MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
REGULAR CITY COUNCIL MEETING
THURSDAY DECEMBER 16, 2021
7:00 P.M.

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in Regular at 7:00 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn; Mayor Pro-Tem Martin Vela; Councilmembers: Gabe Adame, Keko Moore, Joel Castro, Glenn Starkey, Richard Garivey, and Chris Vaughn**.**

Staff members present: Junru Roland, City Manager; Suzanne Hanneman, City Attorney; Dixie Roberts, City Secretary; Dan Kelinske, Parks and Recreation Director; Ron Schmitz, EMS Director/EM Coordinator; Brandon Moody, Director of Public Services and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Virgilio Davis, with First Methodist of Alvin, gave the invocation. Council member Castro led the Pledge of Allegiance to the American Flag. Council member Vela led the Pledge to the Texas Flag.

PRESENTATIONS

Departmental Presentation – Alvin Volunteer Fire Department.
Fire Chief, Rex Klesel presented the departmental update for the Alvin Volunteer Fire Department.

PUBLIC COMMENT

Mike Carter presented comments regarding desired quiet zones in Alvin.

CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION

Consider approval of the December 2, 2021, City Council Workshop meeting minutes.

Consider approval of the December 2, 2021, City Council Regular meeting minutes.

Accept resignation from Senior Citizens Board member, Beverly Kimbrough.

Consider the purchase of one new ambulance, replacing Unit #754, and purchase one chassis for remount, replacing Unit #830, out of the City's Vehicle Replacement Program, from Frazer, Ltd. through the Houston-Galveston Area Council Cooperative Purchasing Program, in a total amount not to exceed $355,046.
Ambulance Unit#754 is a 2011 Ford Van with 87,000 miles that was originally purchased for non-emergency transports. It currently serves as a reserve ambulance due to its limited space and capability. Our intent is to replace it with a new full size modular ambulance.

Ambulance Unit#830 is a 2015 Ford F350 chassis with 243,000 miles. It is a modular unit which allows us to "remount" the current box onto a new chassis. This remount process provides for updates and refurbishing of our existing box and mounting on to a new chassis at much lower cost than an entire new Unit.

Both vehicles are budgeted in the vehicle replacement as approved in the FY21-22 budget. The budgeted amount for #754 is $185,805 and #830 is $178,408 for a total budget of $364,213. Build times for the ambulances are approximately 8 to 10 months. Check will be made payable to Mac Haik Dodge.

Unit#754 – New Box/Chassis	*$201,155.00*
Unit#830 – Remount Box/New Chassis	*$153,891.00*
Grand Total	*$355,046.00*

Consider an award of bid to Petroleum Traders, for the purchase of fuel for City vehicles and equipment for FY22, with the option to extend for one (1) year with the same terms and conditions; and authorize the City Manager to sign the Contract upon legal review.

Motor Vehicle & Equipment Fuel bid is used to supply the City of Alvin personnel fuel for City vehicles and equipment. In past years, Petroleum Traders has been awarded the City's fuel bid and provided excellent service. Petroleum Traders fulfilled all requirements set forth in the contract, and all references have been checked and meet industry standards.

Pricing will be based on daily rack pricing of when the fuel is ordered and will be supplied to the City for plus or minus rack pricing for that day. How rack pricing works:

Oil Price Information Service (OPIS) "freezes" supplier prices and averages by rack at key time intervals throughout the day so buyers and sellers of fuel can index their purchases to an unbiased, third-party price frozen at a fixed point in time. The averages are stored in OPIS's TimeSeries database so customers can easily settle disputes any time by retroactively looking up the frozen averages. These averages are in gross and net formats and appear daily in the various OPIS email, FTP, and WebRack reports. The benchmarks include lows, highs and averages for all suppliers as well as branded and unbranded lows, highs and averages

On November 16, 2021, bids were opened, and Petroleum Traders was the lowest bidder. Staff recommends awarding the FY22 fuel bid to Petroleum Traders. Upon Council approval, an award letter will be sent to the vendor and city departments.

