

## **NOTICE OF PUBLIC MEETING**

BE IT KNOWN that the **City Council** of the **City of Alvin** will meet in **Regular Session** on **Thursday, November 6, 2014 at 7:00 P.M.** in the **Council Chambers** located on the 2<sup>nd</sup> floor of Alvin City Hall, 216 West Sealy Street, Alvin, Texas, with the following agenda:

**1. CALL TO ORDER**

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. SPECIAL PRESENTATIONS**

- A. Presentation and signing of the 2014-2016 Collective Bargaining Labor Agreement between the City of Alvin and the Alvin Police Officer's Association.

**5. APPROVAL OF MINUTES**

- A. Approve minutes of the October 23, 2014 Regular City Council meeting.

**6. PETITIONS OR REQUESTS FROM THE PUBLIC**

Speakers may be limited to 2, 3 or 5 minutes according to Section 2-24 of the Code of Ordinances, City of Alvin, Texas. State law prohibits the Mayor and members of the City Council from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law. Comments should be directed to the entire council, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of time privileges and expulsion from Council Chambers.

**7. REPORTS FROM CITIZENS BOARDS, COMMISSIONS, AND COMMITTEES**

**8. PUBLIC HEARING - NONE**

**9. CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:**

All items listed under the Consent Agenda are considered to be routine, and require little or no deliberation by City Council. These items will be enacted/approved by one motion unless a Council member requests separate action on an item, in which event the item will be removed from the Consent Agenda and considered by separate action. Approval of the Consent Agenda enacts the items of legislation and authorizes implementation of other items.

- A. Consider Ordinance 14-EE, an ordinance granting a permit to Phillips 66 Pipeline, LLC to construct certain pipeline facilities in certain property or rights-of-way of the city; regulating such construction, the date of completion, and the locations of street crossings; providing for a notice to proceed, fees, deposits, insurance, and a guaranty of performance; providing for non-waiver by the city; regulating conflicting terms of laws; providing a penalty in an amount not to exceed \$1,000.00 per day for each day of violation of any provision hereof; providing for severability; and other matters related thereto – second reading.

- B. Consider Ordinance 14-GG, amending the City of Alvin, Ordinance 14-AA passed and approved September 11, 2014, same being an ordinance approving and adopting the City of Alvin's budget for fiscal year 2014-15 by approving "Budget Amendment I" to the original 2014-15 budget; providing supplemental

appropriation and/or transfer of funds for the purpose of funding the Court Collections Analyst position in the Finance Department and amending the organization chart of the Finance Department; providing for severability; and providing for other matters related thereto – second reading.

**10. MATTERS REMOVED FROM CONSENT AGENDA**

**11. OTHER BUSINESS:**

**Council may approve, discuss, refer, or postpone items under Other Business.**

- A. Presentation and discussion on the 2035 Comprehensive Plan to outline the next steps using Chapter 6, Implementation.
- B. Consider Ordinance 14-HH, an ordinance granting a permit to Genesis Pipeline Texas, L.P. to construct certain pipeline facilities in certain property or rights-of-way of the city; regulating such construction, the date of completion, and the locations of street crossings; providing for a notice to proceed, fees, deposits, insurance, and a guaranty of performance; providing for non-waiver by the city; regulating conflicting terms of laws; providing a penalty in an amount not to exceed \$1,000.00 per day for each day of violation of any provision hereof; providing for other matters related thereto - first reading.
- C. Consider Ordinance 14-II amending Chapter 28, Comprehensive Fee Ordinance, for the purpose of increasing the fees charged for Owner-Surrendered animals at the Alvin Animal Adoption Center; providing for an effective date; and setting forth other provisions related thereto - first reading.
- D. Consider Resolution 14-R-40 acknowledging and accepting easements granted to the City of Alvin by Lorane Kocurek, Cecil Kirkland and Leonard Gonzales for the TxDOT Bridge Replacement project on County Road 149.
- E. Consider a final plat requested under the abbreviated plat procedure for Isabella Subdivision, 1 Block, 2 lots being 3.50 acres of land, out of 138.482 acres of land in the M.V. O'Donnell Survey, Abstract 468, Brazoria County, Texas.
- F. Consider a final plat requested under the abbreviated plat procedure for PNW RANCH a subdivision of 14.9966 acres of land in the William Pettus League Survey, Abstract No. 68, Fort Bend County, Texas.
- G. Consider a variance request from Michael Weeks, Broker/Owner of Weeks Realty & Investment, to waive the building setback requirement of Section 21-37 (a) of the Code of Ordinances, for five corner lots within the amended plat of A.C. Wade's Addition.
- H. Consider Resolution 14-R-36 revising the Alvin Senior Center - Rules and Regulations; and setting forth other matters related thereto.
- I. Consider a request from the Museum Society to install an antique wire stretcher in the grass area on the Sealy Street side in front of the Alvin Museum located at 302

West Sealy, along with a small decorative sign inviting passersby to visit the museum for more information.

