

CITY OF ALVARADO
County of Johnson
State of Texas
01/22/2025
City Council Minutes

The City Council of the City of Alvarado met in Regular Called Session on Wednesday, January 22, 2025, at 6:30 p.m. The following were present for roll call:

Name	Title	Present	Absent	Excused
Jacob Wheat	Mayor	X		
Carrie Keeton	Council Ward 1	X		
Beverly Short	Council Ward 1	X		
Lydia Moon	Mayor Pro-Tem Ward 2	X		
Cherry Bryant	Council Ward 2	X		
Scott Arthur	Council Ward 3	X		
Kevin Thomas	Council Ward 3	X		

Others Present:

Paul DeBuff	City Manager
Beth A Walls	City Secretary
Laura Cox	Chief Financial Officer
Ashley Dierker	City Attorney
Donielle Suber	Director of Administrative Services
Justin French	Community Development Director
Hillary Cromer	Economic Development Director
John Rodgers	Fire Chief
Brad Hargrove	Assistant Fire Chief
Teddy May	Police Chief
Mike Dwiggins	Public Works Director
Gus Chavarria	City Engineer

Mayor Jacob Wheat called the meeting to order at 6:36 p.m. and Council Member Kevin Thomas gave the invocation.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS:

Jameye Jones- Upcoming events.

COUNCIL COMMENTS:

None.

INTRODUCTION TO NEW EMPLOYEES:

Brayden Mercer- PTO Police Officer

Jason Spears- Police Officer

Gus Chavarria – City Engineer

Anthony Tucker- Park Superintendent

CONSENT AGENDA:

- 1. Consideration and action to approve minutes from the 12/16/2024 Regular City Council Meeting.**
- 2. Consideration and action to approve Resolution No. R2025-0002, authorizing continued participation with the Oncor Cities Steering Committee and authorizing payment.**
- 3. Consideration and action to approve designation of Chief Teddy May to perform the duties of the City Manager in the event of the absence or disability of the City Manager per Section 5.06 of the City Charter.**

Motion was made by Lydia Moon and seconded by Carrie Keeton to approve the consent agenda as amended.

This motion supported 6 votes in approval and 0 votes opposed. Motion carried.

ITEMS PULLED FROM CONSENT:

- 4. Consideration and action to approve Resolution No. R2025-0001, calling the May 2025 General Election and approving the Election Agreement between the City of Alvarado, Texas, and Johnson County, Texas.**

In odd-numbered years, the Johnson County Elections Administration Office oversees the City of Alvarado's election. The contract with the County outlines potential costs, but the amount paid after the election is typically lower.

In 2023, the estimated cost was \$22,228, but the final cost was \$9,440 due to the Charter Election, which involved both ward and at-large elections, leading to higher ballot printing costs. In 2024, the cost was just over \$10,000 for an election with one ward and a Street Maintenance Sales Tax. For the 2025 election, only two wards are up for election, and the cost is expected to be much lower than the \$10,000 approved in the 2024-25 budget.

Motion was made by Beverly Short and seconded by Cherry Bryant to approve Resolution R2025-0001, calling the May 2025 General Election and approving the Election Agreement between the City of Alvarado, Texas, and Johnson County, Texas.

This motion supported 4 votes in approval and 2 votes in opposition. Motion carried.

5. Consideration and action to approve Resolution No. R2025-0003, authorizing the City Manager to act on behalf of the City of Alvarado and approving the City's participation in the Recreational Trails Grant Program.

The TPWD grant offers up to \$300,000 with a 20% match requirement for constructing new recreational trails, improving existing trails, developing trailheads or trailside facilities, and acquiring trail corridors. Applications are due by February 3, 2025, with award announcements in May 2025. If the City of Alvarado is awarded the grant, funds will be used primarily for designing and constructing a trail system in Pecan Orchard. Council approval is required to apply for the grant. The financial impact depends on the awarded amount, with the City needing to match 20% of the grant (up to \$60,000 if the full \$300,000 is awarded).

Motion was made by Lydia Moon and seconded by Beverly Short to approve Resolution 2025-0003, authorizing the City Manager to act on behalf of the City of Alvarado and approving the City's participation in the Recreational Trails Grant Program.

This motion supported 6 votes in approval and 0 votes opposed. Motion carried.

REGULAR BUSINESS:

6. Consideration and action to approve Ordinance No. 2025-0001, authorizing restrictive prior service credit for employees who are members of the Texas Municipal Retirement System.

Mr. Anthony Mills, Director of Education Services for the Texas Municipal Retirement System, presented information to the City Council about Restricted Prior Service Credit (RPSC) and its impact on employees and the city. RPSC helps employees reach vesting and retirement eligibility sooner by counting their service time without providing any monetary credit (no buyback). To be eligible for RPSC, the City of Alvarado must adopt an ordinance, which it currently has not done.

Employees can qualify for RPSC if they have previous full-time employment with certain entities, including federal or state agencies, public authorities, law enforcement, and certain statewide retirement systems.

Motion was made by Lydia Moon and seconded by Scott Arthur to approve Ordinance No. 2025-0001, authorizing restrictive prior service credit for employees who are members of the Texas Municipal Retirement System.

This motion supported 6 votes in approval and 0 votes opposed. Motion carried.

- 7. Consideration and action to award the bid for Davis Avenue wastewater gravity line construction and authorize the City Manager to negotiate and execute a contract.**

No action taken.

- 8. Consideration and action to authorize the City Manager to enter into a License Agreement with BNSF Railway Company for the installation, maintenance, and use of a 24-inch sanitary sewer pipeline.**

No action taken.

