

**MINUTES  
CITY OF ALVIN, TEXAS  
216 W. SEALY STREET  
CITY COUNCIL REGULAR MEETING  
THURSDAY, NOVEMBER 6, 2025  
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 Meagan DeKeyzer; Council members: Ashley Davis, Richard Garivey, Keko Moore, Scott Salter, Chris Vaughn and Martin Vela.

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

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Pastor Craig Smee of Light Christian Center gave the invocation. Mayor Adame led the Pledge of Allegiance to the American Flag. Council member Garivey led the Pledge to the Texas Flag.

**PRESENTATION**

Presentation of the Fall 2025 Alvin Upfront Citizens Academy Course Completion Certificates.

Mayor Adame formally recognized participants of the 2025 Alvin Upfront Citizens Academy by presenting each graduate with a Certificate of Completion.

**PUBLIC COMMENT**

Aida Vela presented comments regarding homeless individuals and shopping carts on Second Street.

Eugene Bauer presented comments regarding safety concerns related to Gordon Street resurfacing project.

**CONSENT AGENDA**

Consider approval of the October 16, 2025, City Council Workshop minutes.

Consider approval of the October 16, 2025, City Council meeting minutes.

Consider approval of the October 21, 2025, Joint City Council Workshop minutes.

**Consider the appointment of Crowe LLP as the City's auditing firm for the Fiscal Year ending September 30, 2025; and authorize the City Manager to sign the Auditor's Engagement Letter.**

*Chapter 103 of the Texas Local Government Code requires cities to have records and accounts audited, and an annual financial statement prepared based on that audit. Belt Harris Pechacek, LLP (BHP) has served as the City's independent auditors since FY09. During FY24, the company merged with Crowe LLP, resulting in a firm with the same auditors but a different company name and more resources. Crowe is proposing a base estimated fee of \$64,966 for the City's FY25 financial statement audit, with an additional single audit one program base fee (if required) of \$4,600 for basic procedures and \$6,025 for each major program. A fee of \$5,295 is proposed for any TIRZ-related audit work that may need to be undertaken. A "single audit" is additional auditing procedures that are required if the City expends over \$1,000,000 of federal (grant) funds in a fiscal year. The City has spent ARPA funds throughout the current fiscal year, but most likely not enough to reach the new threshold that was enacted this fiscal year. By engaging Crowe for FY25, the City retains an audit firm that is extremely knowledgeable about the City's accounting and internal controls. Crowe's prior Fiscal Year Engagement Fees (FY24) were base audit fee: \$61,289 and for a single audit basic procedure: \$4,491. Staff recommends approval.*

Consider the purchase of a new, replacement chiller for the Recreation Center from The Brandt Companies, LLC, through the Choice Partners Cooperative purchasing network, in an amount not to exceed \$205,000.00 as included in the FY25-26 annual budget; and authorize the City Manager to sign related documents upon legal review.

*Funding for the purchase of a new, replacement chiller for the Recreation Center was included in the FY 2025-2026 annual budget. This chiller will replace one of two existing unit eighteen-year-old chillers that has reached its end of useful service life. Quoted price: \$200,975.46 + \$4,024.54 contingency = \$205,000 Staff recommends approval.*

Consider the purchase of a new, replacement Air Handler Unit for the Recreation Center from The Brandt Companies, LLC, through the Choice Partners Cooperative purchasing network, in an amount not to exceed \$110,000, as included in the FY25-26 annual budget; and authorize the City Manager to sign related documents upon legal review.

*Funding for this purchase of a new, replacement Air Handler Unit for the Recreation Center was included in the FY2025-2026 annual budget and will replace one of two air handler units which has been in service for over eighteen years and has reached the end of its typical life expectancy. Quoted Price: \$109,499.15 + \$500.85 contingency = \$110,000. Staff recommends approval.*

Consider the purchase of two new, replacement AAON brand air conditioning systems containing two air handler units and two condensing units for the Animal Adoption Center from The Brandt Companies, LLC, through the Choice Partners Cooperative purchasing network, in an amount not to exceed \$185,000 as included in the FY25-26 annual budget, and authorize the City Manager to sign related documents upon legal review.

