

**MINUTES
CITY OF ALVIN, TEXAS
302 W. HOUSE STREET
CITY COUNCIL REGULAR MEETING
AND EXECUTIVE SESSION
THURSDAY, AUGUST 6, 2026
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 and Executive Sessions at 7:00 PM in the Council Chambers at Alvin City Annex, with the following members present: Mayor Gabe Adame; Mayor Pro-Tem Keko Moore; Council members: Ashley Davis, Richard Garivey, Meagan DeKeyzer, Scott Salter, Chris Vaughn and Martin Vela.

Staff members present: Junru Roland, City Manager; Dixie Roberts, Assistant City Manager/City Secretary; Mark Swaim, City Attorney; Michael Gibbs, Director of Finance; Dan Kelinske, Parks and Recreation Director; Michelle Segovia, City Engineer; Brandon Moody, Director of Public Services; Paul Chavez, Economic Development Director; Kendall Hunting, Fire Chief, and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Gabe Adame gave the invocation. Council member Moore led the Pledge of Allegiance to the American Flag. Council member Garivey led the Pledge to the Texas Flag.

PRESENTATION

Humane - Annual Departmental Presentation.

Keith Villaloboz, Shelter Manager presented the Annual Humane Departmental update to Council.

PUBLIC COMMENT

Kristina Cox presented comments regarding Alvin MLK Parade.

Jay Rudolph presented comments expressing dissatisfaction regarding actions taken by the Mayor and Council and making various allegations against City staff. He also made several critical and personal remarks during his comments.

CONSENT AGENDA

Consider approval of the July 16, 2026, City Council workshop minutes.

Consider approval of the July 16, 2026, City Council meeting minutes.

Consider the purchase of a Terex Hi-Ranger LT40 Aerial Lift Truck from Terex USA, LLC, in the amount of \$198,000 utilizing the Sourcewell cooperative purchasing program.

An aerial lift bucket truck is a multipurpose piece of equipment that supports the daily operations of several departments. Its primary functions include the installation and maintenance of street signs, traffic signal equipment, and tree trimming operations. In addition to these routine responsibilities, the aerial truck is used to install and remove event banners across Gordon Street and provides elevated access for other departments to perform pole light maintenance, roof inspections and repairs, and flagpole maintenance.

Because it serves multiple departments and fulfills a wide variety of operational needs, the aerial bucket truck is a critical asset for maintaining public infrastructure, supporting community events, and safely completing work at elevated heights. Its versatility reduces the need to rent specialized equipment and enables City staff to respond quickly and efficiently to maintenance needs throughout the community.

The vehicle that is being requested is a 2026 Ford F-550 chassis equipped with a TEREX aerial lift (Terex Hi-Ranger LT40 Aerial Lift Truck) that will be purchased utilizing the Sourcewell cooperative purchasing program. The truck is designed to provide a safe, reliable, and versatile platform for the City's aerial maintenance operations while continuing to support multiple departments.

The Ford F-550 chassis includes the manufacturer's standard warranty consisting of a 3-year/36,000-mile bumper-to-bumper warranty and a 5-year/60,000-mile powertrain warranty. The TEREX aerial equipment is backed by an 18-month warranty covering parts, labor, and workmanship.

providing additional assurance that the specialized aerial system is protected against manufacturing defects.

Replacing the current 2014 Ford F-450 with the new 2026 Ford F-550 will improve reliability, reduce maintenance downtime, and ensure City crews have dependable equipment to safely perform critical tasks, including street sign installation and maintenance, traffic signal repairs, tree trimming, event banner installation, pole light maintenance, roof access, and flagpole maintenance.

If approved, the replacement vehicle is currently in inventory and available for immediate delivery, eliminating the extended lead times typically associated with ordering specialized aerial equipment. Upon delivery of the new unit, the existing 2014 Ford F-450 aerial bucket truck will be sold at auction, with the proceeds returned to the City's Vehicle Replacement Fund to help offset future fleet replacement costs.

Funding for this vehicle was approved by city council in the FY25/26 budget. Staff recommends the purchase of the 2026 Ford F-550 chassis equipped with a TEREX aerial lift (Terex Hi-Ranger LT40 Aerial Lift Truck) to replace the current city-owned 2014 F-450 aerial lift truck.

Consider the purchase of a Scale Computing HC1450 Cluster, HyperCore software licensing, hardware warranty, and related services from Square3 IT through the Harris County Department of Education (HCDE) Cooperative Purchasing Program Contract No. 22/043KN-13 in the amount of \$134,531.43.

The City's existing server infrastructure is approaching the end of its useful life and requires replacement to maintain the reliability, performance, and security of the City's information technology systems. This purchase was included as a budgeted expenditure in the FY2025-2026 Information Technology budget.

Staff is recommending the purchase of a Scale Computing HC1450 Cluster consisting of three (3) servers with HyperCore virtualization software, a three-year software license, three-year hardware warranty, and Zero Downtime Refresh services.

