

**MINUTES  
CITY OF ALVIN, TEXAS  
216 W. SEALY STREET  
CITY COUNCIL  
REGULAR MEETING  
THURSDAY, JUNE 15, 2017  
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; Council members: Gabe Adame, Adam Arendell, Scott Reed, Glenn Starkey, and Keith Thompson.

Staff members present: Sereniah Breland, City Manager; Suzanne Hanneman, Interim City Attorney; Junru Roland, Assistant City Manager/CFO; Dixie Roberts, City Secretary; Larry Buehler, Economic Development Director; Todd Arendell and Tim Hubbard, Police Captain's; Dan Kelinske, Parks & Recreation Director; Michelle Segovia, City Engineer; and Brian Smith, Public Works Director.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Bill Derickson gave the invocation.

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

Council member Reed led the Pledge to the Texas Flag.

**PUBLIC COMMENT**

Chris Hartman thanked staff for their efforts in getting the fence installed at 1900 Rosharon Road.

**PRESENTATIONS**

Playful City USA designation.

Dan Kelinske stated that the Parks & Recreation Department was awarded the Playful City U.S.A. designation for the 7<sup>th</sup> year in a row. He thanked members of his staff for their service and dedication to the Alvin Parks and Recreation Department.

Downtown Alvin Revitalization Team presentation on downtown parking.

Henry Dillman gave a presentation on possible solutions to provide additional parking for the downtown area. The group suggested a short term and long term substantial solutions and provided a recommendation for City Council consideration in the 2018 fiscal year budget planning.

Alvin Museum Society update.

Tom Stansel gave a presentation on the activities and projects of the museum; including a proposal for an addition to the current building to create more storage space and more room for exhibits.

Police Department Lock Your Car and Drive Wise signs.

Police Captain Tim Hubbard gave a presentation on public awareness campaign signs about locking your car and driving safely.

Alvin Animal Adoption Center departmental update.

This presentation was removed from the agenda at the request of Mayor and City Council and will be placed on a future agenda.

**CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION**

- A. Approve minutes of the June 1, 2017 City Council workshop meeting.

- B. Approve minutes of the June 1, 2017 City Council regular meeting.
- C. Consider awarding bid and authorizing the City Manager to sign a contract with CPR Services & Supplies, Inc. (dba MDN Enterprises) as primary and HD Supply Waterworks as secondary for the purchase of water/wastewater parts and fittings for an estimated amount of \$80,000 for (1) year with an option for one (1) additional year with same price and conditions.

*On May 2, 2017 bids were publicly opened and CPR Services was the lowest bidder. At times parts and supplies are not in stock and must be ordered from another vendor due to an emergency. HD Supply would only be used if the primary vendor could not fulfill the order due to the lack of supply during an emergency. Water/Wastewater parts and fittings are used in the maintenance and repairs of water and sanitary sewer at an estimated yearly expenditure of \$80,000. Funds for water/wastewater parts and fittings were budgeted for and approved during the budget process for FY17 based upon prior years' expenditures.*

- D. Consider the resale of trust property located on County Road 98 A0366 Thos Spraggins, Tract 39, 5.560 Acres, Account # 0366-1058-000, Suit #89T5058, for the sum of \$5,000.

*This property is held in trust by the City of Alvin originating in 1992 when the City was the Collector for the Alvin Consolidated Tax Office. The Consolidated Tax Office collected taxes for the City, Alvin ISD, Alvin Community College, and Oak Manor MUD.*

*This property is outside of the City's jurisdiction, and therefore will not receive monies from this sale of trust. This sale simply requires the approval of the City's governing body, because the City is the trust holder. All the other taxing entities listed must also approve this sale in order for the sale to move forward.*

Land Value: \$ 12,510  
 Total Taxes due: \$4,444.28  
 City of Alvin Taxes due: \$0  
 Offer: \$5,000  
 Court Costs: \$255

Net to Distribute to Taxing Entities		
Brazoria County	8.96%	\$425.36
Alvin ISD	77.62%	\$3,683.30
ACC	13.41%	\$636.34
<b>Total</b>		<b>\$4,744.70</b>

- E. Consider Resolution 17-R-15, adopting the Parks and Recreation Master Plan with Park Standards Manual.