*Funding for the purchase of two new, replacement AAON brand air conditioning units consisting of two air handlers and two condensing units for the Animal Adoption Center was included in the FY2025-2026 annual budget. The seventeen-ton fresh air split air conditioning system serves the large dog area, while the six-ton fresh air split air conditioning system serves the quarantine area. Both of these systems use a fresh air intake with no air return as in most other systems, and were specified in the building design, acting to lower the potential for air-borne sickness and reduce odor in these areas. Quoted Price: \$181,123.32 + 3,876.68 = \$185,000. Staff recommends approval.*

Consider Ordinance No. 25-BB, amending Chapter 28, Comprehensive Fees, Water and Sewer, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of clarifying the wording related to the winter averaging methodology and the calculation timeline for single-family residential sewer rates; providing for publication; providing for severability; and setting forth other provisions related thereto.

*In 1999, City Council adopted Ordinance 99-J, which established the City's winter averaging method for calculating sewer charges. This method provides relief to residents during the summer months by basing sewer rates on average winter water usage, when usage is typically lower. This proposed ordinance does not change any existing procedures or calculations. It simply clarifies the wording in the City's Code to remove confusion about which months are used to determine the winter average for single-family residential customers. Under the clarified ordinance, the winter average will continue to be based on water usage during November, December, and January, as reflected in the December, January, and February billing periods. Some confusion existed about which months were used to calculate the winter average and when those charges appeared on customer bills. The average usage from these billing periods determines each customer's winter average, which is then applied to sewer billing for a 12-month period beginning in April and ending in March of the following year. For new customers or accounts without an established usage history during those months, a default winter average of 5,600 gallons is applied. This figure reflects the current average winter usage for single-family residential customers within the City of Alvin. This ordinance does not modify the City's existing practice but simply updates the Code to clearly define how the winter average is calculated, providing residents with a clear and accurate understanding of how sewer rates are determined. Staff recommends approval of Ordinance 25-BB.*

Acknowledge receipt of the Quarterly Investment Report as of September 30, 2025.

*The City Charter, along with Texas Government Code 2256.023, requires that the investment officer present to the governing body not less than a quarterly written report on the investment transactions of the City. Chapter 2256 is also referred to as the Public Funds Investment Act and guides investment officers on how to create and modify policies relating to investments, implement internal controls, incorporate ethics, find suitable investment options, complete training and create or present reports including pertinent financial investment data. Attached is the quarterly investment report for the period ending September 30, 2025. The City's investment portfolio as of September 30, 2025, totaled \$151,561,242.15. In summary:*

- \$117,702,003.51 in the investment pool options
- \$33,859,238.64 in the bank depository accounts
- \$1,182,968.15 in interest earned during the quarter
- The City's average yield for the quarter was 3.6259%, while the City's benchmark rate (i.e. 90-day T-Bill) would be between 4.0964% and 4.1963%

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

### **OTHER BUSINESS**

**Consider Ordinance 25-CC, granting consent to the addition of approximately 32.79 acres of land to Brazoria County Municipal Utility District No. 48; approving additional consent conditions; making findings of fact; providing a severability clause; and providing an effective date.**

*On October 18, 2018, the City consented to the creation of Brazoria County Municipal Utility District No. 48 (the "District") by Ordinance No. 18-R. The District was created by an order of the Texas Commission on Environmental Quality on June 14, 2013, and operates pursuant to Chapters 49 and 54 of the Texas Water Code. On or about September 30, 2025, the City of Alvin, Texas received a Petition for Consent to Annex Land into the District from the District and Scarborough Brazoria LLC, a Texas limited liability company, SLD Brazoria LLC, a Delaware limited liability company, Walton Texas, LP, a Texas limited partnership, and Clara Chong, as Special Signatory Co-Trustee, the owners of the land, to include approximately 32.79 acres into the District. Section 54.016 of the Texas Water Code provides that no land within the corporate limits of a city or within the extraterritorial jurisdiction of a city, shall be included within a municipal utility district unless such city grants its written consent to the inclusion of the land within the district. Staff recommends approval.*

Suzanne Hanneman, City Attorney, presented this item before City Council with explanation.

Council member DeKeyzer moved to approve Ordinance 25-CC, granting consent to the addition of approximately 32.79 acres of land to Brazoria County Municipal Utility District No. 48; approving additional consent conditions; making findings of fact; providing a severability clause; and providing an effective date. Seconded by Council member Salter; motion carried with all members present voting Aye.