- 9. Consideration Workshop and discussion on the Downtown Alvarado TIRZ #3.** Joanne Sloan from MuniCap, Inc. provided Council an explanation of the purpose of a TIRZ and what area of City the proposed TIRZ #3 would include.

No action required.

- 10. Public Hearing, consideration, and action to approve Ordinance No. 2025-0003, establishing the Downtown Alvarado TIRZ #3, including its boundaries, termination date, and other terms as presented.**

MAYOR WHEAT OPENED THE PUBLIC HEARING AT 7:26 P.M. AND CLOSED THE PUBLIC HEARING AT 7:42 P.M.

- Barron Blakney, responding to comments made by Council during the TIRZ workshop, expressed his concern that if Council did not approve the TIRZ there would be no way to hold the City accountable to be putting tax dollars aside for downtown revitalization and infrastructure. He feels in talking to citizens that there is a desire to see something happening and so he favors the TIRZ being created.
- Jameye Jones also felt that by having a TIRZ, it provides accountability.
- Council Member Kevin Thomas stated that he has lived in Alvarado his whole life and that one of his goals in serving the community is to improve the downtown.

Motion was made by Cherry Bryant and seconded by Kevin Thomas to approve Ordinance No. 2025-0003, establishing the Downtown Alvarado TIRZ #3

This motion supported 5 votes in approval, 2 members (Wheat and Keeton) abstaining and 0 votes opposed. Motion carried.

11. Workshop and discussion on Alvarado's temporary downtown overlay.

regarding recommendations from the Alvarado Planning and Zoning Commission on a proposed temporary downtown overlay during their January 16, 2025 workshop. The recommendations include waiving Special Use Permit (SUP) fees in the downtown area and prohibiting the use of shipping containers in the downtown, with an exception. The exception allows stores that receive delivery containers for inventory to use shipping containers for up to 3 days per month within a 30-day period.

No Action Taken.

12. Workshop and discussion on amending Chapter 8, "Buildings and Building Regulations," of the Alvarado Code.

City Council goals for fiscal years 2024 and 2025 include downtown revitalization and increased code enforcement. A consultant has recommended a vacant buildings ordinance and a modified version of this ordinance for comparison that omits an annual registration fee and proof of insurance. Council directed staff to present the ordinance with the modification.

No Action Required

13. Consideration and action to approve Ordinance No. 2025-0004, amending Chapter 8, "Buildings and Building Regulations," of the Alvarado Code by adopting a new Article VI, "Vacant Buildings," defining terms; providing requirements, procedures, and fees for the registration and inspection of vacant buildings in the City of Alvarado, Texas.

Motion was made by Lydia Moon and seconded by Kevin Thomas to approve the modified version of Ordinance No. 2025-0004, amending Chapter 8, "Buildings and Building Regulations," of the Alvarado Code by adopting a new Article VI, "Vacant Buildings."

This motion supported 5 votes in approval, 2 members (Wheat and Keeton) abstaining and 0 votes opposed. Motion carried.

14. Consideration and action to approve Ordinance No. 2025-0002, amending the City's Master Fee Schedule.

On December 16, 2024, the City Council tabled action on proposed fee schedule changes to allow more time for reviewing specific fees. On June 17, 2024, the Council approved site development user fees prepared by Willdan Financial Services to address immediate needs, with the understanding that Willdan would return to update all other fees using the same methodology. Many of the City's fees, as analyzed in Willdan's study, have not been updated in a long time and need revision, except for building permit fees, which staff proposes to base on market rates rather than cost recovery alone. Building permit fees are not mandated by the State of Texas to only recover costs and can generate additional revenue for the City's general fund. The Council also requested amendments to the fee schedule, including removing fees for pet registration and voluntary animal surrender and clarifying that fees for temporary signs only apply if the sign is off-premise.

Motion was made by Lydia Moon and seconded by Carrie Keeton to approve Ordinance No. 2025-0002 as amended.

This motion supported 5 votes in approval and 1 vote opposed. Motion carried.

MAYOR WHEAT DECLARED COUNCIL TO BE IN EXECUTIVE SESSION AT 9:03 P.M. AND RECONVENED TO REGULAR SESSION AT 9:09 P.M.

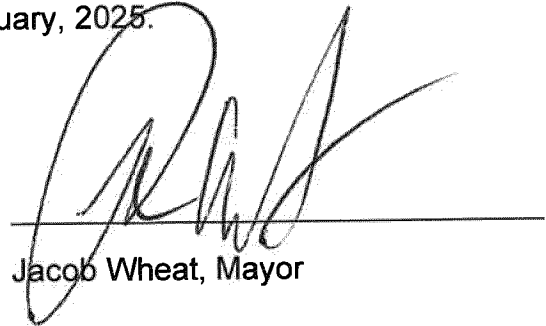
15. Discussion, consideration, and action to approve an Interlocal Agreement between the City of Alvarado, Texas, and Valor Homes, and to authorize the City Manager to negotiate and execute the agreement based on terms discussed in Executive Session.

Motion was made by Lydia Moon and seconded by Beverly Short to approve an Interlocal Agreement between the City of Alvarado, Texas, and Valor Homes, and to authorize the City Manager to negotiate as discussed in executive session.

This motion supported 6 votes in approval and 0 votes opposed. Motion carried.

There being no further business, Mayor Wheat adjourned the meeting at 9:10 P.M.

Passed and approved this the 17th day of February, 2025.



Jacob Wheat, Mayor

Respectfully Submitted,



Beth A. Walls, City Secretary/HRD