*On April 7, 2016, City Council amended the FY16 budget to appropriate funds (\$50,000) to update the 2006 Parks and Recreation Master Plan as well as create a Park Standards Manual.*

*On June 2, 2016, City Council approved and authorized the City Manager to sign an agreement through the Houston Galveston Area Council (HGAC) PlanSource Procurement Program with Kendig Keast Collaborative for the purpose of updating the current Parks and Recreation Master Plan and creating a Park Standards Manual, in an amount not to exceed \$50,000.*

*The drafting of the Park and Recreation Master Plan with Parks Standards Manual included: engaging the community, investigating and evaluating existing parks, forecasting community growth and demands for recreation and park space, as well as many other factors.*

*On April 4, 2017, the Parks and Recreation Board unanimously adopted the final draft of the Parks and Recreation Master Plan with Park Standards Manual.*

*Staff recommends approval of the Parks and Recreation Master Plan with Park Standards Manual.*

*The following is an overview of the Parks and Recreation Master Plan with Parks Standards Manual:*

*Chapter 1 of the Park Master Plan focuses on the purpose of the plan, which is to provide thoughtful guidance and sound direction to the City in its commitment to acquire, develop and manage an adequate and easily accessible system of parks and recreation facilities and programs to serve the residents of Alvin.*

*Chapter 2 of the Park Master Plan focuses on existing conditions. One of the highlighted areas in this chapter was a park condition assessment. This assessment revealed that our existing parks were in very good condition, scoring .95 on a scale of 0 to 4 with zero being the best (page 2.18). The top three areas of concern on this assessment are: 1. park accessibility 2. signage and 3. lighting (page 2.20).*

*Chapter 3 of the Park Master Plan focuses on analysis and recommendations. One of the highlighted areas in this chapter focused the determination of needs within the park system and the Alvin Community. To assist in this determination, community engagement as well as a stakeholder advisory committee led by the Park and Recreation Board played an essential role. This process included six “listening sessions” with community members seven stakeholder meetings and broadcasting a community survey. Some note-worthy needs identified are: expanding the park system by adding more land and locations within the City, construction of a Splash Pad, construction of a recreation center and additional hike & bike trails among many others.*

*Chapter 4 of the Park Master Plan focuses on implementation of the plan. Similar to the 2035 Comprehensive Plan, an implementation action plan (Table 4.1) provides guidance on recommended actions year 1-3, 3-10 and 10+ years as well as recommends “Action Leaders” to oversee the implementation.*

*Appendix A outlines the Texas Parks and Wildlife Department requirement for plan contents. This plan complies with the TPWD requirement which would greatly improve the success rate when applying for grant funding. Appendix B outlines the public engagement which was a primary focus in Chapter 3.*

*Appendix C lists the condition assessment report for each park as well as the grade for each category, this was a primary focus in Chapter 2.*

*Appendix D lists many different types of funding sources which may be helpful for parkland acquisition, recreation programming, capital improvement projects, etc.*

*Appendix E contains the Park Standards Manual which is a supplement to the Parks Master Plan and was developed to guide the planning, design and construction of park facilities and improvements as well as installation of park equipment.*

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

### **OTHER BUSINESS:**

**Consider Ordinance 17-J, amending Chapter 28, Comprehensive Fee Ordinance, of the Code of Ordinances, City of Alvin, Texas, for the purpose of revising certain water and wastewater fees for residential and commercial customers; and adopting a five-year schedule of water and wastewater rates, providing for a ten percent (10%) penalty for late payment; providing for an effective date of October billing cycles for the following years: 2017, 2018, 2019, 2020, and 2021; and setting forth other provisions related thereto.**

*The City’s Comprehensive Master Plan encourages the City to evaluate its Capital Improvement Program to ensure that utility extensions and capacity improvement projects are consistent with the defined growth area. In doing so, in February 2014, the City engaged the services of Freese and Nichols to draft a Utility Master Plan (UMP). The Utility Master Plan was completed in April 2016, and identified approximately \$92M in utility projects to be completed over the next 20 years. These improvements are necessary to provide for future growth, replace aging infrastructure, improve efficiency, and keep the City in compliance with TCEQ regulations.*

