000	(\$18,750)	\$56,250	Q4 transfer not needed so funds can be allocated in department
213-3503-00-7150	XFER TO FAC MAINT FUND 616	\$45,219	(\$11,000)	\$34,219	Q4 transfer not needed so funds can be allocated in department
213-3503-00-7505	XFER TO IT MAINT FUND 613	\$77,805	(\$19,250)	\$58,555	Q4 transfer not needed so funds can be allocated in department
213-3503-00-7510	XFER TO VEH MAINT FUND 611	\$63,165	(\$15,750)	\$47,415	Q4 transfer not needed so funds can be allocated in department
213-3503-00-7515	XFER TO VEH REPLACE FUND 612	\$20,054	(\$5,000)	\$15,054	Q4 transfer not needed so funds can be allocated in department
220 - UTILITY PROJECTS FUND					
Revenue					
220-401010	GRANT PROCEEDS	\$0	(\$144,000)	(\$144,000)	Grant revenue recognized to pay for generators
Expense					
220-6001-00-3100	Fire Hyd Conn/Lead Study/Well#6/Backflow	\$265,000	(\$5,500)	\$259,500	Project saved money by not needing alt
220-6002-00-4150	MACHINERY/EQUIPMENT	\$107,000	\$3,500	\$110,500	SCADA panel more expensive than budgeted
220-6002-00-9058	GENERATORS - GLO GRANT	\$0	\$146,000	\$146,000	Generators not budgeted because paid for by grant

Account	Name	Budget	Add/Sub	Amended	Description
309 - GENERAL REVENUE FUND					
Revenue					
309-409075	MISC INCOME	\$0	(\$3,500)	(\$3,500)	Unexpected misc income recognized to offset extra expenses
Expense					
309-9001-00-3100	CONTRACT SERVICES	\$0	\$3,500	\$3,500	Legal fees charged for development project
311 - GENERAL CAPITAL PROJECTS FUND					
Expense					
311-1002-00-9162	THE CABOOSE	\$0	\$10,000	\$10,000	New project wanted by Council
311-1005-00-3100	Downtown Master Plan/Comp Plan	\$220,000	(\$127,015)	\$92,985	Comp plan savings to be used to offset expenses on other projects
311-3501-00-4100	BUILDINGS/PROPERTY	\$0	\$14,000	\$14,000	Sprinkler system repair at PD
311-7001-00-3260	Morgan Park Storage/Splash Pad	\$0	\$12,750	\$12,750	Engineering/constructions on projects
311-7001-00-4250	MOTOR VEHICLES	\$0	\$18,500	\$18,500	Unbudgeted purchase of mower as old one no longer useable
311-7002-00-4100	BUILDINGS/PROPERTY	\$0	\$71,765	\$71,765	Second half of Porte-Chachere payment budgeted previous year
312 - SALES TAX FUND					
Expense					
312-5501-00-1001	SALARIES	\$1,014,465	(\$260,000)	\$754,465	Several positions not filled throughout the year
312-5501-00-1005	OVERTIME	\$7,500	\$12,500	\$20,000	Overtime needed when short-staffed
312-5501-00-1009	TMRS EXPENSE - ER	\$182,464	(\$45,000)	\$137,464	TMRS expenses down as positions are not filled through the year
312-5501-00-1011	FICA EXPENSE - ER	\$78,727	(\$22,000)	\$56,727	FICA expense decreases with salaries
312-5501-00-1252	GROUP HEALTH INSURANCE	\$394,517	(\$95,000)	\$299,517	Health insurance down as full-time employee positions not filled
312-5501-00-2375	STREET/BRIDGE SUPPLIES	\$120,000	(\$33,000)	\$87,000	Work dictates the amount of supplies and less bridge/street work done
312-5501-00-2425	CHEMICALS/INSECTICIDES	\$15,000	\$500	\$15,500	Minor correction to chemicals
312-5501-00-2600	SIGNS/MARKERS	\$45,000	(\$15,000)	\$30,000	Budgeted at previous year high mark instead of historical value
312-5501-00-3100	CONTRACT SERVICES	\$14,000	\$4,750	\$18,750	Addition of Braz Co Interlocal
312-5501-00-3250	GENERAL INSURANCE	\$29,520	\$56,000	\$85,520	General insurance affected by windstorm and liability increase
312-5501-00-3293	GIS Mapping	\$15,850	\$1,800	\$17,650	Additional services needed as City has GIS open position
312-5501-00-3410	CONCRETE PAVING/SIDEWALKS	\$250,000	\$62,000	\$312,000	Increased costs during year when compared to historical values
312-5501-00-3420	Right Of Way Maintenance	\$110,000	\$23,250	\$133,250	Increased debris removal during the year
312-5501-00-4150	MACHINERY/EQUIPMENT	\$0	\$105,500	\$105,500	Tractor/loader purchased
312-5501-00-4250	MOTOR VEHICLES	\$0	\$36,500	\$36,500	Purchase of unbudgeted excavator (previous year)
312-5501-00-7150	XFER TO FAC MAINT FUND 616	\$442,713	\$23,000	\$465,713	Increased amounts to transfer to Fac Maint Fund
312-5501-00-7515	XFER TO VEH REPLACE FUND 612	\$20,084	\$145,500	\$165,584	Increased amounts to transfer to Veh Replace Fund
312-5501-00-9024	Asphalt Pavement Project - 2023	\$0	\$26,500	\$26,500	Project work done as year changed over
312-5501-00-9025	Asphalt Pavement Project - 2024	\$1,500,000	(\$26,500)	\$1,473,500	Project work done as year changed over
312-5501-00-9030	Concrete/Drainage Project- 2023	\$0	\$536,500	\$536,500	Project work done as year changed over
312-5501-00-9031	Concrete/Drainage Project- 2024	\$8,000,000	(\$537,800)	\$7,462,200	Project work done as year changed over
312-6007-00-1001	SALARIES	\$19,263	\$100	\$19,363	Minor correction to salaries
312-6007-00-1006	LONGEVITY	\$1,668	(\$100)	\$1,568	Minor correction to longevity
511 - CEMETERY FUND					
Expense					
511-1007-00-3103	MERCHANT CREDIT CARD FEES	\$0	\$1,050	\$1,050	Additional terminal for CC Payments
511-1007-00-7505	XFER TO IT MAINT FUND 613	\$13,338	(\$1,050)	\$12,288	Reallocate funds not needed for transfer in Q4

Account	Name	Budget	Add/Sub	Amended	Description
513 - SENIOR FUND					
Revenue					
513-409532	Donations - INEOS	\$0	(\$9,350)	(\$9,350)	Donation revenue increased to offset expenses
Expense					
513-7001-02-2278	Senior Activity Supplies	\$6,000	\$9,250	\$15,250	Greater involvement with senior activities after Rec Center opened
513-7001-02-3103	MERCHANT CREDIT CARD FEES	\$0	\$100	\$100	Additional terminal for credit card collections
611 - FLEET MAINTENANCE FUND					
Revenue					
611-409000	INSURANCE CLAIM RECOVERY	(\$20,000)	(\$110,000)	(\$130,000)	Extra revenue from additional insurance claims
Expense					
611-8001-00-1005	OVERTIME	\$3,500	\$500	\$4,000	Additional overtime needed for increased fleet maintenance
611-8001-00-1011	FICA EXPENSE - ER	\$12,939	(\$1,000)	\$11,939	FICA expense did not reach historically budgeted mark
611-8001-00-1017	EQUIPMENT ALLOWANCE	\$3,012	(\$1,250)	\$1,762	Equipment stipends were budgeted higher
611-8001-00-1252	GROUP HEALTH INSURANCE	\$54,352	\$350	\$54,702	Minor change to group health insurance
611-8001-00-2300	VEHICLE/EQUIP SUPPLIES	\$180,000	(\$9,000)	\$171,000	Savings on supplies to be used on other items in department
611-8001-00-2550	WELDING SUPPLIES	\$2,000	(\$1,600)	\$400	Welding supplies not needed as much as historically budgeted
611-8001-00-3100	CONTRACT SERVICES	\$7,000	\$4,750	\$11,750	Increased maintenance costs through Enterprise Fleet
611-8001-00-3190	COMMUNICATIONS	\$11,436	(\$7,000)	\$4,436	Savings on communications through AT&T
611-8001-00-3250	GENERAL INSURANCE	\$70,574	(\$47,750)	\$22,824	General insurance was lower as fund deals with cars instead of property
611-8001-00-3260	MACHINERY/EQUIPMENT MAINT	\$10,500	(\$5,000)	\$5,500	Savings in maintenance usually results from a lucky year with fewer issues
611-8001-00-3262	Radio Airtime	\$120,000	\$87,750	\$207,750	Radio airtime increased but should come down as many frequencies not used any longer
611-8001-00-3510	VEHICLE REPAIRS	\$192,000	\$102,000	\$294,000	Machine/Equip maintenance saved but repairs were very unlucky and rose
611-8001-00-7150	XFER TO FAC MAINT FUND 616	\$52,261	(\$12,750)	\$39,511	Saved on transfer for Q4 so using on over budget items in dept
613 - IT MAINTENANCE FUND					
Expense					
613-2505-00-1001	SALARIES	\$314,925	(\$14,000)	\$300,925	Extra help not all hired on October 1 leads to lapsed salaries
613-2505-00-1009	TMRS EXPENSE - ER	\$57,387	(\$1,275)	\$56,112	TMRS decrease along with salaries decrease
613-2505-00-1017	EQUIPMENT ALLOWANCE	\$780	\$600	\$1,380	Extra phone allowance for new employees
613-2505-00-1018	AUTO ALLOWANCE	\$4,100	\$275	\$4,375	Auto allowance for new employee
613-2505-00-1252	GROUP HEALTH INSURANCE	\$43,089	\$32,250	\$75,339	Insurance not properly budgeted to deal with addition of several new hires
613-2505-00-2100	OFFICE SUPPLIES	\$500	\$50	\$550	Minor correction to office supplies
613-2505-00-2125	GENERAL SUPPLIES	\$12,994	\$100	\$13,094	Minor correction to general supplies
613-2505-00-3100	CONTRACT SERVICES	\$69,620	(\$18,000)	\$51,620	Contract services decrease due to departments paying for software
614 - COMPUTER REPLACEMENT FUND					
Revenue					
614-404000	Interest Income	(\$10,800)	(\$1,500)	(\$12,300)	Extra income revenue recognized to offset spending in general supplies
Expense					
614-2506-00-2125	GENERAL SUPPLIES	\$10,000	\$1,500	\$11,500	Extra spending for computer equipment and replacement parts