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

OTHER BUSINESS

Consider Ordinance 21-X, granting consent to the creation of Brazoria County Municipal Utility District Number 89; containing various provisions related to the foregoing subject; and making certain findings related thereto.

On November 1, 2021, the City received a Petition for Consent to the Creation of a Municipal Utility District from Ann Burkhart Danz, as Trustee of the Charles W. Burkhart Sr. Trust, for 205.990 acres of land, more or less, all of which is located within the extraterritorial jurisdiction of the City of Alvin, Texas.

The Developer proposes to develop this land for single family residential and claims that there is not now available within the area an adequate waterworks system, sanitary sewer system, or drainage and storm sewer system. Petitioner states that a public necessity exists for the creation of the District to provide for such systems to promote the purity and sanitary condition of the State's waters and the public health and welfare of the community. The landowner has consented to conditions, which are attached to the Ordinance as Exhibit B. These conditions will ensure the approval by the City of all plans and specifications for the construction of certain water, sewer and drainage infrastructure facilities, the sale of bonds, and the coordination and allocation of projects.

Suzanne Hanneman, City Attorney, and Randy Hall from Cove Matrix Development both presented this item before Council with explanation.

Council member Starkey moved to approve Ordinance 21-X, granting consent to the creation of Brazoria County Municipal Utility District Number 89; containing various provisions related to the foregoing subject; and making certain findings related thereto. Seconded by Council member Adame; motion carried with all members present voting Aye.

<u>Consider Resolution 21-R-35, establishing amending the second public hearing date for the annexation of 193.55 acres, more or less, parcel of land located along State Highway 288 and FM 1462, in Brazoria County, Texas, from Thursday, January 13, 2022, to Tuesday, January 11, 2022.</u>
On December 2, 2021, Council accepted the petition for annexation of approximately 193.55 acres of land along State Highway 288 and FM 1462, and set public hearings for January 6, 2022, and January 13, 2022. However, Tuesday, January 11, 2022, is more convenient for scheduling purposes. Therefore, the special meeting will instead be called for Tuesday, January 11, 2022, for the second public hearing.

Staff recommends approval of Resolution 21-R-35.

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

Council member Adame moved to approve Resolution 21-R-35, amending the second public hearing date for the annexation of 193.55 acres, more or less, parcel of land located State Highway 288 and FM 1462, in Brazoria County, Texas, from Thursday, January 13, 2022, to Tuesday, January 11, 2022. Seconded by Council member Starkey; motion carried with all members present voting Aye.

<u>Consider awarding a bid (RFP 21-01 Debris Monitoring, Recovery, and Other Related Services) to Tetra Tech, Inc., as the primary, and DebrisTech, LLC, as the secondary for debris monitoring services for response in an emergency event for a period of five (5) years, with an option to extend for one (1) additional five-year term; and authorize the City Manager to sign the Agreement upon legal review.</u>
The current agreement for debris monitoring with True North Emergency Management was originally approved by City Council on May 19, 2011, utilizing the public bid process. The contract provided for an initial five (5) years with an option to renew, upon mutual consent, for an additional five (5) years. City Council approved the second and final five (5) years of the contract on July 7, 2016, which will expire on December 31, 2021. During the previous ten (10) years, True North was activated once in 2017 after Hurricane Harvey.

The decision to activate this contract during the five or ten-year duration is based on "Notice to Proceed" made by the City of Alvin to the monitoring company for the purpose of ensuring that the entire debris removal, hauling, and disposal process is done properly and expeditiously and is eligible for reimbursement under Federal Emergency Management Agency (FEMA) Public Assistance program and the Texas Division of Emergency Management (TDEM) guidelines.

RFP-21-01 Debris Monitoring, Recovery, and Other Related Services opened on December 7, 2021, and was advertised on November 21, 2021, and November 28, 2021. A non-mandatory pre-proposal meeting was held on November 30, 2021, and changes related to bid numbering, Exhibit "B" Fee Schedule, and Proposal Requirements and Response Format within the original Request for Proposals (RFP) were posted as Addenda on December 1, 2021. No representatives from the proposals submitted attended the non-mandatory meeting.