This equipment serves as the backbone of the City's technology infrastructure, hosting the systems that employees rely on every day, including financial management, utility billing, Municipal Court, email, file storage, network services, public safety applications, and other critical business operations. The new server cluster provides built-in redundancy, meaning the three servers work together to keep City systems operating even if one server experiences a hardware failure. It will improve performance, strengthen cybersecurity, enhance disaster recovery capabilities, and reduce the risk of service interruptions.

The equipment and services are being purchased from Square3 IT through the Harris County Department of Education (HCDE) Cooperative Purchasing Program Contract No. 22/043KN-13, satisfying the competitive procurement requirements of the Texas Local Government Code. The total purchase price is \$134,531.43, which includes the hardware, software licensing, warranty, and related services. Staff recommends approval.

Consider the appointment of Crowe LLP as the City's auditing firm for the Fiscal Year ending September 30, 2026; 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 \$67,930 for the City's FY26 financial statement audit, with an additional single audit one program base fee (if required) of \$4,830 for basic procedures and \$6,330 for each major program. A fee of \$5,850 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 will most likely not reach the single audit threshold.

By engaging Crowe for FY26, 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 (FY25) were base audit fee: \$64,966 and for a single audit basic procedure: \$4,600. Staff recommends approval.

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

OTHER BUSINESS

Consider a variance request from the homeowner at 1305 Highland Drive, from Chapter 21- Subdivision and Property Development, Section 21-37 (a), to encroach twenty-two feet, two inches into the twenty-five-foot front building setback for the construction of a carport.

On July 10, 2026, the Engineering Department received a variance request from the homeowner at 1305 Highland Drive, to be permitted to encroach 22.2 feet into the 25-foot front building setback for the construction of a carport. The homeowners are proposing to construct a carport along the front of their home located at 1305 Highland Drive, for reasons outlined in the attached request letter. The carport, as proposed on the attached property survey, will encroach 22.2 feet into the 25' front building setback; however, it will still be approximately 22 feet from the nearest edge of the Highland Drive pavement.

The City Planning Commission approved the variance request unanimously at their meeting on July 28, 2026. Staff recommends approval.

Shana Church, Assistant City Engineer, presented this item before City Council with explanation.

Council member Moore moved to approve the variance request from the homeowner at 1305 Highland

Drive, from Chapter 21- Subdivision and Property Development, Section 21-37 (a), to encroach twenty-two feet, two inches into the twenty-five-foot front building setback for the construction of a carport. Seconded by Council member Vela; motion carried with all members present voting Aye.

Consider Ordinance 26-N, an ordinance amending Chapter 21, “Subdivisions and Property Development,” of the Code of Ordinances of the City of Alvin, Texas, by amending section 21-4, “Variances,” to establish a procedure for the consideration of setback variances by the Planning Commission with appeal to the City Council; providing a Repealer Clause; providing a Severability Clause; providing a Penalty; providing for publication; and providing an effective date.

On March 5, 2026, the City Council requested that Staff draft an amendment to Chapter 21 Subdivisions and Property Development that would allow for minor variances to the building setback requirements to be considered by the City Planning Commission. Staff drafted the amendment to the ordinance and presented it to the Planning Commission on July 28, 2026, for their consideration. The Planning Commission voted unanimously to approve the amendment to the ordinance as proposed.

Approval of Ordinance 26-N amends Section 21-4 Variances as follows:

Adds a process for individuals to request a variance to the setback requirements that are included in Chapter 21 Subdivisions and Property Development. The process would allow setback variances to be considered by the Planning Commission without having to go to the City Council for final approval. The City Council would become the appellate body for these types of variances. General variances to Chapter 21 would still follow the existing variance process.

Staff recommends approval of Ordinance 26-N.

Shana Church, Assistant City Engineer, presented this item before City Council with explanation.

Council member Davis moved to approve Ordinance 26-N, amending Chapter 21, “Subdivisions and Property Development,” of the Code of Ordinances of the City of Alvin, Texas, by amending section 21-4, “Variances,” to establish a procedure for the consideration of setback variances by the Planning Commission with appeal to the City Council; providing a Repealer Clause; providing a Severability Clause; providing a Penalty; providing for publication; and providing an effective date. Seconded by Council member Moore; motion carried with all members present voting Aye.

Consider Resolution No. 26-R-26, ratifying the City Manager's appointment of Aylissa Manjang to the City of Alvin Civil Service Commission, Place Three (3), to serve the remainder of the unexpired term through December 31, 2026, and thereafter for a three (3) year term expiring December 31, 2029; 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.*

On June 4, 2026, City Council accepted the resignation of John Burkey, Place 3, (term expires 12/31/26) resulting in a vacancy on the Commission. The City received 4 applications.