- J. Consider appropriating \$11,000 for the 2015 July 4th fireworks celebration from the annual Progressive Waste (formerly IESI) donation.
- K. Consider rescheduling the regular City Council meeting of January 1, 2015 to January 8, 2015 and the regular City Council meeting of January 15, 2015 to January 22, 2015.
- L. Consider approval of a letter to the National Shooting Sports Foundation drafted by the City Attorney authorizing the Advisory Committee to the Alvin Municipal Sport Shooting Park and Youth Development Center to attend the NSSF Shooting, Hunting, Outdoor Trade Show in January 2015.

**12. REPORTS FROM CITY MANAGER**

- A. Review preliminary list of items for the Council meeting of November 20, 2014.
- B. Announcements:
  - 1. TxDOT Public Hearing FM528 extension – November 13, 2015 @ 5:30 p.m. in the Alvin High School auditorium.

**13. REPORTS FROM COUNCIL MEMBERS**

Pursuant to S.B. No. 1182, City Council Members may make a report or an announcement about items of community interest during a meeting of the governing body. No action will be taken or discussed.

- A. Announcements and requests from Council members.

**14. ADJOURNMENT**

I hereby certify that this Public Notice was placed on the Official Bulletin Board at City Hall on THURSDAY, OCTOBER 30, 2014 at 5:00 p.m.



\_\_\_\_\_  
Dixie Roberts, City Clerk

I hereby certify that this Public Notice was removed from the Official Bulletin Board at City Hall on this the \_\_\_\_\_ day of \_\_\_\_\_ 2014, at \_\_\_\_\_ a. /p.m.

\_\_\_\_\_  
Dixie Roberts, City Clerk

**\*\* All meetings of the City Council are open to the public, except when there is a necessity to meet in Executive Session (closed to the public) under the provisions of Chapter 551, Texas Government Code. The Council reserves the right to convene into executive session on any of the above posted agenda items that qualify for an executive session by publicly announcing the applicable section of the Open Meetings Act, including but not limited to sections 551.071 (litigation and certain consultation with the attorney), 551.072 (acquisition of interest in real property), 551.073 (contract for gift to city), 551.074 (certain personnel deliberations), or 551.087 (qualifying economic development negotiations).**

*If you plan to attend this meeting and you have a disability that requires special arrangements at the meeting, please contact the City Clerk at 281-388-4255 or [droboterts@cityhall.cityofalvin.com](mailto:droboterts@cityhall.cityofalvin.com). Requests for special services must be received 48 hours prior to the meeting time. Reasonable accommodations will be made to assist your needs. City Hall is wheel chair accessible and a sloped curb entry is available at the East and West Entrances to the City Hall.*

**MINUTES  
CITY OF ALVIN, TEXAS  
216 W. SEALY STREET  
REGULAR CITY COUNCIL MEETING  
THURSDAY, OCTOBER 23, 2014  
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 Terry Droege and Council members: Gabe Adame, Adam Arendell, Scott Reed, Brad Richards, and Keith Thompson. Also present were Junru Roland, Interim City Manager, Bobbi Kacz, City Attorney, Grace Cruzen, Deputy City Clerk.

**INVOCATION**

Reverend Charles Smith of the First Christian Church gave the invocation.

**PLEDGE OF ALLEGIANCE**

Council member Terry Droege led the Pledge of Allegiance to the American Flag. Council member Scott Reed led the Pledge of Allegiance to the Texas Flag.

**SPECIAL PRESENTATIONS**

Proclamation declaring October, 2014 as National Colonial Heritage Month.

Mayor Horn read the proclamation. There was no one present to accept the proclamation.

Proclamation declaring November, 2014 as Alzheimer's Disease Awareness Month.

Mayor Horn presented a proclamation to Ms. Laura Hatley declaring the month of November, 2014 as Alzheimer's Disease Awareness Month. Ms. Hatley spoke on the Alzheimer program in Alvin hosted by the First Presbyterian Church.