Account	Name	Budget	Add/Sub	Amended	Description
616 - FACILITY MAINTENANCE FUND					
Revenue					
616-406111	XFER FROM GENERAL FUND 111	(\$875,649)	(\$45,000)	(\$920,649)	Additional transfer amounts from General Fund to cover excess expenses
616-406211	XFER FROM UTILITIES FUND 211	(\$1,305,219)	(\$5,000)	(\$1,310,219)	Additional transfer amounts from Utilities Fund to cover excess expenses
616-406312	XFER FROM SALES TAX FUND 312	(\$506,730)	(\$22,700)	(\$529,430)	Additional transfer amounts from Sales Tax Fund to cover excess expenses
Expense					
616-8003-00-1001	SALARIES	\$342,502	\$3,000	\$345,502	No turnover so slightly over budget
616-8003-00-1005	OVERTIME	\$21,000	(\$6,000)	\$15,000	Savings on overtime with full roster of full time help
616-8003-00-1007	SEASONAL/PART TIME	\$31,824	(\$4,000)	\$27,824	Part time not needed to supplement full time help as much
616-8003-00-1252	GROUP HEALTH INSURANCE	\$101,887	(\$6,000)	\$95,887	Health insurance lower than budget target
616-8003-00-2125	GENERAL SUPPLIES	\$128,500	(\$9,000)	\$119,500	Savings on general supplies to be used on other line items
616-8003-00-2175	JANITORIAL SUPPLIES	\$1,500	\$250	\$1,750	Minor increase in janitorial supplies
616-8003-00-2300	VEHICLE/EQUIP SUPPLIES	\$3,800	\$925	\$4,725	Minor increase in supplies
616-8003-00-2350	SAFETY EQUIPMENT	\$3,500	(\$2,975)	\$525	Budget amount is historically accurate, but saved this year on safety equipment
616-8003-00-2425	CHEMICALS/INSECTICIDES	\$39,000	(\$7,000)	\$32,000	Chemicals/insecticides used more in other departments
616-8003-00-2450	BOTANY SUPPLIES	\$35,000	(\$30,000)	\$5,000	Botany supplies paid for in other funds
616-8003-00-3200	UTILITIES	\$1,019,000	\$115,500	\$1,134,500	Gas/electricity/water increases for all City locations
616-8003-00-3260	MACHINERY/EQUIPMENT MAINT	\$230,964	\$179,000	\$409,964	Savings on maintenance used to purchase machinery to continue savings
616-8003-00-3270	BUILDING/GROUNDS MAINT	\$753,998	(\$147,000)	\$606,998	Savings on maintenance used to purchase machinery to continue savings
616-8003-00-7505	XFER TO IT MAINT FUND 613	\$26,676	(\$6,000)	\$20,676	Money reallocated as transfer out not fully needed
616-8003-00-7515	XFER TO VEH REPLACE FUND 612	\$32,635	(\$8,000)	\$24,635	Money reallocated as transfer out not fully needed



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: Engineering

Contact: Michelle Segovia, City Engineer

Agenda Item: Consider Ordinance 25-C, amending Chapter 35, Corridor Land Use Regulations, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Article III. Property and Land Standards; providing for penalties; providing for severability; and setting forth other provisions related thereto.

Type of Item: Ordinance

Summary: Ordinance 25-C amends Chapter 35, Corridor Land Use Regulations, of the City of Alvin Code of Ordinances by removing Section 35-19(a)(4) Street elevation; building facades; exterior materials. The proposed change is required to make the ordinance compliant with Texas House Bill 2439, codified as Chapter 3000 of the Texas Government Code, which prohibits a City from regulating the use of building materials.

Staff recommends approval of Ordinance 25-C.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☒ N/A ☐

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☒

Date Completed: 1/13/2025 SLH

Finance Review Required: N/A ☒ Required ☐

Date Completed: ☐

Supporting documents attached:

1. Ord 25-C Chapter 35; Corridor Land Use; Amendment redlined
2. Ord 25-C Chapter 35; Corridor Land Use; Amendment clean copy

Recommendation: Move to approve Ordinance 25-C, amending Chapter 35, Corridor Land Use Regulations, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Article III. Property and Land Standards; providing for penalties; providing for severability; and setting forth other provisions related thereto.

Reviewed by Department Head, if applicable: ☒

Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Manager, if applicable: ☒

ORDINANCE NO. 25-C

AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, AMENDING CHAPTER 35, CORRIDOR LAND USE REGULATIONS, OF THE CODE OF ORDINANCES OF THE CITY OF ALVIN, TEXAS, FOR THE PURPOSE OF AMENDING ARTICLE III. PROPERTY AND LAND STANDARDS; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council of the City of Alvin is continually reviewing the provisions of the City Code of Ordinances to ensure that it meets the current needs of the City and that the procedures herein reflect standard practice; and

WHEREAS, the City Council of the City of Alvin desires to promote the health, safety, and general welfare of its citizens;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:

Section 1. That Chapter 35, Corridor Land Use Regulations, of the Code of Ordinances, City of Alvin, Texas, is hereby amended with the language as follows:

Chapter 35 – CORRIDOR LAND USE REGULATIONS

Sec. 35-19. Street elevations; building facades; exterior materials.

- (a) The street elevations, building facades, and exterior materials of buildings in the corridor shall abide by the following standards:
 - (1) Where a building abuts the corridor, to the extent practicable, the front facade shall be oriented to the highway frontage. In the case of a side building facade oriented generally parallel to the highway frontage, the building wall elevation shall form a principal facade.
 - (2) In the case of a building that abuts the frontage of more than one of the roadways of the corridor, a principal facade shall be constructed adjacent to both highway frontages.
 - (3) Long-monotonous facades, including, but not limited to, those characterized by unrelieved repetition of shape or form or by an unbroken extension of planes shall be avoided.
 - (4) ~~Eighty (80) percent of all building facades adjacent to and within public view of the corridor shall be constructed of clay or masonry brick; customized concrete masonry with scored or broken faced brick type units (sealed) with color consistent~~

~~with the design theme; poured in place, tilt up, or pre-cast concrete with a stone textured or coated finish; steel frame structures with glass curtain walls; natural stone; exterior insulation and finish systems (EIFS); or stucco. Non-decorative exposed concrete block buildings are prohibited.~~

- (5) To provide a professional appearance along the corridors, all siding and roof materials seen from ground level must be of earth tone colors as defined in this chapter. Signs and glass are not restricted to color; however, signs are limited to size as defined in chapter 17½. National branding colors are allowed for no more than twenty (20) percent of the structure's visible elevation. Approved colors in all structures built or installed along the corridors must be in one, or a combination of, shade(s) from white to dark of the following palettes:

- Grey
- Brown
- Terracotta
- Green

The building official shall maintain an approved color sample chart that the owner or builder may use to select colors. The approved color sample chart represents the intent of this chapter and may be updated from time to time by the building official, with approval of council. The building official shall have the authority to approve slight variations in color from the color sample chart so long as the colors fall within the approved color palettes.

All nonconforming structures shall be required to comply with this section regulating color:

- a. Within five (5) years of the date of final passage of this chapter; or
- b. Upon repainting of the structure's exterior.

Any request for an extension of time for compliance with this section regulating color shall be considered by council.

- (b) Property maintenance. Property located in the corridor, including all principal and accessory buildings and appurtenances thereto, display and/or storage areas, parking and loading spaces, and open areas, shall be maintained in accordance with this section and all applicable ordinances. The exterior of all structures shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

...

Section 2. That except as amended herein all other provisions of Chapter 35 of the Code of Ordinances, City of Alvin, Texas, shall remain in full force and effect. To the extent of any conflict or inconsistency between the provisions of this Ordinance and any other ordinance, the provisions of this Ordinance shall control.

Section 3. Penalties. Any person, firm, entity or corporation violating any provision of this Ordinance, as it exists or may be amended, shall be guilty of a misdemeanor, and on conviction, shall be fined in an amount not to exceed \$500. Each continuing day's violation shall constitute a separate offence. The City of Alvin retains all legal rights and remedies available to it pursuant to local, state and federal law.

Section 4. Severability. Should any section or part of this Ordinance be held unconstitutional, illegal, invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

Section 5. Incorporation into Code of Ordinances. The provisions of this Ordinance shall be included and incorporated in the Code of Ordinances, City of Alvin, Texas, as an addition, amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

Section 6. Effective Date. This Ordinance shall take effect immediately from and after its passage in accordance with the provisions of Chapter 52 of the Texas Local Government Code and the City of Alvin Charter.

Section 7. Open Meetings Act. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and the public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the *Texas Government Code*. Notice was also provided as required by Chapter 52 of the *Texas Local Government Code* and the *City of Alvin Charter*.

Section 8. Publication. The City Secretary of the City of Alvin is hereby directed to publish this Ordinance, or its caption and penalty clause, in one issue of the official City newspaper as required by the City of Alvin Charter.

PASSED and APPROVED on the 16th day of January 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary

ORDINANCE NO. 25-C

AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, AMENDING CHAPTER 35, CORRIDOR LAND USE REGULATIONS, OF THE CODE OF ORDINANCES OF THE CITY OF ALVIN, TEXAS, FOR THE PURPOSE OF AMENDING ARTICLE III. PROPERTY AND LAND STANDARDS; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council of the City of Alvin is continually reviewing the provisions of the City Code of Ordinances to ensure that it meets the current needs of the City and that the procedures herein reflect standard practice; and

WHEREAS, the City Council of the City of Alvin desires to promote the health, safety, and general welfare of its citizens;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:

Section 1. That Chapter 35, Corridor Land Use Regulations, of the Code of Ordinances, City of Alvin, Texas, is hereby amended with the language as follows:

Chapter 35 – CORRIDOR LAND USE REGULATIONS

Sec. 35-19. Street elevations; building facades; exterior materials.

- (a) The street elevations, building facades, and exterior materials of buildings in the corridor shall abide by the following standards:
 - (1) Where a building abuts the corridor, to the extent practicable, the front facade shall be oriented to the highway frontage. In the case of a side building facade oriented generally parallel to the highway frontage, the building wall elevation shall form a principal facade.
 - (2) In the case of a building that abuts the frontage of more than one of the roadways of the corridor, a principal facade shall be constructed adjacent to both highway frontages.
 - (3) Long-monotonous facades, including, but not limited to, those characterized by unrelieved repetition of shape or form or by an unbroken extension of planes shall be avoided.
 - (4) To provide a professional appearance along the corridors, all siding and roof materials seen from ground level must be of earth tone colors as defined in this chapter. Signs and glass are not restricted to color; however, signs are limited to

size as defined in chapter 17½. National branding colors are allowed for no more than twenty (20) percent of the structure's visible elevation. Approved colors in all structures built or installed along the corridors must be in one, or a combination of, shade(s) from white to dark of the following palettes:

- Grey
- Brown
- Terracotta
- Green

The building official shall maintain an approved color sample chart that the owner or builder may use to select colors. The approved color sample chart represents the intent of this chapter and may be updated from time to time by the building official, with approval of council. The building official shall have the authority to approve slight variations in color from the color sample chart so long as the colors fall within the approved color palettes.