**Consider Ordinance 25-DD, 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 an effective date; and setting forth other provisions related thereto.**

*On October 8, 2024, the City received a letter from the Director of Transportation Operations for the Texas Department of Transportation (TXDOT), notifying the City of proposed change to the posted speed limit along the SH 35 Bypass during the construction of SH 99 Grand Parkway Segment B-1. TXDOT revised the speed limit based on a Speed Zone Study that they recently conducted. In order for this change to be enforceable, the City must approve an ordinance to amend Chapter 24 Traffic to revise the speed limit. Ordinance 25-DD amends Chapter 24 therefore accomplishing this goal. The speed limit change is as follows:*

- 1. Along SH 35 from Briscoe Canal (0.62 miles) south of FM 2403 (MP 2.95) to the tie in of SH 35 at N. Gordon Street (0.34 miles) north of Victory Lane (MP 10.774) a distance of approximately 6.193 miles, the speed limit shall be 45 MPH during the Texas Department of Transportation's construction project of SH 99 Grand Parkway Segment B-1.*

*It is anticipated that the construction of SH 99 Grand Parkway Segment B-1 will take place July 2026 – July 2031. Staff recommends approval of Ordinance 25-DD.*

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

Council member Moore moved to approve Ordinance 25-DD, 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 an effective date; and setting forth other provisions related thereto. Seconded by Council member Vela; motion carried with all members present voting Aye.

Consider Resolution 25-R-27, designating one representative and one alternate representative to the Houston-Galveston Area Council (H-GAC) General Assembly for 2026.

*HGAC's bylaws provide that each Home Rule City member with a population under 99,999 as of the latest (2020) Federal Census, is entitled to designate one representative and one alternate to serve in the H-GAC General Assembly. The two designees must be elected officials of Alvin's governing body. Each year, the City Council is asked to appoint elected officials to serve as members of this assembly. Appointees are asked to represent the city and county whom they represent at monthly meetings held typically at the HGAC offices in Houston. City Council is tasked with appointing two (2) members of City Council to serve in the 2025 Assembly: one (1) representative, and one (1) alternate.*

Prior year appointments:

2024: Council member Vela (representative); Council member DeKeyzer (alternate)

2023: Council member Vela (representative); Council member Moore (alternate)

2022: Council member Vela (representative); Council member Castro (alternate)

Mayor Adame presented this item before City Council with explanation.

Council member Garivey moved to approve Resolution 25-R-27, designating Council member Martin Vela to serve as the representative and Council member Ashley Davis to serve as the alternate representative on the H-GAC General Assembly for 2026. Seconded by Council member Moore; motion carried with all members present voting Aye.

Consider, if any, requests from individual council members for an item or items to be placed on the upcoming agenda for the next regularly scheduled meeting.

Council member Vela requested a workshop after the first of the new year to discuss shopping carts on city streets.

Council member Vaughn requested Police Chief Lee research Commercial Vehicle inspections and coordination with DPS regarding dump trucks in the City of Alvin.

Council member Salter added to Council member Vela's request for a workshop, suggesting an ordinance requiring new retailers to provide locks for shopping carts.

**REPORTS FROM THE CITY MANAGER**

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

Ms. Dixie Roberts, Assistant City Manager, 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 Vela thanked the Mayor and Council for his reappointment to represent the City of Alvin at H-GAC, stating that this role is important to the region. He also mentioned the upcoming car wash benefiting the Alvin Yellowjackets Lady Jacket Soccer, November 8th from 10:00 a.m. to 2:00 p.m. at Advanced Auto Parts.

Council member Salter encouraged Alvin citizens to share posts on social media regarding local assistance for those in need as we enter the holiday season.

Council member Davis thanked Alvin Police Department for their assistance on Halloween at the Mustang Crossing subdivision with traffic control.

Mayor Adame extended thanks to staff for all the preparation of his State of the City address presented by the Northern Brazoria County Chamber of Commerce.

**ADJOURNMENT**

Mayor Adame adjourned the meeting at 7:39 p.m.

PASSED and APPROVED the 20th of November 2025.

