

CITY OF ALVARADO
County of Johnson
State of Texas
03/17/2025
City Council Minutes

The City Council of the City of Alvarado met in Regular Called Session on Monday, March 17, 2025, at 6:30 p.m. The following were present for roll call:

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

Others Present:

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

Mayor Jacob Wheat called the meeting to order at 6:30 p.m. and Marty Douglas gave the invocation.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS:

Martha Dean- J.C. Master Gardeners- Butterfly event at Parkway Park
Jameye Jones- provided information about all upcoming events

COUNCIL COMMENTS: None.

INTRODUCTION OF NEW EMPLOYEES:

Samantha Ramirez- Court Clerk

Mario Tobias- Streets Superintendent

RECOGNITION:

2024 Employee of the 4th Quarter- Stacey Wyman

CONSENT AGENDA:

- 1. Consideration and action to approve minutes from the 03/13/2025 Special City Council Meeting.**
- 2. Consideration and action to approve Certification of Unopposed Candidates for the City of Alvarado May 3, 2025, General Election.**
- 3. Consideration and action to approve Ordinance No. 2025-0007, canceling the City of Alvarado May 3, 2025, General Election.**

Motion was made by Lydia Moon and seconded by Kevin Thomas to approve the consent agenda.

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

REGULAR BUSINESS:

- 4. Presentation by Denton Navarro Rodriguez Bernal Santee & Zech (DNRBS&Z) regarding ward redistricting and mapping of the City of Alvarado, Texas.**

No Action Required.

- 5. Presentations, consideration and possible action regarding the solid waste collection contract, including contract renewal, bid acceptance, or reissuance of an RFP.**

The City of Alvarado issued **RFP #2025-001** to solicit proposals from qualified solid waste management companies for municipal waste collection, disposal, and recycling services.

Current Service Details

- **Residential Rate:** \$15.16/month
- **Commercial Rate:** \$38.05/month
- **Collection Schedule:**
 - **Trash & Recycling:** Weekly on designated zone day
 - **Bulk & Brush Collection:** 1st or 2nd Friday of the month (by zone)

Proposals Received (Deadline: March 3, 2025)

Five (5) proposals were submitted by:

1. Republic Services
2. Frontier Waste Solutions
3. Sundance Disposal Solutions
4. Community Waste Disposal (CWD)
5. Waste Connections of Texas

Scope of Services

1. Residential Collection

- Weekly trash & recycling collection (95-gallon carts provided)
- Monthly bulk & brush pickup (up to 3 cubic yards)
- Special backdoor service for disabled residents
- Open market access for temporary roll-offs

2. Commercial & Industrial Collection

- Customized collection schedules
- Contractor must provide dumpsters & roll-offs

3. Special Waste Services

- **Landfill Access:** Residents get **4 free visits per year** (up to 4 cubic yards each) with discounted rates for overages
- **Storm Debris Collection:** Pricing for post-disaster cleanup
- **Citywide Cleanup Events:** Two per year, contractor to provide four roll-offs per event
- **Sponsorships:** Up to \$5,000/year
- **Special Event Hauls:** Up to 8 per year for city events

4. City Facility Collection

- Free solid waste & recycling for city-owned facilities

5. Contract & Compliance

- **Term:** 5 years (July 1, 2025 – June 30, 2030), with **three** optional 5-year renewals
- **Franchise Fee:** 15% (residential/commercial); 10% (roll-offs)
- **Insurance:** Comprehensive coverage required
- **Performance Bond:** \$300,000 required before service commencement
- **Customer Service:** Missed collections must be resolved within 24 hours
- **Regulatory Compliance:** Must meet TCEQ, EPA, and OSHA standards

Bidder Evaluation

Bids were evaluated on:

1. Experience & Qualifications
2. Pricing
3. Customer Service & Reporting
4. Compliance with RFP

Scoring Summary

Bidder	Average Score
Waste Connections	89.8
Republic Services	86.2
Frontier Waste Solutions	81.6
Community Waste Disposal	81.0
Sundance Disposal	39.2