All nonconforming structures shall be required to comply with this section regulating color:

- a. Within five (5) years of the date of final passage of this chapter; or
- b. Upon repainting of the structure's exterior.

Any request for an extension of time for compliance with this section regulating color shall be considered by council.

- (b) Property maintenance. Property located in the corridor, including all principal and accessory buildings and appurtenances thereto, display and/or storage areas, parking and loading spaces, and open areas, shall be maintained in accordance with this section and all applicable ordinances. The exterior of all structures shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare. All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

...

Section 2. That except as amended herein all other provisions of Chapter 35 of the Code of Ordinances, City of Alvin, Texas, shall remain in full force and effect. To the extent of any conflict or inconsistency between the provisions of this Ordinance and any other ordinance, the provisions of this Ordinance shall control.

Section 3. Penalties. Any person, firm, entity or corporation violating any provision of this Ordinance, as it exists or may be amended, shall be guilty of a misdemeanor, and on conviction,

shall be fined in an amount not to exceed \$500. Each continuing day's violation shall constitute a separate offence. The City of Alvin retains all legal rights and remedies available to it pursuant to local, state and federal law.

Section 4. Severability. Should any section or part of this Ordinance be held unconstitutional, illegal, invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

Section 5. Incorporation into Code of Ordinances. The provisions of this Ordinance shall be included and incorporated in the Code of Ordinances, City of Alvin, Texas, as an addition, amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

Section 6. Effective Date. This Ordinance shall take effect immediately from and after its passage in accordance with the provisions of Chapter 52 of the Texas Local Government Code and the City of Alvin Charter.

Section 7. Open Meetings Act. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and the public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the *Texas Government Code*. Notice was also provided as required by Chapter 52 of the *Texas Local Government Code* and the *City of Alvin Charter*.

Section 8. Publication. The City Secretary of the City of Alvin is hereby directed to publish this Ordinance, or its caption and penalty clause, in one issue of the official City newspaper as required by the City of Alvin Charter.

PASSED and APPROVED on the 16th day of January 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: Finance

Contact: Chris Thomas, Director of
Administrative Services

Agenda Item: Acknowledge receipt of the FY 25-Q1 Quarterly Investment Report ending December 31, 2024.

Type of Item: Action Item

Summary: Per the City's investment policy, the investment officer shall provide the governing body with a report detailing the investment activities of the City not less than quarterly. The report provides an overview of the financial health of the City and shows the results of the various investment options used. Commentary and the results of FY24-Q4 investment report are included to provide scope and historical data.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: _____ **Amount:** _____

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☒ Required

Date Completed: 1/13/2025 SLH

Finance Review Required: N/A ☐ Required ☒

Date Completed: _____

Supporting documents attached:

1. Investment Report 2025-Q1

Recommendation: Acknowledge receipt of the FY 25-Q1 Quarterly Investment Report ending December 31, 2024.

Reviewed by Department Head, if applicable: ☐

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Attorney, if applicable: ☒

Reviewed by City Manager, if applicable: ☒

Quarterly Investment Report – City of Alvin Ended December 31, 2024

The City of Alvin has 23 accounts based across five different investment institutions (Wells Fargo, TexSTAR, LOGIC, TEXPOOL, and Texas CLASS). Additionally, the City had an investment in one (1) separate CD during the quarter. The final CD matured during the last month of the quarter. The cash investments for the City as of December 31, 2024, totaled \$136,847,107.94. This represents an increase of \$2,017,241.97 compared to the previous quarter's total. The increase can be attributed to property tax payments which increased during December. Summer projects have been wrapped up and seasonal help does not have as big of an impact during Q1. Most of the City funds (71 percent) are allocated to investment pools which offer better interest yields when compared to other alternatives.

The City uses a benchmark of a 91-day T-Bill to measure the investments of each account. There is a low interest rate and high interest rate used as the target range based on the actual coupon value and discounted coupon value. For the quarter, many of the investment accounts earned more than the higher end of the benchmark range (4.3998% - 4.5103%). Many of the depository accounts do not approach the benchmark. However, the City must use standard banking depositories to pay vendors and transact daily business that investment pools are not designed for, so the lower interest rates cannot be avoided. The investment officers must balance the amounts needed for daily operations with amounts that can be transferred to other higher-yield accounts to earn more interest. The benchmark interest rates fell from the previous quarter to the current. The Federal Reserve Board lowered interest rates and the T-Bill rates lowered faster than the investment pools the City uses. However, the yield for City investments was lower than during the previous quarter and will probably trend downward as the T-Bill rate does to fall closer within the benchmark range.

The Weighted Average Maturity (WAM) for the entire portfolio was one (1) day at the end of the quarter. This value has been trending towards this figure as the City moved away from longer developing maturities of CDs and investment securities. These investments offer little-to-no liquidity and do not offer a substantially higher interest rate to compensate for the committed time of investment. As interest rates decline, the rates offered for CDs and securities does as well. Proper timing can result in a CD locked in for higher yield, but those offering these types of investments adjust for a declining interest market as well, usually with equal or better timing.

The investment staff is monitoring the market and always looking for potential investments that are safe, have a favorable yield, and allow the City to diversify the investment funds. Any investment method the City uses must maintain at least a AAA rating from one rating agency, so the investment staff monitors the current institutions while looking to add other sources. Should any of the institutions fall below that rating level, funds will be reallocated to ensure the safety of the principal.

ACCOUNT NAME	INSTITUTION	FY 24 - Q1 As of 12-31-23	FY 24 - Q2 As of 3-31-24	FY 24 - Q3 As of 6-30-24	FY 24 - Q4 As of 9-30-24	Prev Qtr Change	Investment Avg Rate
Consolidated	Wells Fargo				\$14,670,209.73		
Utility Billing	Wells Fargo				\$17,042,755.44		
TIRZ	Wells Fargo				\$1,116,979.28		
EMS Medicare	Wells Fargo				\$1,114,986.20		
Consolidated	TexSTAR				\$9,166,346.93		
2015 CO Bonds	TexSTAR				\$452,159.20		
2018 Revenue Bonds	TexSTAR				\$90,379.56		
2019 CO Bonds	TexSTAR				\$972,166.70		
2019 Revenue Bonds	TexSTAR				\$30,507.77		
COVID	TexSTAR				\$20,485.61		
2021 Water/Sewer Revenue	TexSTAR				\$4,929,703.77		
Operating	LOGIC				\$1,175,982.87		
2022 WS Rev Bonds	LOGIC				\$16,272,030.42		
Series 2023 WSSR Rev Bonds	LOGIC				\$25,771,825.64		
General Fund	TEXPOOL				\$1,257,829.48		
TIRZ - Kendall Lakes	TEXPOOL				\$1,502,967.65		
General Account	TEXAS CLASS				\$18,053,489.08		
2020 CO - Fund 319	TEXAS CLASS				\$4,265,949.66		
2020 W&S - Fund 238	TEXAS CLASS				\$4,552,760.59		
CRF 2020	TEXAS CLASS				\$3,677.15		
ARP 2021	TEXAS CLASS				\$742,796.83		
2022 W/S Revenue Bonds	TEXAS CLASS				\$8,891,880.80		
2023 CO	TEXAS CLASS				\$731,995.61		
CD (Mature 12/16/24)	FREDDIE MAC				\$2,000,000.00		

Total Cash Investments

\$134,829,865.97

91 Day T-Bill Rate (low)

4.9896%

91 Day T-Bill Rate (High)

5.1222%

The investment portfolio of the City of Alvin is in compliance with the investment strategies expressed in the City's investment policy and relevant provisions of Chapter 2256 of the Local Government Code.

ACCOUNT NAME	INSTITUTION	FY 25 - Q1	FY 25 - Q2	FY 25 - Q3	FY 25 - Q4	Prev Qtr	Investment
		As of 12-31-24	As of 3-31-25	As of 6-30-25	As of 9-30-25	Change	Avg Rate
Consolidated	Wells Fargo	\$16,226,469.50				\$1,556,259.77	0.4796%
Utility Billing	Wells Fargo	\$19,713,418.96				\$2,670,663.52	0.4874%
TIRZ	Wells Fargo	\$1,663,679.62				\$546,700.34	0.4956%
EMS Medicare	Wells Fargo	\$516,975.75				(\$598,010.45)	0.4871%
Consolidated	TexSTAR	\$9,275,731.88				\$109,384.95	4.7157%
2015 CO Bonds	TexSTAR	\$457,554.95				\$5,395.75	4.7157%
2018 Revenue Bonds	TexSTAR	\$91,458.09				\$1,078.53	4.7157%
2019 CO Bonds	TexSTAR	\$983,767.89				\$11,601.19	4.7157%
2019 Revenue Bonds	TexSTAR	\$30,871.83				\$364.06	4.7157%
COVID	TexSTAR	\$20,730.05				\$244.44	4.7153%
2021 Water/Sewer Revenue	TexSTAR	\$4,988,531.51				\$58,827.74	4.7157%
Operating	LOGIC	\$1,190,380.33				\$14,397.46	4.8375%
2022 WS Rev Bonds	LOGIC	\$16,471,247.78				\$199,217.36	4.8375%
Series 2023 WSSR Rev Bonds	LOGIC	\$26,087,348.35				\$315,522.71	4.6922%
General Fund	TEXPOOL	\$1,272,900.52				\$15,071.04	4.7339%
TIRZ - Kendall Lakes	TEXPOOL	\$1,520,975.89				\$18,008.24	4.7339%
General Account	TEXAS CLASS	\$18,276,770.02				\$223,280.94	4.8759%
2020 CO - Fund 319	TEXAS CLASS	\$4,318,709.85				\$52,760.19	4.8759%
2020 W&S - Fund 238	TEXAS CLASS	\$4,609,067.99				\$56,307.40	4.8759%
CRF 2020	TEXAS CLASS	\$3,722.70				\$45.55	4.8835%
ARP 2021	TEXAS CLASS	\$751,983.58				\$9,186.75	4.8759%
2022 W/S Revenue Bonds	TEXAS CLASS	\$5,633,762.15				(\$3,258,118.65)	4.9101%
2023 CO	TEXAS CLASS	\$741,048.75				\$9,053.14	4.8759%
CD (Mature 12/16/24)	FREDDIE MAC	\$2,000,000.00				\$0.00	5.0000%