ATTEST:

\_\_\_\_\_  
Gabe Adame, Mayor

\_\_\_\_\_  
Dixie Roberts, City Secretary

## **Quarterly Investment Report – City of Alvin Ended September 30, 2025**

The City of Alvin has 21 accounts based across five different investment institutions (Wells Fargo, TexSTAR, LOGIC, TEXPOOL, and Texas CLASS). A new account was opened at the Texas CLASS institution for bond revenues from the 2025 CO issuance. Any previous accounts closed had remaining funds transferred to the City's consolidated account. The cash investments for the City as of September 30, 2025, totaled \$151,561,242.15. This represents an increase of \$18,343,641.10 compared to the previous quarter's total. However, the exclusion of the bond purchase would result in a decrease in total funds when compared to the previous quarter. The decrease can be attributed to project expenses which increase during the summer months with longer days and better weather. Property tax revenues slowed during Q4 as most citizens have already paid their yearly property tax bill. Additionally, payments are due in August for previously issued bonds. The majority of the City's funds (78 percent) are allocated to various investment pools which offer better interest yields when compared to other alternatives.

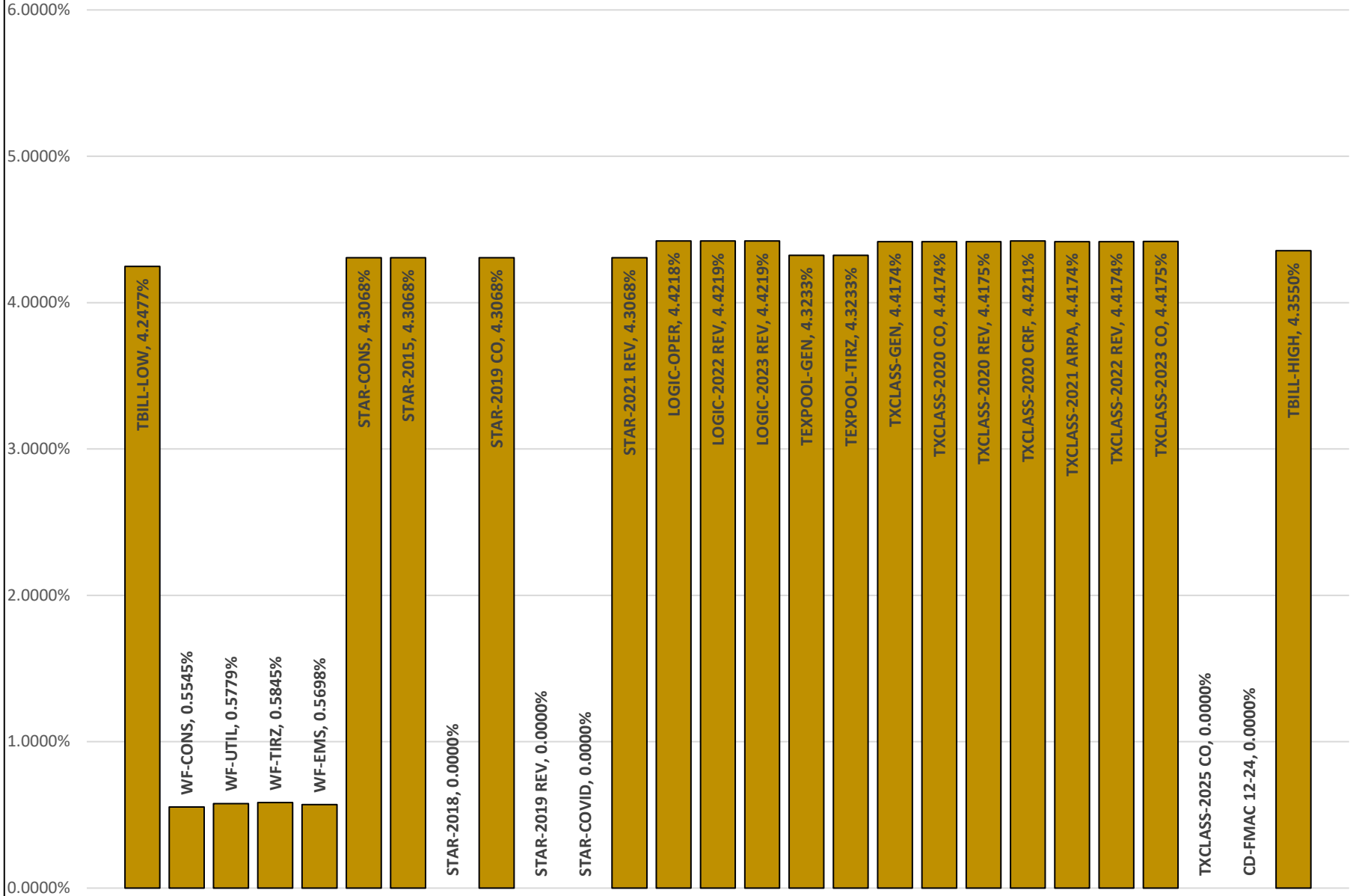
The City uses a benchmark of a 91-day T-Bill to measure the investments of each account. There is a low interest rate and high interest rate used to create a target range based on the actual coupon value and discounted coupon value. For the quarter, many of the investment accounts exceeded the higher benchmark value (4.0964% - 4.1963%). Many of the depository accounts do not approach the benchmark range. 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 officer 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 decreased from the previous quarter to the current. The Federal Reserve lowered the interest rate in September, lowering the benchmark percentages. As the investment pools returned yields above the benchmark before the cuts, the overall quarterly rates for the pools were better than the benchmark rate. This ensures quality interest yields for little risk while the investment pools slowly lower closer to the benchmark high level.