Presentation by Chief of Police Robert Lee regarding the Texas Law Enforcement Recognition Program.

*The Texas Police Chief's Association developed a voluntary program which requires agencies to prove their compliance with 166 best business practices for Texas law enforcement to independent assessors. This program helps reduce risk in 12 critical areas of agency operations, and more importantly, assists the agency in remaining progressive and professional.*

Police Chief Robert Lee gave an informative presentation on the Texas Law Enforcement Recognition Program that the Alvin Police Department will be participating in.

**APPROVAL OF MINUTES**

Approve minutes of the October 2, 2014 Regular City Council meeting.

Council member Arendell moved to approve the minutes of October 2, 2014. Seconded by Council member Droege. Motion to approve carried on a vote of 7 Ayes.

Approve minutes of the October 9, 2014 Workshop/Special City Council meeting.

Council member Droege moved to approve the minutes of October 9, 2014. Seconded by Council member Richards. The motion to approve carried on a vote of 7 Ayes.

**PETITIONS OR REQUESTS FROM THE PUBLIC**

Johanna McWilliams, President of the Alvin-Manvel Chamber of Commerce, addressed the Council to introduce the participants of the Leadership Institute. She explained the program and thanked council for their participation. Kathy Mutina explained their class project.

Dan Kelinske, Director of Parks and Recreation, addressed the Council to announce the fall community events: 3<sup>rd</sup> Annual Barktoberfest October 25<sup>th</sup>, Alvin Community College; 39th annual Fall Festival and Zombie Blood Run; and the 10<sup>th</sup> Annual Trick or Treat Trail at National Oak Park on October 31, 2014. Mr. Kelinske also provided an update on the construction project on the Hike and Bike Trail.

Mr. Mark Woolridge, Texas Department of Transportation area engineer, addressed the Council to provide information on the Bypass 35 projects between FM 517 and FM 528.

**REPORTS FROM CITIZENS BOARDS, COMMISSIONS, AND COMMITTEES**

No reports were given.

**PUBLIC HEARING**

There were no public hearings.

**OTHER BUSINESS**

Receive and acknowledge the monthly financial report for September, 2014.

Mr. Junru Roland, Interim City Manager, presented the financial report for September 2014. He explained that the City is in its audit season and the numbers provided are pre-audited numbers which may slightly change after the year end.

Council member Arendell moved to acknowledge receipt of the monthly financial report of September, 2014. Seconded by Council member Richards; motion carried on a vote 7 Ayes.

Receive and acknowledge the quarterly investment report for the quarter ending September 30, 2014.

Mr. Junru Roland, Interim City Manager, presented the quarterly investment report for the quarter ending September 2014.

Council member Reed moved to acknowledge receipt of the quarterly investment report for the quarter ending September 201. Seconded by Council member Droege; motion carried on a vote of 7 Ayes.

Consider request from Carrie Holder to close a portion of Kendall Crest Drive on October 31, 2014 from 8:00 p.m. to 11:00 p.m. for the purpose of a Halloween Block Party.

*Ms. Holder contacted the City Clerk first of October with this request. She was informed that her request would need City Council authorization. Ms. Holder also requested the use of city barricades. She has obtained signatures from her neighbors in support of this request. The City Clerk further informed Ms. Holder that the residents would have to have someone man the barricades to allow residents ingress/egress from the area during the time the street is closed. She concurred with this request.*

Council member Arendell moved to approve request from Carrie Holder to close a portion of Kendall Crest Drive on October 31, 2014 from 8:00 p.m. to 11:00 p.m. Seconded by Council member Reed; motion carried on a vote of 7 Ayes.

Consider approval of out of State travel for shooting range advisory group members: Council member Scott Reed, CVB Director Julie Siggers and Mike Bryan to attend the 2015 shooting, hunting, outdoor trade show January 20-23, 2015 in Las Vegas, Nevada.

*The City's Travel Policy requires that all requests for out-of-state travel be approved in advance by the Council for employees, committee members and councilmembers. The SHOT Show is the largest and most comprehensive trade show for all professionals involved with the shooting sports, hunting and law enforcement industries.*

Council member Droege made a motion to postpone consideration of this item until after the executive session to hear finance information on the shooting range. Seconded by Council member Richards; a roll call vote was taken:

Councilmember Thompson	No	Councilmember Reed	Yes
Councilmember Arendell	Yes	Councilmember Richards	Yes
Councilmember Droege	Yes	Councilmember Adame	Yes
Councilmember Stuksa	Yes		

The motion to postpone carried on a vote of 6 Ayes and 1 No.

Following the executive session, Council member Droege moved to approve out-of-state travel for shooting range advisory group members: Council member Scott Reed, CVB Director Julie Siggers and Mike Bryan to attend the 2015 SHOT Show January 20-23, 2015 in Las Vegas, Nevada to be paid through Hotel Occupancy Tax revenues. Seconded by Council member Stuksa; motion to approve carried on a vote of 5 Ayes, with Council member's Richards and Thompson voting No.

Consider authorizing staff to develop an agreement with Conservation and Reclamation District #3 for the construction of a dry detention pond at Kost Road and South Street.

*This item was placed on the agenda at the request of the Mayor in order to help alleviate some confusion from the workshop held on October 9, 2014.*

Mayor explained that he added this item to the agenda to provide an update to the public. On October 9, 2014 Council approved not to proceed with a wetlands feature but to put in a dry detention area with landscaping similar to what is in place at Fairview Junior High School. Also for clarification, the Mayor explained the he placed this item on the agenda to request authorizing staff to develop an agreement with Conservation and Reclamation District #3 for the construction of a dry detention pond at Kost Road and South Street.

Council member Reed inquired about clarifying the process that will occur to develop the detention pond. Michelle Segovia explained that she has the engineers estimated cost for the total project and is aware that certain aspects of the project will go out for bids. She further explained that she will have a meeting next week with the general manager of the C & R District 3 to go over the plans of the project to see what parts of the project C&R will do and what parts of the project will be contracted out and what parts of the project will be done in house by the City. She addressed the 3<sup>rd</sup> party bids and explained that after the plans are completed the estimated timeframe is the end of November or the beginning of December. Once a better understanding is gathered as to what the C & R District 3 is able to do on this project; an agreement will be prepared and brought to Council for consideration.

Following discussion, Council member Reed moved to authorize staff to develop an agreement with Conservation and Reclamation District #3 for the construction of a dry detention pond at

Kost Road and South Street. Seconded by Council member Stuksa; motion carried on a vote of 7 Ayes.

Presentation and discussion on the 2035 Comprehensive Plan to outline next steps using Chapter 6, Implementation.

*The 2035 Comprehensive plan has been adopted by City Council. Chapter 6, Implementation, covers several elements, methods, and administration to move this living document forward. These will be presented which will lead to the Implementation Action Plan. Top key recommendations will be highlighted for Council discussion.*

Mayor Horn announced that this item will be postponed to November 6<sup>th</sup> City Council meeting.

Consider Ordinance 14-EE, an ordinance granting a permit to Phillips 66 Pipeline, LLC to construct certain pipeline facilities in certain property or rights-of- way of the city; regulating such construction, the date of completion, and the locations of street crossings; providing for a notice to proceed, fees, deposits, insurance, and a guaranty of performance; providing for non-waiver by the city; regulating conflicting terms of laws; providing a penalty in an amount not to exceed \$1,000.00 per day for each day of violation of any provision hereof; providing for severability; and other matters related thereto – first reading.

*Phillips 66 Pipeline, LLC is proposing the construction of an 18" Natural Gas Liquids Pipeline in an existing pipeline right-of-way, this line will extend from Sweeny to Mont Belvieu. Construction began in September 2014 on portions of the line outside of the Alvin area and is expected to last until September 2015. The line is proposed to cross the City's 100' strip at four separate locations as shown on attached Exhibit A of ordinance 14-EE. Phillips 66 Pipeline, LLC, through its right-of-way agent G & P Land, has submitted all required information as required by Chapter 16 Article IV Pipelines of the City's Code of Ordinances. All components of the project have been designed and will be operated in full compliance with the Texas Railroad Commission.*

Council member Arendell moved to approve Ordinance 14-EE, an ordinance granting a permit to Phillips 66 Pipeline, LLC to construct certain pipeline facilities in certain property or rights-of-way of the city; regulating such construction, the date of completion, and the locations of street crossings; providing for a notice to proceed, fees, deposits, insurance, and a guaranty of performance; providing for non-waiver by the city; regulating conflicting terms of laws; providing a penalty in an amount not to exceed \$1,000.00 per day for each day of violation of any provision hereof; providing for severability; and other matters related thereto on first reading. Seconded by Council member Reed; motion carried on a vote of 7 Ayes.