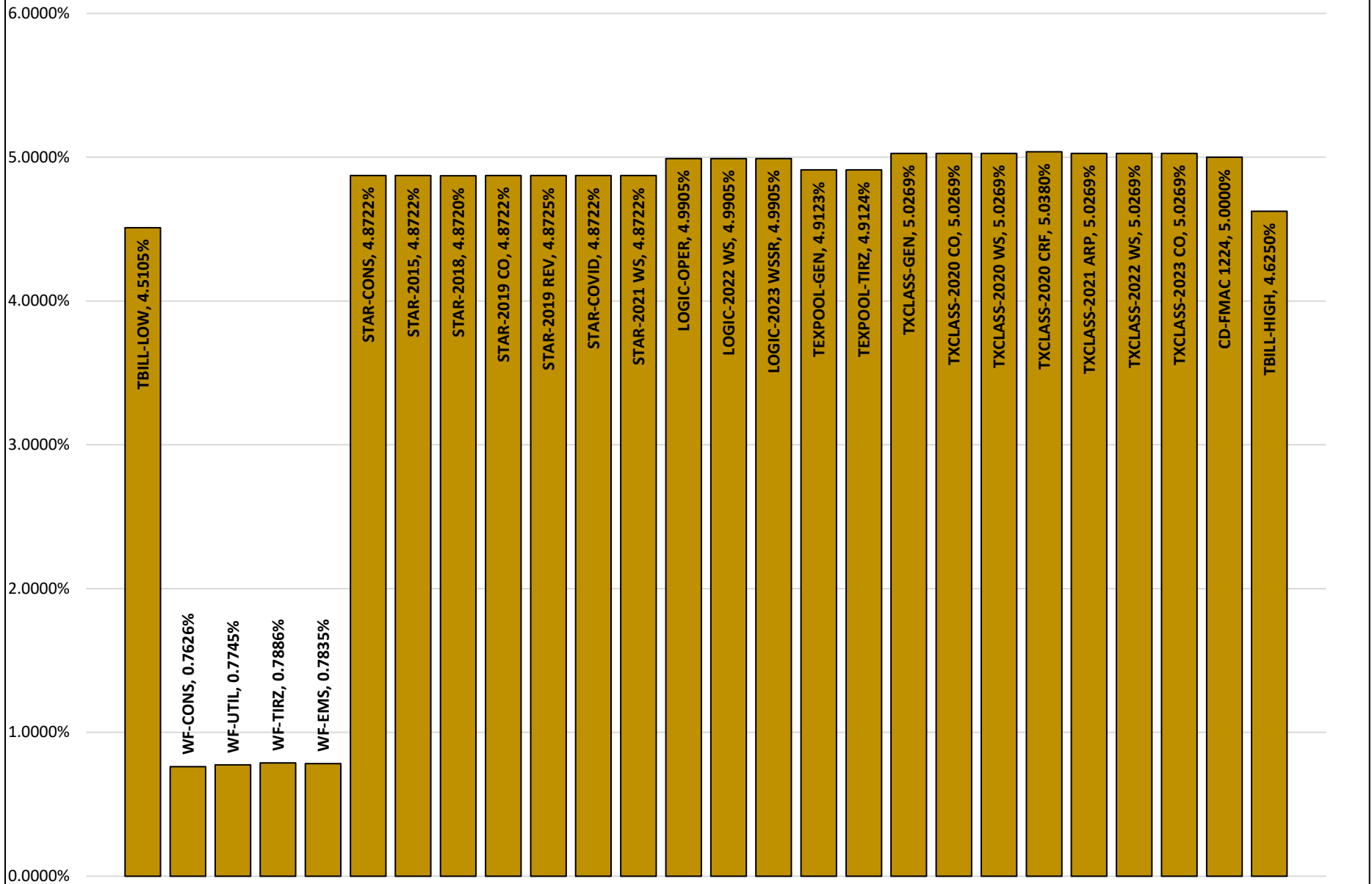
Total Cash Investments **\$136,847,107.94** **\$2,017,241.97**

91 Day T-Bill Rate (low) **4.3998%**

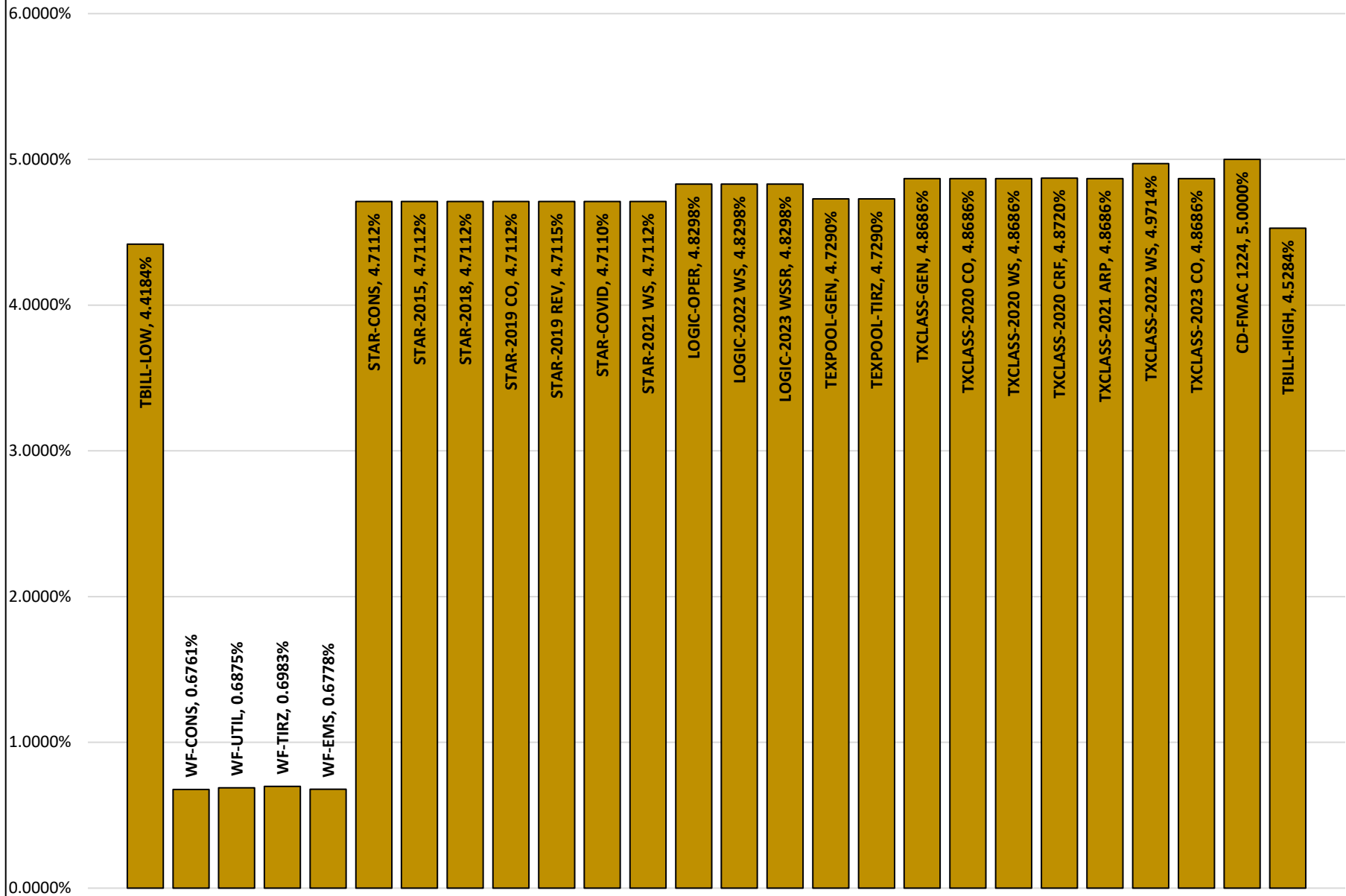
91 Day T-Bill Rate (High) **4.5103%**

The investment portfolio of the City of Alvin is in compliance with the investment strategies expressed in the City's investment policy and relevant provisions of Chapter 2256 of the Local Government Code.