*In May 2016, the City engaged Freese & Nichols to perform a water & wastewater (w/water) rate study to develop a multi-year plan of rate increases that would provide sufficient revenue to implement the first five years of capital improvements identified in the Utility Master Plan. The total projected cost of projects for the first 5 years is approximately \$42M. The projects identified for the first 5 years are needed to address the existing water/wastewater system problems and needed to serve anticipated growth within the next 5 years that the existing system does not have the capacity to currently serve.*

*In February 2017, the City held a city council workshop in which Freese and Nichols presented the results of the water & wastewater rate study. The study identified the need to increase water & wastewater rates to implement the projects identified in the UMP.*

*The city ordinance requires that water and wastewater rates be increased, at minimum based on the annual consumer price index for all urban consumers (CPI-U) for the Houston-Galveston-Brazoria area; and allows the consideration of other factors to determine if additional increase in water and wastewater rates is warranted. The CPI-U has increased by 2%; however, additional revenue is warranted to implement the projects identified in the first five-year of the UMP. The City is proposing the following percentage increases in water and wastewater rates for fiscal years 2018 through 2022:*

The proposed water and wastewater rate proposals for the next five years are as follows:

<b>WATER RATES</b>	Current	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Base up to 2,000 Gallons						
Residential	\$11.46	\$12.95	\$15.15	\$18.18	\$19.27	\$20.43
Commercial	\$12.03	\$13.59	\$15.90	\$19.09	\$20.23	\$21.44
Per 1000 (2001 – 7000)	\$2.93	\$3.31	\$3.87	\$4.65	\$4.93	\$5.22
Per 1,000 (7,001- above)	\$4.47	\$5.05	\$5.91	\$7.09	\$7.52	\$7.97
<b>WASTEWATER RATES</b>	Current	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Base up to 2,000 Gallons						
Residential	\$17.77	\$20.08	\$23.49	\$28.19	\$29.88	\$31.68
Commercial	\$18.28	\$20.66	\$24.17	\$29.00	\$30.74	\$32.59
Per 1,000 (2,001-above)	\$2.93	\$3.31	\$3.87	\$4.65	\$4.93	\$5.22

*The revenue generated from these rate increases will be used to fund the UMP capital improvement program, the water & wastewater operations & maintenance, and the annual P&I on present and future bond issues. Future bond issues will be amortized over a 20-year period, which is the approximate useful life of the capital improvements.*

*Should council not elect to increase water and wastewater rates, the City will not be able to implement the projects identified in the first five years of the UMP.*

Much discussion was had on the proposed fee structure and the impact to residents.

Council member Starkey moved to adopt Ordinance 17-J, amending Chapter 28, Comprehensive Fee Ordinance, of the Code of Ordinances, City of Alvin, Texas, for the purpose of revising certain water and wastewater fees for residential and commercial customers; and adopting a five-year schedule of water and wastewater rates, providing for a ten percent (10%) penalty for late payment; providing for an effective date of October billing cycles for the following years: 2017, 2018, 2019, 2020, and 2021; and setting forth other provisions related thereto. Seconded by Council member Thompson; motion carried on a vote of 4 Ayes and Council member's Reed and Arendell voting No.

Discuss and consider the appropriation of funds to Brazoria County in the amount of \$15,537.50 for the repair of Fairway Drive owned by Hillcrest Village.

*This item was discussed at the June 1st City Council Workshop. The estimated material cost for this road construction is \$31,075. This amount does not include labor. Discussion had during the workshop indicated that Brazoria County would provide the labor and that the cost for the material would be split between the City of Alvin and Hillcrest Village.*

Council member Thompson moved to approve the appropriation of funds to Brazoria County in the amount of \$15,537.50 for the repair of the portion of Fairway Drive owned by Hillcrest Village, authorizing the Mayor to execute the agreement necessary to effectuate the appropriation of funds and for the repair of that portion of Fairway Drive for the benefits of the residents of Alvin living along Fairway Drive, subject to legal review. Seconded by Council member Arendell.

Discussion was had on the legalities of this project. David Olson with Olson and Olson LLP explained that with the Interlocal Incorporation Act would allow for the legality of this project, as it will benefit Alvin residents along Fairway Drive.

The consent of City Council was to have Hillcrest Village draft the said interlocal agreement between the City of Alvin, Hillcrest Village and Brazoria County.