Consider Ordinance 14-GG amending the City of Alvin, Ordinance 14-AA passed and approved September 11, 2014, same being an ordinance approving and adopting the City of Alvin's budget for fiscal year 2014-15 by approving "Budget Amendment I" to the original 2014-15 budget; providing supplemental appropriation and/or transfer of funds for the purpose of funding the Court Collections Analyst position in the Finance Department and amending the organization chart of the Finance Department; providing for severability; and providing for other matters related thereto– first reading.

*As part of Chief Lee's initiative to reduce traffic violations and accidents, the police department has increased their presence on the streets. Motorcycle patrol officers began patrolling the streets of Alvin in September, 2014. As a result of the traffic enforcement program, the number of citations has significantly increased; resulting in an increased workload on our Municipal Court. Over the past years the City averaged approximately 350 citations per month (\$105 of court revenue per citation). For September, there were 525 citations issued. The municipal court staff has had to work several weekends in order to process the influx of citations. Thus, I am requesting that council authorize the funding of the Court Collections Analyst -- \$28,271. Funding for this position would come from the General Fund (the same fund that the court fine revenue is credited to).*

Junru Roland, Interim City Manager, addressed the Council to request funding the Court Collections Analyst position due to the increase in the number of citations as a result of reducing traffic violations and accidents in Alvin.

Council member Arendell moved to approve Ordinance 14-GG amending the City of Alvin, Ordinance 14-AA passed and approved September 11, 2014, same being an ordinance approving and adopting the City of Alvin's budget for fiscal year 2014-15 by approving "Budget Amendment I" to the original 2014-15 budget; providing supplemental appropriation and/or transfer of funds for the purpose of funding the Court Collections Analyst position in the Finance Department and amending the organization chart of the Finance Department; providing for severability; and providing for other matters related thereto on first reading. Seconded by Council member Reed; motion carried on a vote of 7 Ayes.

Consider an Intergovernmental Agreement with the Houston-Galveston Area Council (H-GAC) to receive grant funds funded by TXDOT designed to increase DWI directed enforcement during certain holiday periods in order to help remove drunk drivers from our roadways and reduce traffic accidents and injuries/fatalities and authorize the Mayor to execute the agreement.

*The Alvin Police Department applied and was accepted to participate in the 2015 Regional DWI Task Force. Alvin PD was approved for up to \$7,000.00 salary reimbursement for officers' total overtime wages and related costs, including mileage, for the period 11/01/2014 through 09/30/2015, covering six specified holiday periods. The agreement provides that H-GAC will reimburse within 45 days of submission of the requests for reimbursement. The goal of the grant is to reduce intoxicated drivers on the road in an effort to reduce alcohol related crashes and injuries/fatalities.*

Council member Reed moved to approve an Intergovernmental Agreement with the Houston-Galveston Area Council (H-GAC) to receive grant funds funded by TXDOT designed to increase DWI directed enforcement during certain holiday periods in order to help remove drunk drivers from our roadways and reduce traffic accidents and injuries/fatalities and authorize the Mayor to execute the agreement. Seconded by Council member Richards; motion to approve carried on a vote of 7 Ayes.

Consider Resolution 14-R-41, authorizing the Mayor to execute an Agreement made pursuant to Texas Local Government Code Chapter 380 with Highland Square Ltd., regarding the City's incentive for improvements made by Highland Square Ltd. to close and remove an existing entrance to the development from FM 1462 and relocate the entrance to FM 1462 at Pearson Road to improve the safety of commercial activity within the Highland Square development by providing a safer access.

*This resolution authorizes a 380 Agreement with Highland Square LTD. The Agreement requires Highland Square LTD to be solely responsible for the development and construction of the closure and removal of one of the existing entrances from FM 1462 and the relocation of a new entrance on FM 1462 that will line up with Pearson Road. Highland Square is also solely responsible for TxDOT signals and signage requirements for this roadway change. As an incentive, the City will contribute \$50,000 for project costs that are expected to exceed \$165,000 for this project. The City will pay the contribution amount to Highland Square only upon TxDOT's acceptance of the work performed. This project is intended to promote continued local economic development and improve safety of commercial activity by providing a safer access to the Highland Square center.*

Council member Stuksa moved to approve Resolution 14-R-41, authorizing the Mayor to execute an Agreement made pursuant to Texas Local Government Code Chapter 380 with Highland Square Ltd., regarding the City's incentive for improvements made by Highland Square Ltd. to close and remove an existing entrance to the development from FM 1462 and relocate the entrance to FM 1462 at Pearson Road to improve the safety of commercial activity

within the Highland Square development by providing a safer access. Seconded by Council member Arendell; motion to approve carried on a vote of 7 Ayes.