Pricing Comparison

Bidder	Residential Trash (1x/week)	Residential Recycling (1x/week)	Residential Total	Commercial Cart (1x/week)	8 CY Dumpster (1x/week)	30 CY Roll-Off (Based on 4 tons)
Republic Services	\$11.93	\$4.46	\$16.39 (+\$1.23 increase, ~8%)	\$41.06	\$273.69	\$636.54 \$560.11 (originally charged 15%)
Sundance Disposal (Manual)	\$15.00 (Franchise Fee Included)	\$7.00 (Franchise Fee Included)	\$22.00 (Franchise Fee Included)	\$30 \$34.50 (Add 15%)	\$140 \$161 (Add 15%)	\$565 \$489.50 (Add 10%)
Waste Connections	\$8.82	\$5.11	\$13.93	\$20.75	\$207.84	\$718.75
Community Waste Disposal	\$16.90	\$6.21	\$23.12	\$25.75	\$251.79	\$880.54
Frontier Waste Solutions	\$11.65	\$5.18	\$17.83	\$17.83 \$28.75	\$245.47	\$613.58

Next Steps & Council Action

Presentation: Each bidder will provide a 3-5 minute summary.

Decision Options:

- 1. Auto-Renew Current Contract (5 Years)** – Must decide by **April 3**. Price & terms can either stay in place as they are, or we can negotiate new terms and price after decision to auto-renew.
- 2. Decline Auto-Renewal** – Choose one:

- **Award New Contract** to the most advantageous bidder
 - **Reject All Bids** and issue a new RFP
- Motion was made by Lydia Moon to auto renew the current contract with Republic Services. This motion died for a lack of a second.
 - Motion was made by Kevin Thomas and seconded by Cherry Bryant reject all bids and issue a new RFP.

This motion supported 3 votes in approval and 2 votes by Lydia Moon and Carrie Keeton in opposition. Motion carried.

- After additional discussion and explanation, a motion was made by Lydia Moon and seconded by Carrie Keeton to overturn the motion to reject all bids and issue a new RFP.

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

- Motion was made by Carrie Keeton and seconded by Kevin Thomas to decline the contract auto renewal with Republic Services and table the item until the next regular City Council meeting.

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

6. Consideration and action to approve payment of \$25,000 for the 2025 Johnson County Pioneer & Old Settlers Reunion (JCPOSR) on August 27-30, 2025.

David Hearne, President of the Johnson County Pioneer & Old Settlers Reunion gave a presentation on the 2025 event budget.

The Johnson County Pioneer & Old Settlers Reunion (JCPOSR) is a long-standing tradition for Johnson County residents. This event brings residents throughout the county together to celebrate the tradition of unity by connecting with family and friends. On August 27-30, 2025, the JCPOSR Board and the City of Alvarado will host the Pioneer & Old Settlers Reunion at 111 Reunion Drive, Alvarado, Texas (Reunion Grounds).

The JCPOSR Board is requesting \$25,000 in financial support for the 2025 event. The proposed budget request from the Johnson County Pioneer & Old Settlers Board, which details expenses for the event, is attached.

Motion was made by Cherry Bryant and seconded by Kevin Thomas to approve payment of \$25,000 for the 2025 Johnson County Pioneer & Old Settlers Reunion (JCPOSR) on August 27-30, 2025.

This motion supported 3 votes in approval and 2 votes made by Lydia Moon and Carrie Keeton in opposition. Motion carried.

7. Second public reading, consideration and action to approve Resolution No. R2025-0008, approving the Alvarado Food Truck Incubator program and guidelines, including credit and criminal background check; and providing an effective date.

The Alvarado Economic Development Corporation (EDC) approved the Food Truck Incubator Program and held a public hearing on March 13, 2025, and the City Council completed the first reading of the resolution. This meeting serves as the second reading of the resolution and consideration for approval of the program.

This initiative provides aspiring food entrepreneurs an opportunity to test and develop their business concepts without the high upfront costs of purchasing a food truck. The program supports the EDC's goals of small business growth, economic development, and community engagement while **enhancing Alvarado's local dining scene**.