After conferring with Police Chief Robert Lee, it is my recommendation to appoint Aylissa Manjang to serve the remainder of the unexpired term through December 31, 2026, and thereafter for a three (3) year term on the Civil Service Commission through December 31, 2029.

Staff recommends the approval of Resolution 26-R-26.

Aylissa Manjang was in attendance and addressed City Council regarding her desire to serve.

Council member Moore moved to approve Resolution No. 26-R-26, ratifying the City Manager's appointment of Aylissa Manjang to the City of Alvin Civil Service Commission, Place Three (3), to serve the remainder of the unexpired term through December 31, 2026, and thereafter for a three (3) year term expiring December 31, 2029; and setting forth other provisions related thereto. Seconded by Council member Garivey; motion carried with all members present voting Aye.

Discuss and take a record vote to propose an ad valorem tax rate of \$0.700635 per \$100 of assessed valuation for Tax Year 2026 (Fiscal Year October 1, 2026 - September 30, 2027), which exceeds the No New Revenue Rate, to be considered for adoption at a future meeting.

The tax rate adoption process consists of the comparison of four (4) rates: the No New Revenue Rate, the Voter Approval Rate, the De Minimis Rate and the City's Proposed Tax Rate.

The No New Revenue Rate (\$0.660463) per \$100 of assessed valuation) is a hypothetical benchmark tax rate. It is used to calculate the total tax rate needed to raise the same amount of property tax revenue from the same properties on the tax roll in both the 2025 tax year (FY26) and the 2026 tax year (FY27).

The Voter Approval Rate (\$0.818411) per \$100 of assessed valuation) is the highest tax rate that the City may adopt without voter approval and requires an election (petition or mandatory) to go above the voter approval rate.

The De Minimis Rate (\$0.721874) per \$100 of assessed valuation) is a hypothetical benchmark tax rate that will generate \$500,000 more in property tax revenues on properties on the tax roll in 2025 tax year and 2026 tax year, as well as pay the annual principal and interest on bonds and other debt secured by property tax revenues.

The Proposed Tax Rate (\$0.700635 per \$100 of assessed valuation) is the rate proposed to generate property tax revenues to be used for the general maintenance and operational costs of providing City services and paying the annual principal and interest on bonds and other debt secured by property tax revenues.

According to the Local Government Code, when a city initially proposes a tax rate that exceeds the lower of the Voter Approval Rate or the No New Revenue Rate, the city council must vote to place a proposal to adopt the proposed rate on the agenda of a future meeting as an action item. If the motion passes, the governing body must schedule one public hearing on the City's proposed tax rate.

For FY27, staff is proposing a tax rate of \$0.700635 per \$100 of taxable assessed valuation. Because the City's Proposed Tax Rate exceeds the No New Revenue Rate and is less than the Voter Approval Rate, one (1) public hearing is required to be held before adopting a tax rate. This public hearing is scheduled for September 3, 2026, at 7:00 p.m.

The City Council will consider adopting the City's "final" tax rate at the regular meeting of the City Council on September 3, 2026, at 7:00 p.m.

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

Council member Vela moved to propose an ad valorem tax rate of \$0.700635 per \$100 of assessed valuation for Tax Year 2026, to be considered for adoption at a future meeting. Seconded by Council member Moore; motion carried with all members present voting Aye.

Consider setting one (1) public hearing concerning the proposed tax rate for Thursday, September 3, 2026, at 7:00 p.m., in the City Council Chambers, City Annex Building, 302 W. House Street, Alvin, Texas.

The City's proposed tax rate exceeds the No New Revenue tax rate but is less than the Voter Approval Rate. As a result, the Local Government Code requires City Council to set (1) public hearing on the proposed tax rate.

The City Council will consider adopting the final tax rate at the regular meeting of the City Council on September 3, 2026, at 7:00 p.m.

Council member Garivey moved to set a public hearing concerning the proposed tax rate for Thursday, September 3, 2026, at 7:00 p.m., in the City Council Chambers, City Annex Building, 302 W. House Street, Alvin, Texas. Seconded by Council member Vela; motion carried with all members present voting Aye.

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

No items were requested by any Council members to be placed on the upcoming agenda.

REPORTS FROM THE CITY MANAGER

Items of Community Interest and/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 Salter announced that the Alvin Volunteer Fire Department is accepting volunteer applications for the next 90 days. Information and the application are available through the Fire Department's Facebook page.

EXECUTIVE SESSION

Mayor Adame called for executive session at 7:36 p.m. in accordance with the following:

Section 551.074 of the Texas Government Code: Deliberation on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

RECONVENE TO OPEN SESSION

Mayor Adame reconvened the meeting to open session at 8:16 p.m.

Consider and take possible action on matters discussed in Executive Session.

No action was taken.

ADJOURNMENT

Mayor Adame adjourned the meeting at 8:16 p.m.

PASSED and APPROVED the 20th of August 2026.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary