

**MINUTES**  
**CITY OF ALVIN, TEXAS**  
**216 W. SEALY STREET**  
**REGULAR CITY COUNCIL MEETING**  
**THURSDAY FEBRUARY 15, 2018**  
**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 Session at 7:00 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn; Mayor Pro-tem Brad Richards; Councilmembers: Gabe Adame, Adam Arendell, Scott Reed, Glen Starkey, and Keith Thompson.

**Staff members present:** Sereniah Breland, City Manager; Suzanne Hanneman, City Attorney; Junru Roland, Assistant City Manager/CFO; Dixie Roberts, City Secretary; Michelle Segovia, City Engineer; Dan Kelinske, Director of Parks & Recreation; and Robert E. Lee, Police Chief.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mary Sanders gave the invocation.

Council member Richards led the Pledge of Allegiance to the American Flag and Council member Reed led the Pledge to the Texas Flag.

**PUBLIC COMMENT**

There were no comments from the public.

**PRESENTATIONS**

Utility Departmental update.

Brandon Moody gave a brief update on the Utilities Department.

**CONSENT AGENDA**

Approve minutes of the February 1, 2018 City Council workshop meeting.

Approve minutes of the February 1, 2018 City Council meeting.

Consider Resolution 18-R-08, declaring the results of the February 3, 2018 Special Election for the purpose of electing a member to fill the vacancy of City Council At Large Position 2.

*The official canvassing for this election was held on Monday, February 12, 2018, at 6:00 p.m. in the 1st floor conference room at City Hall, which is the statutory last day to canvass this election. Per the State Election Code, a full quorum of the governing body is not required for the canvassing of an election and can be completed with two (2) members of the governing body in attendance. The official election returns were read aloud by the City Secretary at the canvass and an affidavit was signed declaring the official results.*

*Resolution 18-R-08 formally declares the results of the February 3, 2018 Special Election in resolution and minute format, where it will be maintained as an official record of the City. The election returns for each item on the ballot do not have to be read orally at the February 15th City Council meeting, as this was done at the official canvassing held on Monday, February 12, 2018.*

*Staff recommends the approval of Resolution 18-R-08.*

Consider Resolution 18-R-06, calling and establishing the procedures for the March 24, 2018 Runoff Election in Alvin, Texas, and providing for related matters thereto.

*This resolution is calling for a Runoff Election for Saturday, March 24, 2018, to elect a member to fill the Alvin City Council At Large Position 2 vacancy. No candidate in the February 3, 2018 Special Election received more than 50% of the vote, therefore requiring a runoff.*

*The City of Alvin will contract with the Brazoria County Elections Office to conduct this election. Brazoria County has the voting equipment required to conduct elections. The City Secretary's Office will handle the filings and all required paperwork and postings as required by state election law.*

*Early Voting will begin on Wednesday, March 7, 2018 (the day after the primary election), and will go through Tuesday, March 20, 2018, at the Alvin Library.*

*Early voting dates and hours:*

*March 7-9; 8am-5pm*

*March 12-16; 8am-5pm*

*March 19-20; 7am-7pm*

*Election Day voting (3/24) will be held at the Alvin Library. The Nolan Ryan Center only had a handful of voters go to this location on February 3rd. An election contract with Brazoria County for this election will be brought before City Council for consideration at the March 1, 2018 meeting.*

**Consider a contract for Election Services with Joyce Hudman, County Clerk, Brazoria County, Texas for the May 5, 2018 General Election; and authorize the Mayor to sign.**

*This is a contract for election services with Brazoria County to conduct the May 5, 2018 General Election for City Council District B, District C, and At Large Position 1. This contract is similar to the contract authorized by City Council every year to conduct City elections. The cost for this General Election could range anywhere from \$6,000-\$10,000. The cost depends on how many other jurisdictions hold a May election. Should this election be canceled, the City may withdraw from said contract. The City Secretary's Office will handle all the required notices, filings, and general paperwork as required by state election law.*

*Historical Election Cost (General May Election):*

*May 2015: \$9,471*

*May 2016: \$6,151*

*May 2017: \$9,200*

*Feb. 2018: \$5,600 \*special election*

*Early voting in Alvin will be held at the Alvin Library. Election Day voting will be at both the Alvin Library and at the Nolan Ryan Center at Alvin Community College. Registered voters may vote at any Early Voting location during Early Voting, or any Election Day Voting Center in Brazoria County on Election Day.*

**Consider Resolution 18-R-05, appointing the City of Alvin Planning Commission to serve as the City's Impact Fee Advisory Committee for the 2018 Impact Fee Update.**

*In accordance with Chapter 395 of the Texas Local Government Code the City is required to update its impact fee study and associated Impact Fee Capital Improvement Plan every five years, the City's most recent update was completed in 2013 and the Planning Commission was appointed as the Impact Fee Advisory Committee. In order to perform the update, an Impact Fee Advisory Committee must be formed and ultimately make recommendations to City Council with regard to the update. Section 395.058 (b) of the Texas Local Government Code gives the governing body of a municipality (City Council) the authority to appoint the City's Planning Commission to serve as the Impact Fee Advisory Committee. The only stipulation is that there is required to be at least one person on the Committee that is a representative of the real estate, development, or building industry and who is not an employee of a political subdivision or government entity. The current City Planning Commission has a member that is a realtor, making the Commission eligible, under the code, to serve as the Impact Fee Advisory Committee. The current schedule has the Impact Fee Advisory Committee bringing a recommendation to City Council regarding impact fees in Summer 2018. Staff recommends approval.*

**Consider authorizing LBR Taxi to conduct business as a taxicab service in the City of Alvin.**

*The City's Code of Ordinances requires that any new taxicab service wanting to operate their business within the City, submit a Taxi Service Application to the City Secretary's Office. This application is reviewed and then forwarded to the Chief of Police and the City's Health Inspector for vetting. A public hearing before City Council was held on February 1, 2018, as required. There were no comments from any other members of the public, other than the owner of LBR Taxi in favor of their application.*

*LBR Taxi has submitted the required application for the operation of two taxicabs. All information has been vetted by the City's Inspector and Police Department. City Council must approve this application before they may begin operating within the City.*

*Currently there are no other licensed taxicab services operating within the City. LBR Taxi stated that they have had many requests for service in Alvin, thus the reason for their application. Staff recommends approval.*

**Consider the resignation from Alvin Public Library Board member Debra McDonald.**

*Debra McDonald submitted a letter of resignation from the Alvin Public Library Board (APLB). Ms. McDonald was appointed to the APLB in December 2015 for a term of 3 years, which will expire in December of 2018. This agenda item is the formal acceptance of her resignation.*

*Chapter 2 of the Code of Ordinances requires the APLB to have five (5) members. The Board currently has five (5) members: Sandra Curtner, Shandar Hobbs, Carrie Parker, Laura Parker and Janet Riddle. There are no applicants on file who wish to serve on the APLB. At this time, a replacement member is not required.*

Council member Adame moved to approve the consent agenda as presented. Seconded by Council member Thompson; motion to approve carried on a vote of 6 Ayes.

**OTHER BUSINESS**

**Consider an Engineering Services Agreement with Dannenbaum Engineering Corporation in an amount not to exceed \$249,932 for engineering design services for the Moller Road Storm Sewer and Pavement Improvements Project Phase I; and authorize the City Manager to sign**

*In 2011, Dannenbaum Engineering Corporation (DEC) completed a grant-funded drainage analysis/study of the M-1 Ditch Watershed. The study identified possible locations for storm water detention and storm sewer system improvements within the watershed. The Moller Road Storm Sewer and Pavement Improvements Project Phase I is the third of several drainage improvement projects that were identified in the original study, and has been divided into three phases to make it more manageable from a financial perspective. Phase I of the project consists of the removal, upsizing, and replacement of approximately 800 feet of the existing storm sewer system and roadway pavement along Moller Road from W. South Street to south of Carmie Street, as well as replacement of the Moller Road crossing over the M-1 Ditch at South Street. Upon completion of this three-phase project, Moller Road will have been converted from an asphalt roadway with hybrid open ditch over underground storm sewer drainage system, to a concrete curb and gutter roadway with underground storm sewer system that will be capable of conveying the 5-year storm event from areas along Stadium Drive to the M-1 Ditch at South Street. The existing drainage system along Moller and Stadium conveys less than a 2-year storm event currently. It is anticipated that the City will see the following benefits once the entire project is complete: improved drainage along Stadium Drive/Moller Road and the associated side streets, a reduction in the number/frequency of losses due to minor flooding of structures in this portion of the M-1 Ditch Watershed, lessen the frequency of street flooding along Stadium Drive, reduce the maintenance costs associated with Moller Road since it will be converted from asphalt to concrete, and increase walkability in the area by adding a sidewalk along Moller Road.*

*The Engineering Services Agreement being considered will update the 2011 M-1 Study by updating the hydraulic model to include the proposed improvements, provide surveying and geotechnical data for the entire project, provide preliminary engineering for the entire project, and provide final engineering design and complete plan set with bid package for Phase I of the project. It is proposed that these services will be complete in a period of nine to ten months. Approval of this agreement will ensure that construction plans are available and ready for bid by 2019. More information on this project can be found in the Capital Improvement Program (CIP) Quarterly Report that was distributed to City Council January 18, 2018. Staff recommends approval of this agreement.*

Michelle Segovia, City Engineer presented this agreement before City Council.

Council member Thompson moved to approve an Engineering Services Agreement with Dannenbaum Engineering Corporation in an amount not to exceed \$249,932 for engineering design services for the Moller Road Storm Sewer and Pavement Improvements Project Phase I; and authorize the City Manager to sign. Seconded by Council member Starkey; motion carried on a vote of 6 Ayes.

Consider Resolution 18-R-07, accepting the monetary donations from Dogs for Law Enforcement (DLE) and the Alvin Sunrise Rotary Club for the purchase of a trained canine for use by the Alvin Police Department.

*In December 2017, our police canine, Nemo, was diagnosed with dilated cardiomyopathy with severe weakening of the left ventricular function and dilation of the left ventricle and left atrium. This is probably an inherited health issue. Along with the diagnosis came the recommendation that Nemo be retired immediately from police service, as any additional stress or excitement could cause his immediate death. It was estimated that with treatment he may live up to a year. Nemo was subsequently retired from active service and a trained replacement, Nick, a 1.5-year-old Dutch Shepherd, was found from Saint Working Dogs in Caldwell, Texas. Nick has been evaluated by our K9 Officer Scott Green over the past several weeks. This evaluation period consisted of socialization to see if they would be viable partners and extensive training to verify and reinforce Nick's training and his ability to follow Officer Green's commands. The evaluation has been successfully completed and Nick is expected to receive all certifications needed during the upcoming 9th Annual Dogs for Law Enforcement Alvin K9 seminar.*

*The cost to purchase Nick is \$8,000. Dogs for Law Enforcement (DLE), a Houston based non-profit organization which collects charitable donations to support police canine programs, donated \$5,000 and Alvin Sunrise Rotary donated \$3,000. As part of the purchase of Nick, the City acquired full breeding rights. According to Saint Working Dogs, Nick's sire was a well-regarded and commended police dog for many years with no known health issues (a concern based on our retiring canine's health issue).*

*The retired canine, Nemo, has been adopted by Officer Green who asked that Nemo remain in his care during his last few months. Staff recommends approval of Resolution 18-R-07.*

Representatives from the Alvin Sunrise Rotary Club and the DLE were in attendance for a presentation of donations. The new canine "Nick" was also in attendance, making his public debut as a member of the APD.

Council member Reed moved to approve Resolution 18-R-07, accepting the monetary donations from Dogs for Law Enforcement (DLE) and the Alvin Sunrise Rotary Club for the purchase of a trained canine for use by the Alvin Police Department. Seconded by Council member Starkey; motion carried on a vote of 6 Ayes.

Consider Ordinance 18-C, amending Chapter 21, Subdivisions and Property Development, Article VII, Parkland Dedication and Development Fee; eliminating the four individual park quadrants; providing an effective date; and setting forth other provisions related thereto.

*During the 2035 Comprehensive Plan update, referenced in Chapter 4, Objective 4.2.1 "Revise parkland dedication fees in lieu of cash and development ordinance to establish a fund to allow for community park dedication and subsequent fund allocation so that the City might have more opportunities to acquire larger parcels of land that benefit a larger service area rather than solely requiring dedication within dedication 'zones/quadrants'".*

*A revision to Article VII Park Land Dedication and Development Fee eliminates the four established zones, thus creating the opportunity to collect development fees and expend those funds anywhere within the City and corporate limits of Alvin. For example, currently, development fees collected in "zone/quadrant 1" can only be expended in "zone/quadrant 1" and so forth. The proposed change eliminates the four individual zones making the entire City and Corporate Limits available for park development fee expenditure, regardless of where the fees are collected. This change will allow for the "pooling" of collected fees to satisfy more expensive objectives that may not necessarily be available if the fees are isolated in a singular "zone".*

*The existing fees already collected in each zone will remain within that zone until those funds are expended.*

*Zone 1 fund balance - \$63,000*

*Zone 2 fund balance - \$0*

*Zone 3 fund balance - \$19,744*

*Zone 4 fund balance - \$104,700*

*Staff recommends approval of Ordinance 18-C.*

Dan Kelinske, Director of Parks and Recreation presented this Ordinance with explanation before City Council.

Council member Thompson moved to approve Ordinance 18-C, amending Chapter 21, Subdivisions and Property Development, Article VII, Parkland Dedication and Development Fee; eliminating the four individual park quadrants; providing an effective date; and setting forth other provisions related thereto. Seconded by Council member Adame; motion carried on a vote of 6 Ayes.

Consider Ordinance 18-F, amending Chapter 24½, Manufactured Homes and Manufactured Home Parks, for the purpose of amending exceptions for the temporary installation of a manufactured home outside of a licensed mobile home park; providing for a penalty; and setting forth other provisions related thereto.

*On January 18, 2018, City Council approved Ordinance 18-E granting consent for the creation of the Brazoria County In-City Municipal Utility District 73 (MUD 73).*

*In accordance with Chapter 49 of the Texas Water Code with regards to the holding of an election confirming the creation of the MUD, there has to be a registered voter that has resided within the boundaries of the proposed district for at least 30 days prior to the election. By allowing a manufactured home to be temporarily installed for a period of time not to exceed twelve (12) months, this would fulfill this requirement. The placement of a Manufactured Home within the boundaries of a newly proposed MUD, in order to establish residence, is a typical practice in the MUD creation process. Rooted Development Group, LLC., Developer of MUD 73, proposes to place a Manufactured Home within the boundary of the MUD along the west side of Mustang Crossing Boulevard and at a point on the property furthest away from FM 1462 (approximately 1,400 feet from 1462) so that it is less visible from the corridor. Approval of Ordinance 18-F amends Chapter 24 ½ of the Code of Ordinances by adding an exception to the Manufactured Home placement standards to allow for the temporary placement (not to exceed twelve months) of a Manufactured Home outside of a Manufactured Home Park for the purpose of MUD creation. Staff recommends approval of Ordinance 18-F.*

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

Council member Arendell moved to approve Ordinance 18-F, amending Chapter 24½, Manufactured Homes and Manufactured Home Parks, for the purpose of amending exceptions for the temporary installation of a manufactured home outside of a licensed mobile home park; providing for a penalty; and setting forth other provisions related thereto. Seconded by Council member Thompson; motion carried on a vote of 6 Ayes.

### **REPORTS FROM CITY MANAGER**

Review preliminary list of items for next Council meeting.

Ms. Breland reviewed the preliminary list for the March 1st City Council meeting.

### **ITEMS OF COMMUNITY INTEREST**

Mrs. Roberts reviewed items of community interest.

Council member Thompson thanked the Animal Adoption Center and Police Department for the work they do. He also wished the candidates luck in the runoff election.

Council member Reed expressed his gladness to be back in Texas and apologized for being absent due to his work demands. He commended Brandon Moody, Utility Superintendent, for the departmental presentation.

Council member Arendell announced the annual K-9 training and also wished his mother a very happy birthday.

Council member Richards thanked the city staff and employees for the great job they do.

Council member Adame congratulated the candidates for running a respectable campaign and encouraged the voters to get out and vote. He thanked the Alvin Sunrise Rotary and the Dogs for Law Enforcement for their donations.

Council member Starkey expressed condolences on behalf of the Council to the victims of the recent shooting in Florida. He announced that the Alvin Museum will host an exhibit of the treasures of Tutankhamun on February 22-March 31, 2018.

Mayor Horn thanked Council member Adam Arendell for representing the City on the Houston Galveston Area Council. He also thanked Council member Gabe Adame for overseeing the detention pond projects in his district; and thanked Council member Starkey for reaching out to C & R District 3 on behalf of the City regarding the drainage to the C1 ditch.

**ADJOURNMENT**

Mayor Horn adjourned the meeting at 7:41 p.m.

PASSED and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Paul A. Horn, Mayor

ATTEST: \_\_\_\_\_  
Dixie Roberts, City Secretary