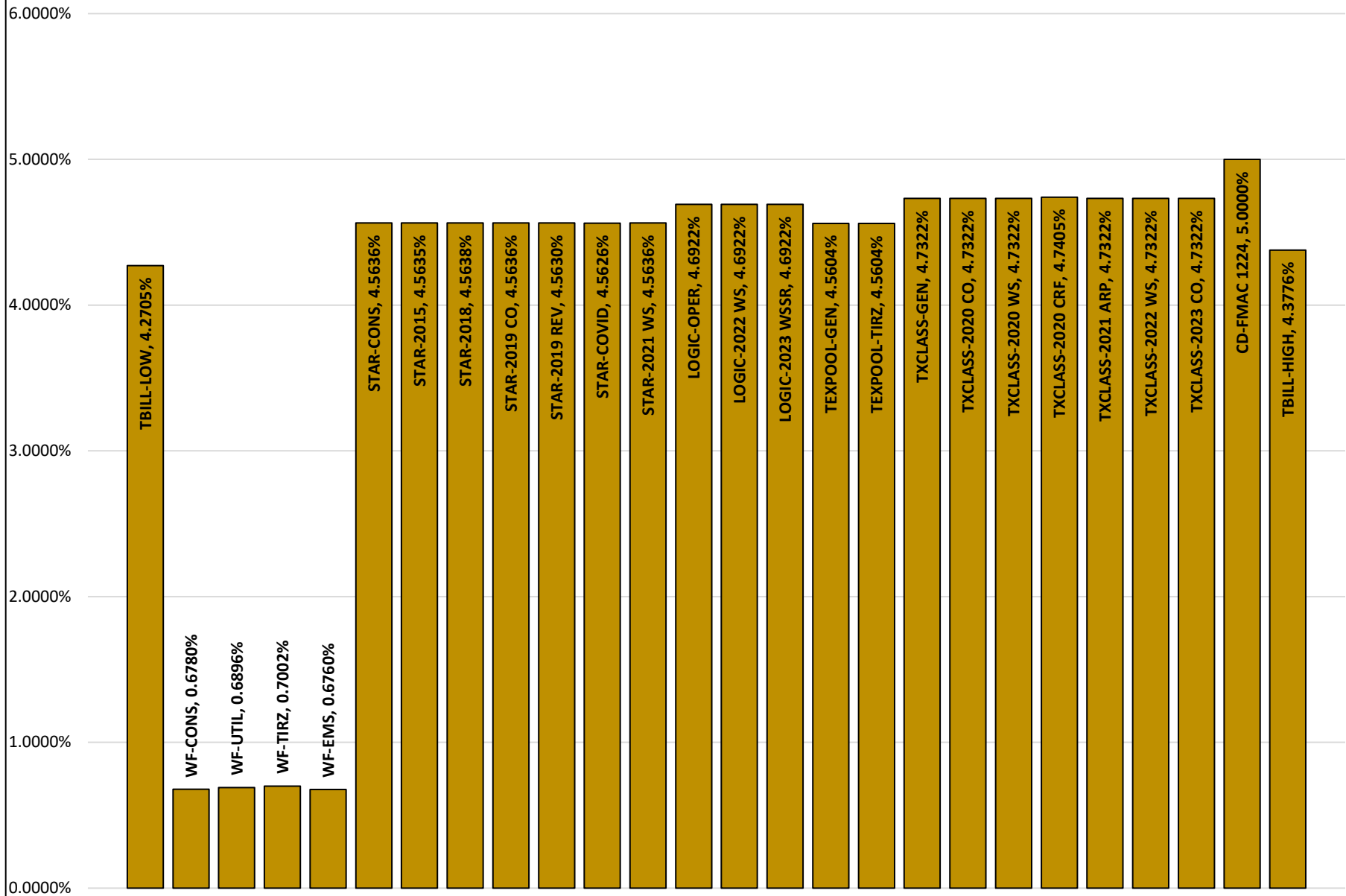
Interest Rate Comparison - October



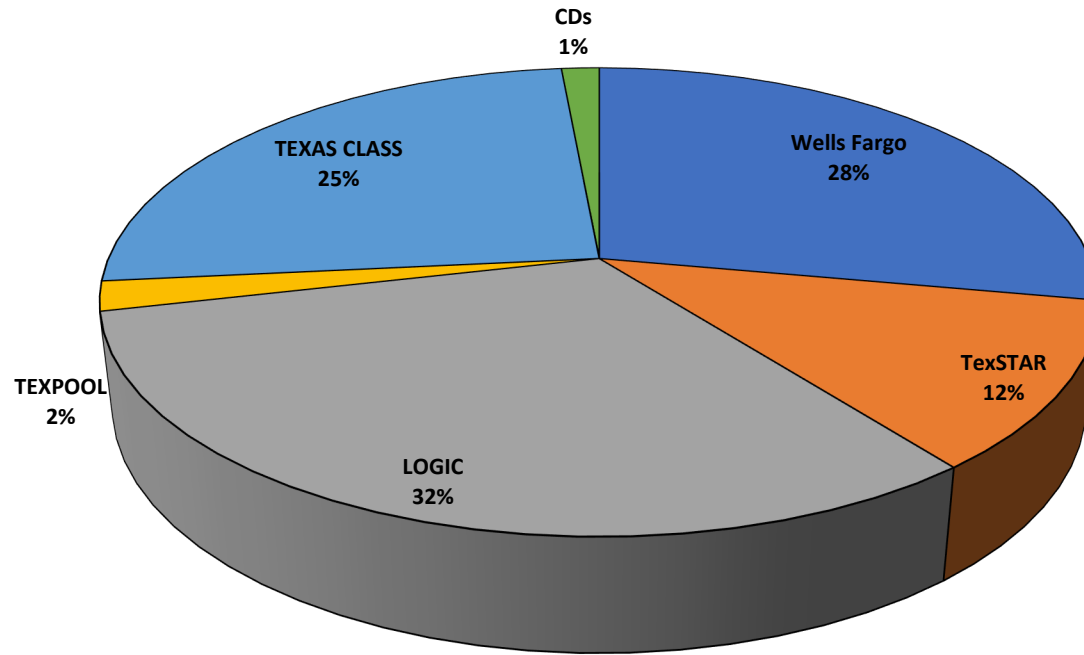
Interest Rate Comparison - November



Interest Rate Comparison - December



Funds Distribution



Christopher Thomas

Christopher Thomas, Investment Officer



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: Parks and Recreation

Contact: Dan Kelinske, Director of Parks and Recreation

Agenda Item: Consider an agreement with Kimley Horn for professional services for a Downtown Pedestrian Lighting Analysis in an amount not to exceed \$31,400.00; and authorize the City Manager to sign related documents upon legal review.

Type of Item: Contract/Agreement

Summary: Goals from the Strategic Plan adopted April 15, 2021, included revitalizing downtown as a true City Center and Community gathering place while preserving Alvin's rich history and unique character; and enhancing safe and convenient access to parks and recreation facilities for citizens of all ages, to enable healthy and active lifestyles. A few years ago, decorative LED pedestrian lighting were installed along the Willis Street sidewalk from Taylor to Gordon Street and within and around the downtown parking lot at Sealy and Gordon Street. October 17, 2024, City Council adopted the *Alvin Livable Centers Study*, which cited the need to install even more pedestrian-scale lighting. As a result, staff recommends approval of the agreement with Kimley Horn to provide a pedestrian lighting analysis along three streets in Alvin's Downtown area to commence the implementation of the *Alvin Livable Centers Study* and continue compliance with the strategic goals.

The agreement with Kimley Horn provides a pedestrian lighting analysis along three streets in Alvin's Downtown area:

Sealy Street	From Taylor to Disney Street/Depot Centre Blvd
Sidnor Street	From Taylor to Magnolia Street
Gordon Street	From Sealy to Blum Street

Funding Expected: Revenue ☐ Expenditure ☒ N/A ☐ **Budgeted Item:** Yes ☐ No ☐ N/A ☐

Funding Account: 3119001003530 **Amount:** \$31,400.00 **1295 Form Required?** Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☒ **Date Completed:** 1/9/2025 SLH

Finance Review Required: N/A ☐ Required ☒ **Date Completed:** _____

Supporting documents attached:

1. Alvin Ped Lighting Analysis - Letter Agreement - 12.24.24

Recommendation: Move to approve an agreement with Kimley Horn for professional services for a Downtown Pedestrian Lighting Analysis in an amount not to exceed \$31,400.00; and authorize the City Manager to sign related documents upon legal review.

Reviewed by Department Head, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Attorney, if applicable: X

Reviewed by City Manager, if applicable: X

December 24, 2024

Mr. Dan Kelinske
Director of Parks & Recreation
City of Alvin, Texas
1100 W. Highway 6
Alvin, Texas 77511

Re: Letter Agreement for Professional Services for Downtown Pedestrian Lighting Analysis

Dear Dan:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") submits this Letter Agreement ("Agreement") to the City of Alvin, Texas ("Client") for providing a pedestrian lighting analysis along three streets in Downtown Alvin, Texas ("Project").

Project Understanding

The Client desires to conduct a pedestrian lighting analysis in Downtown Alvin to determine the standard pedestrian light pole spacing required to meet target illuminance and the associated construction costs. The study area is as follows and identified in Figure 1:

- Sealy Street from Taylor Street to Disney Street
- Sidnor Street from Taylor Street to Magnolia Street
- Gordon Street from Sealy Street to Blum Street

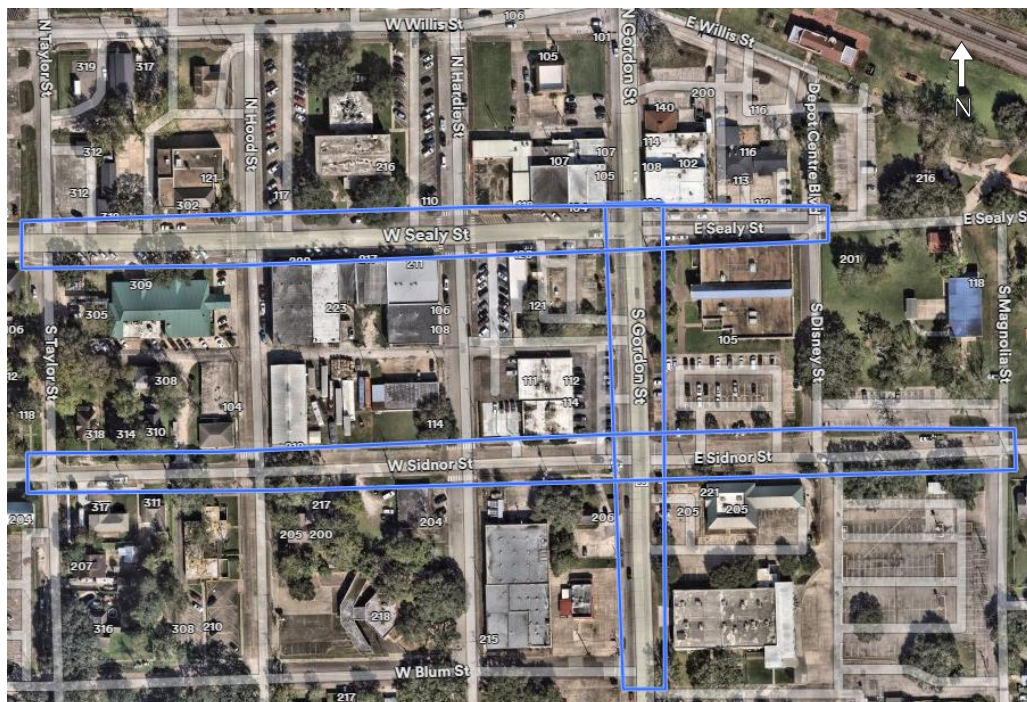


Figure 1 - Study Area

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

Task 1 – Project Administration & Meetings

- A. Administrative and Coordination Tasks – The Consultant shall perform all necessary coordination and administrative tasks including, but not limited to, preparing and submitting monthly invoices to the City, preparing and updating the overall Project schedule, and other miscellaneous administrative and/or coordination tasks required by the City unless specifically listed under “Exclusions” in the Scope of Services herein.
- B. Meetings – The Consultant shall prepare for and attend up to two (2) in-person meetings with the City of Alvin.

Task 2 – Data Collection

The Consultant will review relevant City documents (City to provide) related to the existing downtown lighting infrastructure. The Consultant will prepare for and perform up to one (1) day-time field visit.

- A. Field Visit – The Consultant shall verify existing conditions on pedestrian paths within the study area and collect the following data:
 - 1. Existing light fixture locations
 - 2. Sidewalk widths
 - 3. Identify overheads obstructions for future light pole installations
 - 4. Review locations of future light pole installations

Task 3 – Photometric Analysis (Typical Section)

The Consultant will develop one (1) photometric model analyzing proposed lighting conditions for a typical section (one (1) block area on one (1) side of the roadway) within the Study Area. This typical section photometric analysis will identify the spacing necessary to be compliant with the recommended illuminance for pedestrian facilities per the American National Standards Institute - Illuminating Engineering Society (ANSI/IES).

The model will be developed in AGI32 and based on the data collected in Task 2. The proposed lights will be based on the fixture selected by the City. The photometric model will not include any existing, aesthetic, or miscellaneous light sources. The photometric model will not include any 3D buildings or objects and obstructions.

Task 4 – Opinion of Probable Construction Cost

The Consultant will develop a high-level opinion of probable construction cost based on preliminary lighting recommendations that is not based on design.