The City received proposals by the deadline from DebrisTech, LLC, Tetra Tech, Inc., Disaster Program and Operations, Inc., and Rostan Solutions, LLC, were evaluated at length, using the criteria outlined in Section C on page 14 of the Request for Proposals (RFP). The evaluation team consisted of Brandon Moody, Director of Public

Services, Dan Kelinske, Parks & Recreation Director, Ron Schmitz, EMS Director/EMC, and Todd Arendell, Police Captain/Assistant EMC.

A secondary company is being recommended for an award of bid in the event the primary contractor is unavailable due to other contractual obligations stemming from the effects of a recent disaster.

Staff recommends awarding a five (5) year agreement with a renewal option for an additional five (5) years to Tetra Tech, Inc., as the primary, and DebrisTech, LLC, as the secondary for debris monitoring, recovery, and other related services.

Brandon Moody, Director of Public Services and Ron Schmitz EMS Director/EM Coordinator, both presented this item before Council with explanation.

Council member Adame moved to approve awarding RFP 21-01 Debris Monitoring, Recovery, and Other Related Services agreement to Tetra Tech, Inc., as the primary, and DebrisTech, LLC, as the secondary for debris monitoring services for response in an emergency event for a period of five (5) years, with an option to extend for one (1) additional five (5) year term; and authorize the City Manager to sign the Agreement upon legal review. Seconded by Council member Starkey; motion carried with all members present voting Aye.

Consider awarding a bid (RFP 21-02 Debris Removal Services) to CrowderGulf as the primary, and Ceres Environmental Services, Inc., as the secondary for debris removal services for response in an emergency event for a period of five (5) years, with an option to extend for one (1) additional five (5) year term; and authorize the City Manager to sign the Agreement, upon legal review.
The current agreement for debris removal with CrowderGulf was originally approved by City Council on May 19, 2011, utilizing the public bid process. The contract provided for an initial five (5) years with an option to renew, upon mutual consent, for an additional five (5) years. City Council approved the second and final five years of the contract on July 7, 2016, which will expire on December 31, 2021. During the previous ten years, CrowderGulf was activated once in 2017 after Hurricane Harvey.

The decision to activate this contract during the five or ten-year duration is based on "Notice to Proceed" made by the City of Alvin to the debris removal company in response to maintaining public health, safety, and well-being during the response to an emergency.

RFP-21-02 Debris Removal Services opened on December 7, 2021, and was advertised on November 21, 2021, and November 28, 2021. A non-mandatory pre-proposal meeting was held on November 30, 2021, and changes pertaining to Quantity Measurement and Performance Bond within the original Request for Proposals (RFP) were posted as Addenda on December 1, 2021. Representatives from Ceres, Crowder Gulf and Ashbritt, Inc attended the non-mandatory meeting.

The City received proposals by the deadline from Custom Tree Care, Inc., DRC Emergency Services, CrowderGulf, Ceres Environmental Services, Inc., and DJ Enterprises were evaluated at length, using the criteria outlined in Section C on page 40 of the Request for Proposals (RFP). The evaluation team consisted of Brandon Moody, Director of Public Services, Dan Kelinske, Parks & Recreation Director, Ron Schmitz, EMS Director/EMC, and Todd Arendell, Police Captain/Assistant EMC.

To determine the cost of services, staff used unit price of each category rather than total cost of estimated quantities. Staff felt this method identified the best cost/value ratio because of the varying degree in quantity and variety of debris during an actual activated response. In addition, items 6, 7 and 9 of the price proposals were not considered as part of the cost evaluation. These categories are direct costs to the City, driven primarily by the disposal site/landfill rather than the debris removal contractor.

A secondary company is being recommended for an award of bid in the event the primary contractor is unavailable due to other contractual obligations stemming from the effects of a recent disaster.

Staff recommends awarding a five (5) year contract with a renewal option for an additional five (5) years to CrowderGulf as the primary and Ceres as the secondary for debris removal services.