The Weighted Average Maturity (WAM) for the entire portfolio was one (1) day at the end of the quarter. This value signifies higher liquidity as the City has 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.

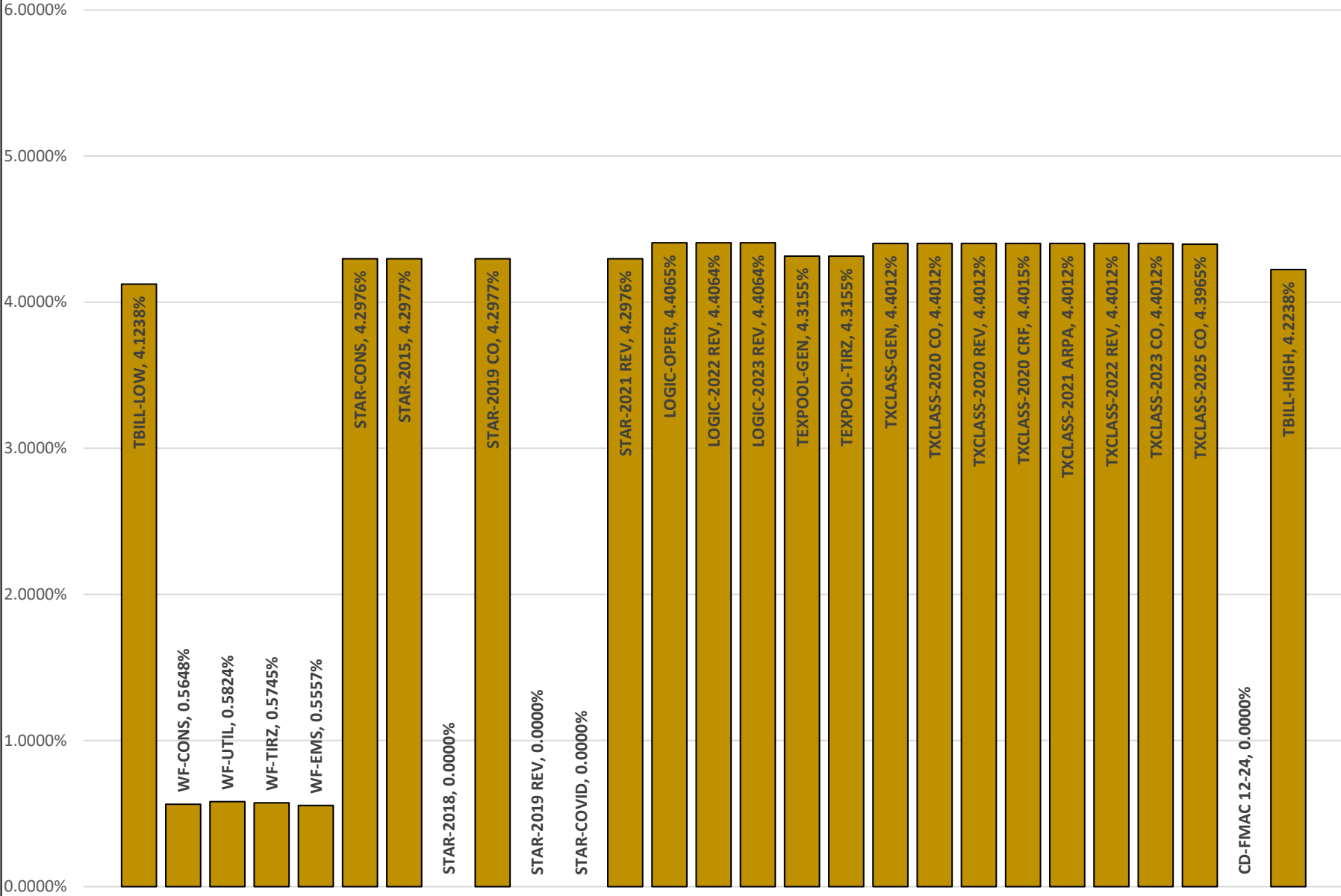
The investment staff is monitoring the market and always looking for potential investments that are safe, have a favorable yield, and allow the City to diversify the investment funds. Any investment method the City uses must maintain at least a AAA rating from one rating agency, so the investment staff 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.