The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to the Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Task 5 – Memorandum & Exhibits

The Consultant will develop a memorandum summarizing the study analysis and conclusions. The memorandum shall include the following Exhibits:

- A. Photometric Exhibit to include pole locations and illuminance statistics for a typical section.
- B. Proposed Pedestrian Light Pole Exhibit to include pole locations over aerial imagery at suggested spacing identified in Task 3.
- C. Cost Estimate

The Consultant will incorporate up to one (1) round of comments on the Memorandum and its Exhibits.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at Kimley-Horn's then-current hourly rates. Additional services Kimley-Horn can provide include, but are not limited to, the following:

- A. Night-time field visit;
- B. Measurement of existing lighting levels at night;
- C. Crash analysis;
- D. Lighting design;
- E. Detailed design cost estimate;
- F. Full study area photometric analysis;
- G. Electrical provider coordination;
- H. Traffic engineering reports or studies;
- I. TxDOT coordination;
- J. Public Meetings;
- K. Stakeholder Meetings;
- L. Alternate additions not included in the original scope;
- M. Improvements and recommendations outside the Project limit.

Information Provided By Client

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the Project, including but not limited to the following:

- A. PDFs and/or CAD files of existing Right Of Way;
- B. Pedestrian Lighting design plans along Willis St.;
- C. Contractor's bid for the pedestrian lights along Willis St.;
- D. Specifications data of the pedestrian light pole and light fixture;

Schedule

Kimley-Horn will perform the services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule.

Fee and Expenses

Kimley-Horn will perform the services in Tasks 1-5 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar Project fees will be paid directly by the Client.

Task Number & Name		Fee	Type
1	Project Administration & Meetings	\$9,500	Lump Sum
2	Data Collection	\$4,400	Lump Sum
3	Photometric Analysis	\$5,300	Lump Sum
4	Opinion of Probable Construction Cost	\$3,600	Lump Sum
5	Memorandum & Exhibits	\$8,600	Lump Sum
Total		\$31,400	

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Kimley-Horn" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to the City of Alvin, Texas.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in a PDF. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

To proceed with the services, please have an authorized person sign this Agreement below and return to us. We will commence services only after we have received a fully-executed. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on this project.

We appreciate the opportunity to provide these services. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

[Signature page follows]

Signed: *Carlye Lide*

Printed Name: Carlye Lide, P.E.

Title: Project Manager

Signed: *L. Nathan Ante*

Printed Name: L. Nathan Ante, P.E.

Title: SVP

City of Alvin, Texas

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

Client's Federal Tax ID: _____

Client's Business License No.: _____

Client's Street Address: _____

Attachment – Request for Information

Attachment – Standard Provisions

Request for Information

Please return this information with your signed contract; failure to provide this information could result in delay in starting your project

Client Identification

Full, Legal Name of Client					
Mailing Address for Invoices					
Contact for Billing Inquiries					
Contact's Phone and e-mail					
Client is (check one)	Owner	☐	Agent for Owner	☐	Unrelated to Owner

Property Identification

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Street Address				
County in which Property is Located				
Tax Assessor's Number(s)				

Property Owner Identification

	Owner 1	Owner 2	Owner 3	Owner 4
Owner(s) Name				
Owner(s) Mailing Address				
Owner's Phone No.				
Owner of Which Parcel #?				

Project Funding Identification – List Funding Sources for the Project

Attach additional sheets if there are more than 4 parcels or more than 4 owners

KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS

- 1) **Kimley-Horn's Scope of Services and Additional Services.** Kimley-Horn will perform only the services specifically described in this Agreement ("Services"). Any services that are not set forth in the scope of Services described herein will constitute additional services ("Additional Services"). If requested by the Client and agreed to by Kimley-Horn, Kimley-Horn will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay Kimley-Horn for any Additional Services an amount based upon Kimley-Horn's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.
- 2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
 - a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
 - b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
 - c. Provide Kimley-Horn all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which Kimley-Horn may rely upon.
 - d. Arrange for access to the site and other property as required for Kimley-Horn to provide its services.
 - e. Review all documents or reports presented by Kimley-Horn and communicate decisions pertaining thereto within a reasonable time so as not to delay Kimley-Horn.
 - f. Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
 - g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
 - h. Give prompt written notice to Kimley-Horn whenever the Client becomes aware of any development that affects Kimley-Horn's services or any defect or noncompliance in any aspect of the project.
- 3) **Period of Services.** Unless otherwise stated herein, Kimley-Horn will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that Kimley-Horn does not control. If such delay or suspension extends for more than six months, Kimley-Horn's compensation shall be renegotiated.
- 4) **Method of Payment.** Client shall pay Kimley-Horn as follows:
 - a. Invoices will be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by Kimley-Horn and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after Kimley-Horn's transmittal of its invoice, Kimley-Horn may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
 - b. The Client will remit all payments electronically to:
Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104
Account Number: 2073089159554
ABA#: 121000248
 - c. The Client will send the project number, invoice number and other remittance information by e-mail to payments@kimley-horn.com at the time of payment.
 - d. If the Client relies on payment or proceeds from a third party to pay Kimley-Horn and Client does not pay Kimley-Horn's invoice within 60 days of receipt, Kimley-Horn may communicate directly with such third party to secure payment.
 - e. If the Client objects to an invoice, it must advise Kimley-Horn in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
 - f. If Kimley-Horn initiates legal proceedings to collect payment, it shall recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings.

Such expenses shall include the cost, at Kimley-Horn's normal hourly billing rates, of the time devoted to such proceedings by its employees.

- g. The Client agrees that the payment to Kimley-Horn is not subject to any contingency or condition. Kimley-Horn may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of Kimley-Horn to collect additional amounts from the Client.
- 5) **Use of Deliverables.** All documents, data, and other deliverables prepared by Kimley-Horn are related exclusively to the services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this project or on any other project. Any modifications by the Client to any of Kimley-Horn's deliverables, or any reuse of the deliverables without written authorization by Kimley-Horn will be at the Client's sole risk and without liability to Kimley-Horn, and the Client shall indemnify, defend and hold Kimley-Horn harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Kimley-Horn's electronic files and source code remain the property of Kimley-Horn and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the deliverables prepared by Kimley-Horn, the hardcopy shall govern.
- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Intellectual Property, for purposes of this section, does not include deliverables specifically created for Client pursuant to the Agreement and use of such deliverables is governed by section 5 of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the terms of the Software License Agreement set forth at <https://www.kimley-horn.com/khts-software-license-agreement> ("the License Agreement") which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE PROJECT TO THE CLIENT AND KIMLEY-HORN, THE RISKS ARE ALLOCATED SUCH THAT, TO THE FULLEST EXTENT ALLOWED BY LAW, AND NOTWITHSTANDING ANY OTHER PROVISIONS OF THIS AGREEMENT OR THE EXISTENCE OF APPLICABLE INSURANCE COVERAGE, THAT THE TOTAL LIABILITY, IN THE AGGREGATE, OF KIMLEY-HORN AND KIMLEY-HORN'S OFFICERS, DIRECTORS,

EMPLOYEES, AGENTS, AND SUBCONSULTANTS TO THE CLIENT OR TO ANYONE CLAIMING BY, THROUGH OR UNDER THE CLIENT, FOR ANY AND ALL CLAIMS, LOSSES, COSTS, ATTORNEYS' FEES (INCLUDING ATTORNEYS' FEES OTHERWISE RECOVERABLE UNDER TEX. CIV. PRAC. & REM. CODE § 38.001), OR DAMAGES WHATSOEVER ARISING OUT OF OR IN ANY WAY RELATED TO THE SERVICES UNDER THIS AGREEMENT FROM ANY CAUSES, INCLUDING BUT NOT LIMITED TO, THE NEGLIGENCE, PROFESSIONAL ERRORS OR OMISSIONS, STRICT LIABILITY OR BREACH OF CONTRACT OR ANY WARRANTY, EXPRESS OR IMPLIED, OF KIMLEY-HORN OR KIMLEY-HORN'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS, SHALL NOT EXCEED TWICE THE TOTAL COMPENSATION RECEIVED BY KIMLEY-HORN UNDER THIS AGREEMENT OR \$50,000, WHICHEVER IS GREATER. HIGHER LIMITS OF LIABILITY MAY BE NEGOTIATED FOR ADDITIONAL FEE. THIS SECTION IS INTENDED SOLELY TO LIMIT THE REMEDIES AVAILABLE TO THE CLIENT OR THOSE CLAIMING BY OR THROUGH THE CLIENT, AND NOTHING IN THIS SECTION SHALL REQUIRE THE CLIENT TO INDEMNIFY KIMLEY-HORN.

- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to changed or unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 13) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.
- 14) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.
- 15) **Hazardous Substances and Conditions.** Kimley-Horn shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Kimley-Horn's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. Kimley-Horn will notify the Client of unanticipated hazardous substances or conditions of which Kimley-Horn actually becomes aware. Kimley-Horn may stop affected portions of its services until the hazardous substance or condition is eliminated.
- 16) **Construction Phase Services.**
 - a. If Kimley-Horn prepares construction documents and Kimley-Horn is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Kimley-Horn in any way connected thereto.
 - b. Kimley-Horn shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, equipment maintenance and inspection, sequence, schedule, safety programs, or safety practices, nor shall Kimley-Horn have any authority or responsibility to stop or direct the work of any contractor. Kimley-Horn's visits will be for the purpose of observing construction and reporting to the Client whether the contractors' work generally conforms to the construction documents prepared by Kimley-Horn. Kimley-Horn neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
 - c. Kimley-Horn is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and Kimley-Horn for all claims and liability arising out of job site accidents; and that the Client and Kimley-Horn shall be made additional insureds under the contractor's general liability insurance policy.

- 17) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and Kimley-Horn, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Kimley-Horn. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Kimley-Horn, without the written consent of Kimley-Horn. Kimley-Horn reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If Kimley-Horn exercises this right, Kimley-Horn will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.
- 18) **Confidentiality.** The Client consents to the use and dissemination by Kimley-Horn of photographs of the project and to the use by Kimley-Horn of facts, data and information obtained by Kimley-Horn in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Kimley-Horn shall use reasonable care to maintain the confidentiality of that material.
- 19) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State of Texas. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by Kimley-Horn. If Client requires Kimley-Horn to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Kimley-Horn or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: Engineering

Contact: Michelle Segovia, City Engineer

Agenda Item: Consider Ordinance 25-B, amending Chapter 21, Subdivisions and Property Development, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of adding Article VIII. Accessory Dwelling Units; providing for penalties; providing for severability; and setting forth other provisions related thereto.

Type of Item: Ordinance

Summary: Ordinance 25-B amends Chapter 21, Subdivision and Property Development, of the City of Alvin Code of Ordinances by adding Article VIII. Accessory Dwelling Units (ADUs).