Mayor Horn called for a vote; motion carried on a vote of 6 Ayes.

Consider Ordinance 17-K, amending Chapter 24, Traffic, of the Code of Ordinances, City of Alvin, Texas for the purpose of amending Section 12 “U” turns; providing for a penalty; providing for publication; providing a severability clause; providing a savings clause; providing an effective date, and setting forth other provisions related thereto.

*With the installation of the new medians on State Hwy 6 our current City Ordinance concerning “U” turns required review and revision. Currently Section 24-14 “U” turns of the City’s Code of Ordinances states: “It shall be unlawful for any person driving or operating any motor vehicle to make a “U” turn on any street within the city other than at an intersection of streets. Even though a no “U” turn sign does not exist, it shall be unlawful for any person driving or operating any motor vehicle to make a “U” turn on any street within the city, even at an intersection, if there exists at such intersection a traffic signal or a stop sign.”*

*This ordinance, as written, is highly restrictive as it prohibits “U” turns everywhere except non-regulated intersections. The new medians on Hwy 6 are designed so that “U” turns may be made. The recommended changes would prohibit “U” turns on 2-lane roadways or where signs prohibit or where visibility is less than 500’ in both directions (the visibility requirement mirrors State law). The recommended changes would allow “U” turns where not specifically prohibited and where medians exist which are designed for such motion.*

Council member Reed moved to approve Ordinance 17-K, amending Chapter 24, Traffic, of the Code of Ordinances, City of Alvin, Texas for the purpose of amending Section 12 “U” turns; providing for a penalty; providing for publication; providing a severability clause; providing a savings clause; providing an effective date, 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 July 6, 2017 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.

Mrs. Roberts, City Secretary, reviewed items of community interest.

Council member Thompson thanked Mr. Stansel and members of the Alvin Museum Society for the services they provide at the Alvin Museum. He also stated that Newman Park is very well groomed in preparation for the Breast Cancer Awareness softball tournament being held this weekend.

Council member Reed expressed condolences to Commissioner Stacy Adams and family for the loss of his mother.

Council member Arendell congratulated Dan Kelinske and the Parks Department for their designation as a Play City USA affiliate; thanked the volunteers at the Alvin Museum Society for their efforts; thanked Missy Jordan for her service as a board member. Council member Arendell stated that he wanted to explain his vote on the water and wastewater fee increase vote. He believes that these repairs need to be done, but wished it could have gone a different route. He also asked staff to gather the expenditures made for all outside attorneys used for the past year.

Council member Richards thanked all the department heads and employees for the City of Alvin and expressed his thanks for the overpass mowing through town.

Council member Adame stated that the decision made on the water and wastewater fee increase ordinance was not an easy one to make. He realizes that the repairs need to be made, but wished it could be structured a different way. He also reported on the City’s water quality. He stated that the City has received a “Superior” water rating through the TCEQ for at least the past five years. Council member Adame also thanked Mr. Dillman for the presentation made this evening on behalf of the D.A.R.T. committee.

Council member Starkey expressed his condolences to Commissioner Adams family. He thanked members of the Alvin Museum Society for the volume of work they do on such limited resources. He also thanked the City of Alvin employees for their work.

Mayor Horn stated that City Council needs to look at holding their annual retreat sometime in September. Council member Starkey felt that a facilitator is needed for the retreat.

### **EXECUTIVE SESSION**

Mayor Horn called for an executive session at 8:15 p.m. in accordance to the following:

**Section 551.071** of the Government Code: Consultation between governmental body and its attorney to seek advice of attorney about pending or contemplated litigation or a settlement offer or a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act.

**Section 551.074** of the Government Code: Deliberation on the appointment, employment, evaluation, reassignment, duties, or discipline of a public officer or employee or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

1. City Manager Evaluation.

### **RECONVENE TO OPEN SESSION**

Mayor Horn reconvened the meeting at 10:00 p.m.

Consider authorization of severance payment and/or settlement offer regarding the City Attorney's employment agreement.

No Action taken.

Consider and take appropriate action, if any, regarding the annual evaluation of the City Manager.

No Action taken.

### **ADJOURNMENT**

Mayor Horn adjourned the meeting at 10:00 p.m.

PASSED and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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

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