Program Benefits to the City

The Food Truck Incubator Program serves as an economic development tool by:

- **Stimulating Local Commerce** – Food trucks create opportunities for both direct revenue generation and spillover spending at nearby businesses, helping strengthen the local economy.
- **Enhancing Community Engagement** – A diverse and dynamic food scene attracts residents and visitors, making Alvarado a more appealing destination for both consumers and potential investors.
- **Encouraging Small Business Growth** – Providing entrepreneurs with the necessary resources and mentorship reduces failure rates and helps transition temporary vendors into permanent business owners who may later establish their own food truck or a brick-and-mortar locations within the city.
- **Increasing Sales Tax Revenue** – As food truck businesses operate and grow, they contribute to the city's overall sales tax revenue, further supporting municipal services and infrastructure.
- **Supporting Downtown and Event Activation** – The program encourages mobile food vendors to participate in city-sponsored events, boosting attendance and increasing overall engagement in community activities.

Program Overview

- **Duration** – Up to 180 days (initial 90-day trial).
- **Participation Fee** – \$500 per month.
- **Legal Agreement** – Drafted by the city attorney to protect the City and EDC.

Eligibility & Selection

- **Applicants must** present a viable food business concept and demonstrate financial capability.
- **Selection Process**
 - Submit a business plan, financial strategy, and marketing approach.
 - Finalists present to the EDC Board.
 - One participant per cycle for focused support.

Financial Impact

The EDC has allocated \$65,000 for the program, including the purchase of a food truck. If the cost of the food truck exceeds \$25,000, the Economic Development Director will seek Board and City Council approval before purchase. Entrepreneurs will contribute \$500/month in rental fees.

Motion was made by Lydia Moon and seconded by Beverly Short to approve Resolution No. R2025-0008, approving the Alvarado Food Truck Incubator program and guidelines, including credit and criminal background check; and providing an effective date.

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

8. Presentation and discussion regarding the Historic Downtown Alvarado Art Contest.

No Action Required.

9. Consideration and action to approve the reallocation of funds designated for the Pecan Orchard Festival, in the amount of \$9,000, towards future community events.

As part of the approved FY2025 Budget, \$16,000 was allotted for the Pecan Orchard festival. This event was tentatively scheduled for spring 2025, but staff is requesting to redirect approximately \$9,000 in funds from the Pecan Orchard Festival to support other community events in 2025:

1. **Alvarado Irish Fest:** Due to heightened interest from eventgoers all around the Dallas-Fort Worth (DFW) metroplex, an additional \$3,500 is being requested to enhance the event. The additional funds will cover the cost of golf cart rentals, security guards, and the rental of an industrial battery powered generator. \$45,000 was initially budgeted.
2. **Pecan Orchard Summer Movie Series:** Staff is seeking \$1,500 to fund three relatively inexpensive outdoor movie events in June, July, and August, maximizing the opportunity to utilize Pecan Orchard on multiple occasions.
3. **Fall Festival and Weenie Dog Race:** Staff is requesting \$4,000 to cover early expenses (deposits) for key event elements such as a hay maze, face painting, caricatures, musicians, and race supplies, for the event scheduled on October 18, 2025.

Motion was made by Lydia Moon and seconded by Kevin Thomas to approve the reallocation of funds designated for the Pecan Orchard Festival, in the amount of \$9,000, towards future community events.

This motion supported 4 votes in approval and 1 vote by Carrie Keeton in opposition. Motion carried.

10. Consideration and action to approve Ordinance No. 2025-0008, approving and adopting a revised budget for the City for FY 2023-2024 providing that expenditures for said fiscal year shall be made in accordance with said budget; and providing an effective date.

This ordinance is being recommended to appropriate funds in the amounts \$382,375 in the General Fund and \$179,126 in the Hotel Occupancy Fund for the purchase of two properties. The contract to execute the purchase of 609 N. Parkway was approved at the May 20, 2024 City Council meeting. The contract to execute the purchase of 310 W. Atchley was approved at the April 15, 2024 City Council meeting.

FINANCIAL IMPACT:

Amend the FY 2023-2024 General Fund budget by decreasing the General Fund unreserved fund balance in the amount of \$382,375 as follows:

Account	Department	Account Name	Amount
01-5103-550	Non-departmental	Capital Outlay	\$382,375
TOTAL			\$382,375

Amend the FY 2023-2024 Hotel Occupancy Fund budget by decreasing the Hotel Occupancy Fund unreserved fund balance in the amount of \$179,126 as follows:

Account	Department	Account Name	Amount
05-5101-550	Administration	Capital Outlay	\$179,126
TOTAL			\$179,126

Motion was made by Lydia Moon and seconded by Beverly Short to approve Ordinance No. 2025-0008, approving and adopting a revised budget for the City for FY 2023-2024 providing that expenditures for said fiscal year shall be made in accordance with said budget; and providing an effective date

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

11. Discuss and identify possible venues for the Community Forum of the Comprehensive Plan in the Resilient Communities Program grant project.