At a Workshop Meeting on October 17, 2024, Council discussed Accessory Dwelling Units and directed staff to draft an ordinance relating to ADUs for Council's consideration. Ordinance 25-B amends Chapter 21 to add an article relating to ADUs including definitions and construction parameters. Staff used portions of the City of Manvel's AUD Ordinance as a guide in creating Ord. 25-B.

Staff recommends approval of Ord. 25-B.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☐

Legal Review Required: N/A ☐ Required ☒

Date Completed: 1/13/2025 SLH

Finance Review Required: N/A ☒ Required ☐

Date Completed: ☐

Supporting documents attached:

1. Ord 25-B Chapter 21; Subdivision Prop Dev; Amendment - Adding ADUs - redlined
2. Ord 25-B Chapter 21; Subdivision Prop Dev; Amendment - Adding ADUs - clean copy

Recommendation: Move to approve Ordinance 25-B, amending Chapter 21, Subdivisions and Property Development, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of adding Article VIII. Accessory Dwelling Units; providing for penalties; providing for severability; and setting forth other provisions related thereto.

Reviewed by Department Head, if applicable: ☒

Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Manager, if applicable: ☒

ORDINANCE NO. 25-B

AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, AMENDING CHAPTER 21, SUBDIVISIONS AND PROPERTY DEVELOPMENT, OF THE CODE OF ORDINANCES OF THE CITY OF ALVIN, TEXAS, FOR THE PURPOSE OF ADDING ARTICLE VIII. ACCESSORY DWELLING UNITS; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council of the City of Alvin is continually reviewing the provisions of the City Code of Ordinances to ensure that it meets the current needs of the City and that the procedures herein reflect standard practice; and

WHEREAS, the City Council of the City of Alvin desires to promote the health, safety, and general welfare of its citizens;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:

Section 1. That Chapter 21, Subdivisions and Property Development, of the Code of Ordinances, City of Alvin, Texas, is hereby amended with the language as follows:

Chapter 21 – SUBDIVISIONS AND PROPERTY DEVELOPMENT

...

ARTICLE VIII. - Accessory Dwelling Units

Sec. 21-145. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. The word “building” shall include the meaning of the word “structure;” the word “lot” shall include the meaning of the word “plot;” and the term “used for” shall include the meaning of the terms “designed for” or “intended for.”

Accessory Dwelling Unit (ADU) means a secondary dwelling unit established in conjunction with, but clearly subordinate to, a single-family dwelling that is the principal

structure on the lot and utilized solely by the owner of the lot. An ADU shall be utilized for the family (two or more persons related to the property owner by blood (within two degrees of consanguinity), marriage (within two degrees of affinity), adoption, or guardianship, living together as a single housekeeping unit with a single kitchen facility) that resides in the principal structure. The ADU may be attached to the principal structure, or it may be a separate accessory structure or portion thereof on the same lot. An ADU may also be erected over, or in addition to, a normally permitted accessory structure. An accessory dwelling unit may include a kitchenette or cooking facilities. For the purposes of this definition, mobile homes, manufactured homes, and recreational vehicles shall not be construed as being an ADU.

Accessory use means a use of a building or land which serves an incidental function to the principal use of a building, structure, or land.

Attached Accessory Dwelling Unit means an independently functioning Accessory Dwelling Unit (ADU) that is attached to the principal structure, which includes an exterior point of access, bedroom, bathroom, and kitchenette.

Detached Accessory Dwelling Unit means an Accessory Dwelling Unit (ADU) that is clearly subordinate to and detached from the principal structure.

Family means two or more persons related to the property owner by blood (within two degrees of consanguinity), marriage (within two degrees of affinity), adoption, or guardianship living together as a single housekeeping unit with a single kitchen facility. The term “single kitchen facility” shall not exclude one outdoor kitchen facility and one accessory dwelling unit (ADU) with a kitchenette per single housekeeping unit with one kitchen.

Garage means an accessory building, or a part of a main building comprised of a minimum of 200 square feet, enclosed on all sides, with an overhead door, and capable of enclosing one or more vehicles.

Garage apartment means an accessory dwelling unit containing living facilities for not more than one (1) family, above a garage or carport.

Gross square feet means the entire floor area of a building, including uninhabitable space such as bathrooms, closets, halls, and similar areas.

Guest means a person or persons that are not related by blood (within two degrees of consanguinity), marriage, adoption, or guardianship, that reside on the premises for a period not to exceed one (1) calendar week.

Guest quarters means an attached or detached building or secondary living area of residential use that provides Living quarters for guest of the occupants of the principal residence and contains no kitchen or cooking facility; is clearly subordinate and incidental to the principal residence on the same building site and is not rented or leased, whether compensation is direct or indirect.

Home business means a business operation that takes place in a home.

Kitchenette means a portion of a room intended for basic cooking and food preparation.

Lot, tract, or parcel means a designated area of land established by a properly recorded subdivision plat or otherwise permitted by law to be separately owned, used, developed, or built upon.

Lot Line means the boundary of a lot separating it from an abutting lot.

Mobile home or manufactured home means a structure constructed before June 15, 1976, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width and 40 body feet or more in length, or, when erected on- site is 320 or more square feet and which is built on a permanent chassis and designed to be used as a single-family dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning, and electrical systems.

Principal building or use means the primary use and chief purpose of a premises or building.

Single-family residence means a residence that is to be occupied by only one family.

State means the State of Texas.

Structure means anything constructed or erected with a fixed location upon, under, or above the ground or attached to something having a fixed location on the ground.

Tower or tower structure means a fixed, freestanding or guyed, uninhabitable structure, not designed as a shelter or to be occupied for any use. This definition includes, but is not limited to, any such structure supporting antennae that transmit or receive any portion of the electromagnetic spectrum of radio waves. The following are by way of example but not limitation, towers or tower structures: guyed or freestanding monopole structures, lattice or open framed structures, antennae sports, water towers, and other similar self-supporting, trussed, or open framed structures.

Sec. 21-146. Accessory Dwelling Unit (ADU) Requirements

No more than one Accessory Dwelling Unit may be permitted upon any lot provided all the following conditions are satisfied.

1. Occupancy: It shall be unlawful for the Accessory Dwelling Unit (ADU) to be leased or rented, whether compensation is direct or indirect.
2. Number: One Accessory Dwelling Unit is allowed in addition to an existing single-family home and other accessory structures.
3. Maximum size of an Accessory Dwelling Unit
 - a. A maximum of 650 square feet of conditioned space for any Accessory Dwelling Unit or twenty percent of the square-footage of the first story of the principal structure, the greater thereof.
 - b. A maximum of 50 percent of the backyard area can be covered by

buildings (area behind the principal residence to the rear of the property).

c. A garage apartment proposed as a second-floor addition to a pre-existing garage which exceeds the square footage specified in this section are permitted to match the square footage of the footprint of the garage.

4. Maximum Height: Accessory Dwelling Units shall not exceed the top wall plate height of the principal structure. In the case of a garage apartment, the maximum height shall be 30 feet.

5. Setbacks: All Accessory Dwelling Units must satisfy the minimum building setbacks in place at the time the structure is built.

6. Utility Connection: An accessory dwelling shall not have separate meter service for gas, electricity or water and shall connect to the utilities of the primary structure.

7. Kitchen Facilities: An Accessory Dwelling Unit may include a kitchenette or cooking facilities.

8. Address: The address is the same as the principal residence.

Drainage: All Accessory dwelling units shall satisfy the minimum requirements for flood damage prevention (Appendix A of the Code of Ordinances) and all requirements from the City of Alvin Design Criteria Manual.

...

Section 2. That except as amended herein, all other provisions of Chapter 21 of the Code of Ordinances, City of Alvin, Texas, shall remain in full force and effect. To the extent of any conflict or inconsistency between the provisions of this Ordinance and any other ordinance, the provisions of this Ordinance shall control.

Section 3. Penalties. Any person, firm, entity or corporation violating any provision of this Ordinance, as it exists or may be amended, shall be guilty of a misdemeanor, and on conviction, shall be fined in an amount not to exceed \$500. Each continuing day's violation shall constitute a separate offence. The City of Alvin retains all legal rights and remedies available to it pursuant to local, state and federal law.

Section 4. Severability. Should any section or part of this Ordinance be held unconstitutional, illegal, invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

Section 5. Incorporation into Code of Ordinances. The provisions of this Ordinance shall be included and incorporated in the Code of Ordinances, City of Alvin, Texas, as an addition, amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

Section 6. Effective Date. This Ordinance shall take effect immediately from and after its passage in accordance with the provisions of Chapter 52 of the Texas Local Government Code and the City of Alvin Charter.

Section 7. Open Meetings Act. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and the public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the *Texas Government Code*. Notice was also provided as required by Chapter 52 of the *Texas Local Government Code* and the *City of Alvin Charter*.

Section 8. Publication. The City Secretary of the City of Alvin is hereby directed to publish this Ordinance, or its caption and penalty clause, in one issue of the official City newspaper as required by the City of Alvin Charter.

PASSED and APPROVED on the 16th day of January 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary

ORDINANCE NO. 25-B

AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, AMENDING CHAPTER 21, SUBDIVISIONS AND PROPERTY DEVELOPMENT, OF THE CODE OF ORDINANCES OF THE CITY OF ALVIN, TEXAS, FOR THE PURPOSE OF ADDING ARTICLE VIII. ACCESSORY DWELLING UNITS; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council of the City of Alvin is continually reviewing the provisions of the City Code of Ordinances to ensure that it meets the current needs of the City and that the procedures herein reflect standard practice; and

WHEREAS, the City Council of the City of Alvin desires to promote the health, safety, and general welfare of its citizens;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:

Section 1. That Chapter 21, Subdivisions and Property Development, of the Code of Ordinances, City of Alvin, Texas, is hereby amended with the language as follows:

Chapter 21 – SUBDIVISIONS AND PROPERTY DEVELOPMENT

...

ARTICLE VIII. - Accessory Dwelling Units

Sec. 21-145. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. The word “building” shall include the meaning of the word “structure;” the word “lot” shall include the meaning of the word “plot;” and the term “used for” shall include the meaning of the terms “designed for” or “intended for.”

Accessory Dwelling Unit (ADU) means a secondary dwelling unit established in conjunction with, but clearly subordinate to, a single-family dwelling that is the principal

structure on the lot and utilized solely by the owner of the lot. An ADU shall be utilized for the family (two or more persons related to the property owner by blood (within two degrees of consanguinity), marriage (within two degrees of affinity), adoption, or guardianship, living together as a single housekeeping unit with a single kitchen facility) that resides in the principal structure. The ADU may be attached to the principal structure, or it may be a separate accessory structure or portion thereof on the same lot. An ADU may also be erected over, or in addition to, a normally permitted accessory structure. An accessory dwelling unit may include a kitchenette or cooking facilities. For the purposes of this definition, mobile homes, manufactured homes, and recreational vehicles shall not be construed as being an ADU.