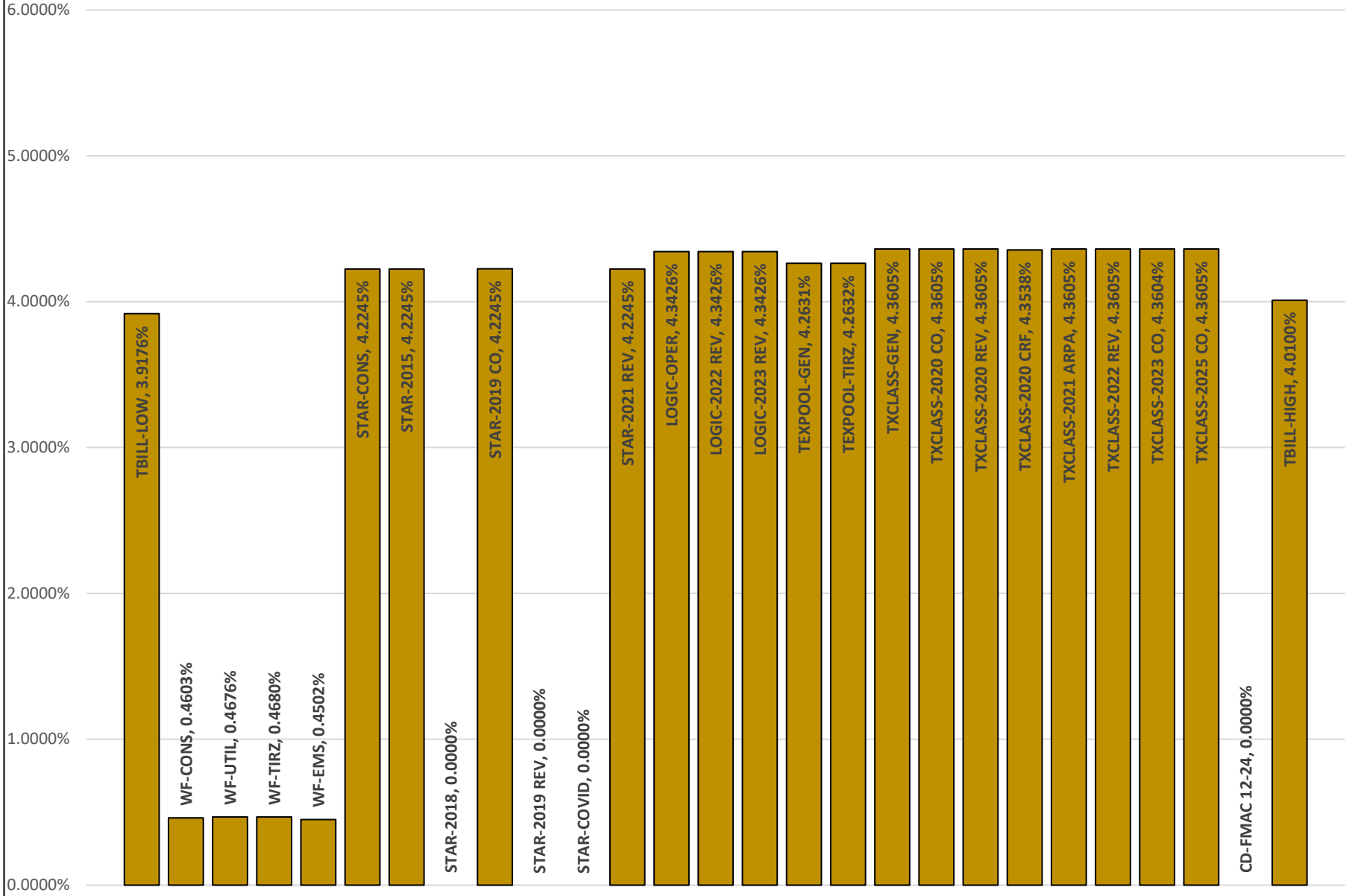
# Interest Rate Comparison - July



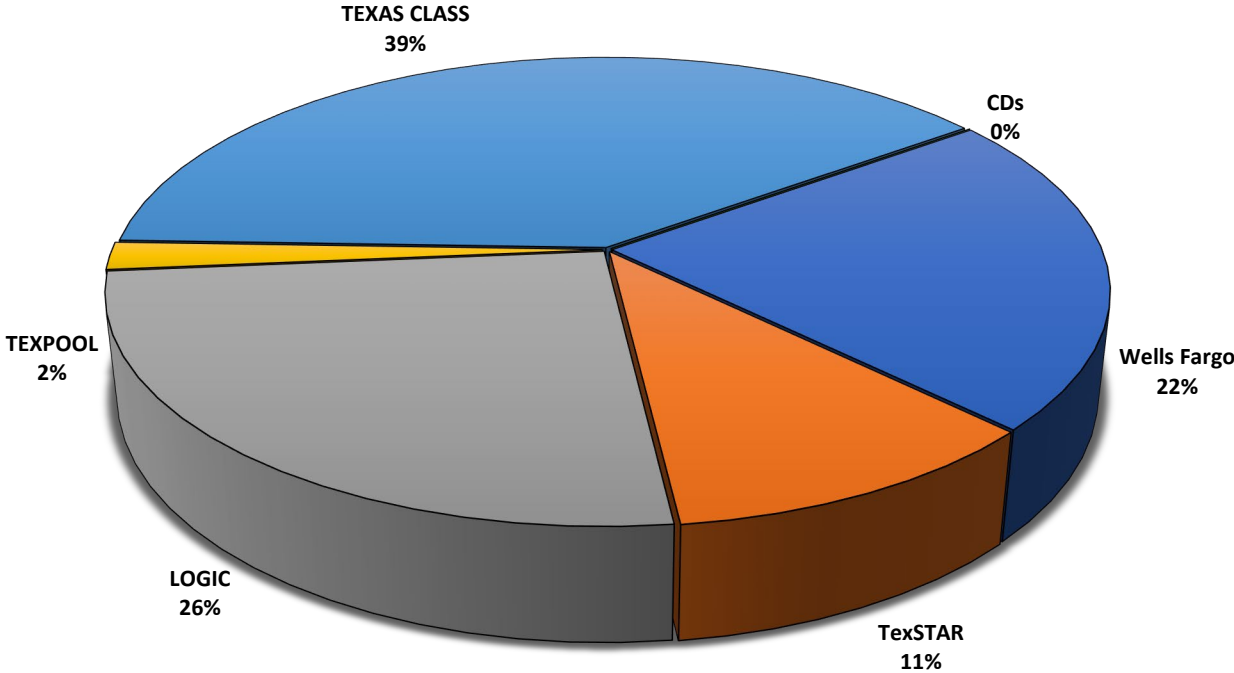
# Interest Rate Comparison - August



# Interest Rate Comparison - September



# Fund Distribution



*Christopher Thomas*

Christopher Thomas, Investment Officer