No Action Taken.

12. Consideration and action to approve the purchase, design, and installation of solar lighting on the Parkway Park pickleball court.

Solar lights will cost the city less than expected, reducing installation and ongoing power costs. They will be maintenance-free for over 10 years and have an 8-year non-prorated warranty, including parts and labor.

Staff recommends approving solar lighting on the Pickleball court in Parkway Park, with a Black color scheme on the Essential Fixture, and having it professionally installed. Parks Advisory Board suggests the black color scheme on the Essential Fixture.

Motion was made by Cherry Bryant and seconded by Beverly Short to approve the purchase, design, and installation of solar lighting with the black color scheme on the Parkway Park pickleball court.

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

13. Consideration and action to approve Parkway Park playground equipment design, color scheme, and expenditures.

Parkway playground enhancements have 4 options, costs ranging from less than the budget to over the budget. The additional funds can be used from the savings on lighting. The cost ranges are due to the impact attenuation options. A sample of turf is available for Council Consideration, with imagery added to the presentation.

Motion was made by Beverly Short and seconded by Carrie Keeton to table the discussion of this item until Council is shown samples of impact attenuation.

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

14. Provide recommendations, consideration and action to approve the utilization of additional funding for the installation of playground equipment at the Parks of Alvarado.

Lighting savings at the Pickle Ball Court and possible playground savings, provide Capital Outlay funds enough to cover the installation costs of the playground equipment for the parks of Alvarado.

Motion was made by Carrie Keeton and seconded by Lydia Moon to approve the utilization of additional funding for the installation of playground equipment at the Parks of Alvarado.

This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

15. Update, consider and provide recommendations regarding future changes to Carver Park.

No Action Required.

16. Presentation, consideration, and possible action regarding Monarch Way Station at Parkway Park to be installed and maintained by The Texas Master Naturalists.

No Action Required.

17. Consider and update regarding the Lions Club Volunteer Community Service at Friendship Park.

No Action Required.

18. Update on restoration of Historic benches at Parkway Park.

No Action Required.

**MAYOR WHEAT DECLARED COUNCIL TO BE IN EXECUTIVE SESSION AT 9:55 P.M.
AND RECONVENED TO REGULAR SESSION AT 10:12 P.M.**

19. Consideration and any action necessary as a result of items legally discussed in Executive Session.

No Action Required

20. Consideration and possible action to authorize the City Manager and Economic Development Director to execute a Purchase Agreement for Project Orange-C-01 based on terms discussed in Executive Session.

Motion was made by Lydia Moon and seconded by Kevin Thomas to authorize the City Manager and Economic Development Director to execute a Purchase Agreement for Project Orange-C-01 based on terms discussed in Executive Session.

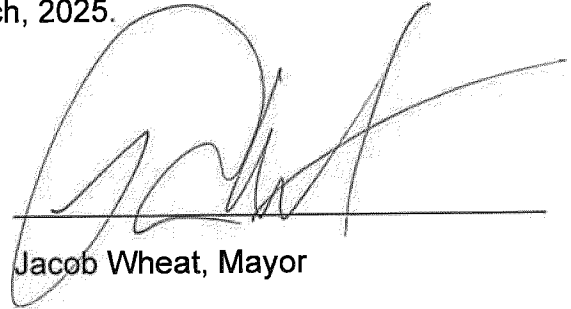
This motion supported 5 votes in approval and 0 votes opposed. Motion carried.

21. Consideration and possible action to authorize the City Manager and Economic Development Director to execute a Purchasing Agreement for Project Red-C-01 based on terms discussed in Executive Session.

No Action Taken

There being no further business, Mayor Wheat adjourned the meeting at 10:14 P.M.

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



Jacob Wheat, Mayor

Respectfully Submitted,



Beth A. Walls, City Secretary/HRD