Accessory use means a use of a building or land which serves an incidental function to the principal use of a building, structure, or land.

Attached Accessory Dwelling Unit means an independently functioning Accessory Dwelling Unit (ADU) that is attached to the principal structure, which includes an exterior point of access, bedroom, bathroom, and kitchenette.

Detached Accessory Dwelling Unit means an Accessory Dwelling Unit (ADU) that is clearly subordinate to and detached from the principal structure.

Family means two or more persons related to the property owner by blood (within two degrees of consanguinity), marriage (within two degrees of affinity), adoption, or guardianship living together as a single housekeeping unit with a single kitchen facility. The term “single kitchen facility” shall not exclude one outdoor kitchen facility and one accessory dwelling unit (ADU) with a kitchenette per single housekeeping unit with one kitchen.

Garage means an accessory building, or a part of a main building comprised of a minimum of 200 square feet, enclosed on all sides, with an overhead door, and capable of enclosing one or more vehicles.

Garage apartment means an accessory dwelling unit containing living facilities for not more than one (1) family, above a garage or carport.

Gross square feet means the entire floor area of a building, including uninhabitable space such as bathrooms, closets, halls, and similar areas.

Guest means a person or persons that are not related by blood (within two degrees of consanguinity), marriage, adoption, or guardianship, that reside on the premises for a period not to exceed one (1) calendar week.

Guest quarters means an attached or detached building or secondary living area of residential use that provides Living quarters for guest of the occupants of the principal residence and contains no kitchen or cooking facility; is clearly subordinate and incidental to the principal residence on the same building site and is not rented or leased, whether compensation is direct or indirect.

Home business means a business operation that takes place in a home.

Kitchenette means a portion of a room intended for basic cooking and food preparation.

Lot, tract, or parcel means a designated area of land established by a properly recorded subdivision plat or otherwise permitted by law to be separately owned, used, developed, or built upon.

Lot Line means the boundary of a lot separating it from an abutting lot.

Mobile home or manufactured home means a structure constructed before June 15, 1976, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width and 40 body feet or more in length, or, when erected on-site is 320 or more square feet and which is built on a permanent chassis and designed to be used as a single-family dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning, and electrical systems.

Principal building or use means the primary use and chief purpose of a premises or building.

Single-family residence means a residence that is to be occupied by only one family.

State means the State of Texas.

Structure means anything constructed or erected with a fixed location upon, under, or above the ground or attached to something having a fixed location on the ground.

Tower or tower structure means a fixed, freestanding or guyed, uninhabitable structure, not designed as a shelter or to be occupied for any use. This definition includes, but is not limited to, any such structure supporting antennae that transmit or receive any portion of the electromagnetic spectrum of radio waves. The following are by way of example but not limitation, towers or tower structures: guyed or freestanding monopole structures, lattice or open framed structures, antennae supports, water towers, and other similar self-supporting, trussed, or open framed structures.

Sec. 21-146. Accessory Dwelling Unit (ADU) Requirements

No more than one Accessory Dwelling Unit may be permitted upon any lot provided all the following conditions are satisfied.

1. Occupancy: It shall be unlawful for the Accessory Dwelling Unit (ADU) to be leased or rented, whether compensation is direct or indirect.
2. Number: One Accessory Dwelling Unit is allowed in addition to an existing single-family home and other accessory structures.
3. Maximum size of an Accessory Dwelling Unit
 - a. A maximum of 650 square feet of conditioned space for any Accessory Dwelling Unit or twenty percent of the square-footage of the first story of the principal structure, the greater thereof.
 - b. A maximum of 50 percent of the backyard area can be covered by

buildings (area behind the principal residence to the rear of the property).

- c. A garage apartment proposed as a second-floor addition to a pre-existing garage which exceeds the square footage specified in this section are permitted to match the square footage of the footprint of the garage.
4. Maximum Height: Accessory Dwelling Units shall not exceed the top wall plate height of the principal structure. In the case of a garage apartment, the maximum height shall be 30 feet.
5. Setbacks: All Accessory Dwelling Units must satisfy the minimum building setbacks in place at the time the structure is built.
6. Utility Connection: An accessory dwelling shall not have separate meter service for gas, electricity or water and shall connect to the utilities of the primary structure.
7. Kitchen Facilities: An Accessory Dwelling Unit may include a kitchenette or cooking facilities.
8. Address: The address is the same as the principal residence.

Drainage: All Accessory dwelling units shall satisfy the minimum requirements for flood damage prevention (Appendix A of the Code of Ordinances) and all requirements from the City of Alvin Design Criteria Manual.

...

Section 2. That except as amended herein, all other provisions of Chapter 21 of the Code of Ordinances, City of Alvin, Texas, shall remain in full force and effect. To the extent of any conflict or inconsistency between the provisions of this Ordinance and any other ordinance, the provisions of this Ordinance shall control.

Section 3. Penalties. Any person, firm, entity or corporation violating any provision of this Ordinance, as it exists or may be amended, shall be guilty of a misdemeanor, and on conviction, shall be fined in an amount not to exceed \$500. Each continuing day's violation shall constitute a separate offence. The City of Alvin retains all legal rights and remedies available to it pursuant to local, state and federal law.

Section 4. Severability. Should any section or part of this Ordinance be held unconstitutional, illegal, invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

Section 5. Incorporation into Code of Ordinances. The provisions of this Ordinance shall be included and incorporated in the Code of Ordinances, City of Alvin, Texas, as an addition, amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

Section 6. Effective Date. This Ordinance shall take effect immediately from and after its passage in accordance with the provisions of Chapter 52 of the Texas Local Government Code and the City of Alvin Charter.

Section 7. Open Meetings Act. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and the public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the *Texas Government Code*. Notice was also provided as required by Chapter 52 of the *Texas Local Government Code* and the *City of Alvin Charter*.

Section 8. Publication. The City Secretary of the City of Alvin is hereby directed to publish this Ordinance, or its caption and penalty clause, in one issue of the official City newspaper as required by the City of Alvin Charter.

PASSED and APPROVED on the 16th day of January 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 1/16/2025

Department: Engineering

Contact: Michelle Segovia, City Engineer

Agenda Item: Consider Ordinance 25-D, designating the intersection of Westpark Drive, Abingdon Road, and the driveway of the temporary Walt Disney Elementary School (1910 Rosharon Road) as a four-way stop intersection to be controlled by appropriate signage; providing for a penalty and publication; and setting forth other provisions related thereto.

Type of Item: Ordinance

Summary: On December 30, 2024, Engineering Department Staff received a request from Alvin Independent School District Staff (AISD) to be allowed to extend the student pick-up/drop off driveway at the former Alvin Elementary School (1910 Rosharon Road) and connect to the Westpark Drive/Abingdon Road intersection and make the intersection a four-way stop. AISD Staff stated that the district was planning to relocate students/staff from Walt Disney Elementary on Mustang Road to this campus on Rosharon Road due to building damage that was sustained from the tornado on December 29, 2024. City Staff approved this request and temporary stop signs were erected at the intersection in order to help facilitate a safe start to school on January 7, 2025. Upon approval of Ordinance 25-D by Council, Staff will erect permanent signage at the intersection.

Staff recommends approval of Ordinance 25-D.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☐

Legal Review Required: N/A ☐ Required ☒

Date Completed: 1/9/2025 SLH

Finance Review Required: N/A ☒ Required ☐

Date Completed: ☐

Supporting documents attached:

1. Ord 25-D Four-Way Stop Westpark Drive and Abingdon Road
 2. Aerial Map
-

Recommendation: Move to approve Ordinance 25-D, designating the intersection of Westpark Drive, Abingdon Road, and the driveway of the temporary Walt Disney Elementary School (1910 Rosharon Road) as a four-way stop intersection to be controlled by appropriate signage; providing for a penalty and publication; and setting forth other provisions related thereto.

Reviewed by Department Head, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Attorney, if applicable: ☒

Reviewed by City Manager, if applicable: ☒

ORDINANCE 25-D

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, DESIGNATING THE INTERSECTION OF WESTPARK DRIVE, ABINGDON ROAD, AND THE DRIVEWAY OF THE TEMPORARY WALT DISNEY ELEMENTARY SCHOOL, AS A FOUR-WAY STOP INTERSECTION TO BE CONTROLLED BY APPROPRIATE SIGNAGE; AUTHORIZING THE PLACEMENT OF STOP SIGNS AND/OR ROAD MARKINGS AT THE INTERSECTION; PROVIDING FOR A PENALTY AND PUBLICATION; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, Section 24-13 of the Code of Ordinances of the City of Alvin, authorizes the City Council to designate and maintain an intersection as a stop intersection; and

WHEREAS, the City Council of the City of Alvin, Texas, upon the recommendation of the City Engineer, has determined that it is in the interest of the safety and welfare of its citizens and the public traveling upon the streets of the City that the intersection of Westpark Drive, Abingdon Road, and the driveway of the temporary Walt Disney Elementary School be designated as a four-way stop intersection; and

WHEREAS, such designation is made to preserve the public safety and welfare, **NOW THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:

Section 1. Findings. The foregoing recitals are adopted and incorporated into this ordinance as findings of fact.

Section 2. Designation of Stop Intersections. The City Council hereby designates the intersection of Westpark Drive, Abingdon Road, and the driveway of the temporary Walt Disney Elementary School in the City of Alvin as a four-way stop intersection.

Section 3. Authority for Installation and Placement of Signs. The City Council authorizes the appropriate staff member, after the effective date of this Ordinance, to direct installation and placement of stop signs and/or road markings to signal traffic at the entrances of the intersection directing persons traveling east, west, north, and south to stop before entering the intersection of said streets in accordance with the statutes of the State of Texas, and as required by the Texas Manual on Uniform Traffic Control Devices.

Section 4 Severability. Should any section or part of this Ordinance be held unconstitutional, illegal, invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or

part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Ordinance are declared to be severable.

Section 5. Penalty. Any person, firm or corporation violating a provision of this chapter shall be guilty of a misdemeanor, and upon conviction shall be subject to a fine in accordance with the general penalty Section 1-5 of the Code of Ordinances of the City of Alvin, Texas.

Section 6. Publication. The City Secretary of the City of Alvin is hereby directed to publish this Ordinance, or its caption and penalty clause, in one issue of the official City newspaper as required by the *City of Alvin Charter*.

Section 7. Effective Date. This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of Chapter 52 of the *Texas Local Government Code*, and the *City of Alvin Charter*.

PASSED AND APPROVED on this the 16th day of January 2025.

CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary



Proposed 4 Way Stop @ Westpark & Abingdon