**this is separate and unrelated to the waste services contract with Texas Pride*

Brandon Moody, Director of Public Services and Ron Schmitz EMS Director/EM Coordinator, both presented this item before Council with explanation.

Council member Castro moved to awarding RFP 21-02 Debris Removal Services agreement to CrowderGulf as the primary, and Ceres Environmental Services, Inc. as the secondary for debris removal services in response to an emergency event for a period of five (5) years, with an option to extend for one (1) additional five (5) year term; and authorize the City Manager to sign the Agreement upon legal review. Seconded by Council member Vaughn; motion carried with all members present voting Aye.

<u>Consider Resolution 21-R-36, confirming and ratifying the appointment of the following members for a term of two (2) years to the Board of Directors for the City of Alvin Reinvestment Zone Number Two, and the Kendall Lakes TIRZ Redevelopment Authority Board for terms expiring December 31, 2021: Position #1 Lindsey Vaughn, Position #3 Alfred Froberg, Position #7 Ron Mercer, and Position #9 Ricky Kubeczka; and reappointing Ricky Kubeczka as the chair of the TIRZ and the Authority Board through December 31, 2022</u>

The Kendall Lakes Tax Increment Reinvestment Zone (TIRZ) was created in 2005 to assist in the development of Kendall Lakes, a residential, commercial, and industrial area on the north side of the City of Alvin. There is a tax increment that is used for providing the needed infrastructure for the site through the ability of using bond proceeds. The TIRZ Authority and Board have the responsibility to develop policies that ensure good quality development for this site. TIRZ board members serve staggered even and odd year terms. Those positions up for re-appointment are Position #1 held by Lindsey Vaughn, Position #3 held by Alfred Froberg, Position # 7 held by Ron Mercer and Position #9 held by Ricky Kubeczka. All members have consented to continue their service for another two (2) year term. The Chair of both the Board and Authority is Ricky Kubeczka and this position is reappointed each year. Staff recommends the current directors be reappointed in their respective terms that would expire December 31, 2021, and that Ricky Kubeczka be re-appointed as the Chair of both the TIRZ and Authority Boards.

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

Council member Castro moved to approve Resolution 21-R-36, confirming and ratifying the appointment of the following members for a term of two (2) years to the Board of Directors for the City of Alvin Reinvestment Zone Number Two, and the Kendall Lakes TIRZ Redevelopment Authority Board for terms expiring December 31, 2021: Position #1 Lindsey Vaughn, Position #3 Alfred Froberg, Position #7 Ron Mercer, and Position #9 Ricky Kubeczka; and reappointing Ricky Kubeczka as the chair of the TIRZ and the Authority Board through December 31, 2022. Seconded by Council member Adame; motion carried with all members present voting Aye.

<u>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.</u>
No items presented.

<u>REPORTS FROM CITY MANAGER</u>
<u>Items of Community Interest and review preliminary list of items for next Council meeting.</u>

Mr. Junru Roland announced items of community interest; and he reviewed the preliminary list for the January 6, 2022, City Council Meeting

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

Council member Vela wished everyone a Merry Christmas.

Council member Adame discussed the Toy Drive at Scopel Square scheduled for December 17th featuring Junior Gordon Band.

Council member Starkey wished Junru Roland, City Manager, a Happy Birthday and gave some safety tips for the Christmas Season.

EXECUTIVE SESSION
Mayor Horn called for an executive session at 7:41 p.m. in accordance with the following:

City Council will meet in Executive Session pursuant to the Texas Government Code: **Section 551.071(1) (A-B)**: Consultation with City Attorney regarding pending or litigation or settlement: pending litigation update.

RECONVENE TO OPEN SESSION
Mayor Horn reconvened the meeting into open session at 8:06 p.m.

ADJOURNMENT
Mayor Horn adjourned the meeting at 8:06 p.m.

PASSED and APPROVED the 6th day of January 2022.

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Paul A. Horn, Mayor

ATTEST: ________________________
Dixie Roberts, City Secretary