Consider approval of Resolution 14-R-42, adopting the Anti-NIMBYism (Not In My Backyard) Action Plan for the City of Alvin as required by the Fair Housing Activity Statement – Texas (FHAAT) through the General Land Office of Texas.

*General Land Office (GLO) requires the City of Alvin to meet certain requirements for grants funds received from the Hurricane Dolly & Ike grant that includes Round 2.1 & 2.2. Staff has put an Anti-NIMBYism Action Plan together as requested by GLO for adoption by Council.*

Brian Smith, Public Services Director, addressed the Council to explain the meaning of anti-NIMBYism.

Following discussion, Council member Thompson moved to approve Resolution 14-R-42. Seconded by Council member Stuksa; motion to approve carried on a vote of 7 Ayes.

Consider a contract with the Texas Water Development Board for a 100% FEMA funded Flood Mitigation Assistance Grant; and authorize the Mayor to execute the contract.

*In September 2013 Jeff Ward and Associates, on the City's behalf and at Council's direction, applied for a Flood Mitigation Assistance Grant to acquire and demolish two homes that FEMA had classified as Severe Repetitive Loss (SRL) properties due to the number of flood losses that had occurred in the previous ten years. Based on the application that was submitted, FEMA has awarded the grant and authorized the Texas Water Development Board, the grant administrator, to contract with the City to distribute the grant funds for the purchase and demolition of the homes located at 3404 Hummingbird and 1409 Talmadge. The total amount of the grant is \$226,671 and is paid 100% by FEMA with no City required match.*

Council member Reed moved to approve a contract with the Texas Water Development Board for a 100% FEMA funded Flood Mitigation Assistance Grant; and authorize the Mayor to execute the contract. Seconded by Council member Droege; motion to approve carried on a vote of 7 Ayes.

Consider a contract with Jeff S. Ward & Associates for consulting services related to the implementation of the Flood Mitigation Assistance Grant for the acquisition and demolition of two flood prone homes located on Talmadge St. and Hummingbird Ln.; and authorize the Mayor execute the contract.

*The contract submitted by Jeff S. Ward & Associates, consultant services will be provided to implement the Flood Mitigation Assistance Grant that was awarded by FEMA and administered by the Texas Water Development Board via its contract with the City to buyout the homes located at 1409 Talmadge and 3404 Hummingbird. The Consultant will implement the grant and file all the necessary paperwork as required by FEMA. All services performed by Jeff S. Ward & Associates are covered by the grant.*

Council member Reed moved to approve a contract with Jeff S. Ward & Associates, consultant services will be provided to implement the Flood Mitigation Assistance Grant that was awarded by FEMA and administered by the Texas Water Development Board via its contract with the City to buyout the homes located at 1409 Talmadge and 3404 Hummingbird. The Consultant will implement the grant and file all the necessary paperwork as required by FEMA. All services performed by Jeff S. Ward & Associates are covered by the grant. Seconded by Council member Droege; motion to approve carried on a vote of 7 Ayes.

Consider a one year contract extension through December 31, 2015 with Wells Fargo Bank for depository and banking services to the City of Alvin.

*On December 2, 2010, council approved a depository agreement with Wells Fargo to be the City's depository and provide banking services. The current contract began on January 1, 2011, and extends through December 31, 2013; with the option of 2 one-year extensions per council approval. October 3, 2013, council approved the first one-year contract extension through December 31, 2014. Staff requests that council approve the second one-year extension through December 31, 2015 to Wells Fargo Bank.*

Council member Droege moved to approve a one year contract extension through December 31, 2015 with Wells Fargo Bank for depository and banking services to the City of Alvin. Seconded by Council member Arendell; motion to approve extension carried on a vote of 7 Ayes.

Consider Resolution 14-R-39 acknowledging and accepting easements granted to the City of Alvin for the TxDOT Bridge Replacement project on Old Galveston Road.

*TxDOT required the City to obtain easements from the property owners in order to accomplish the bridge replacement project on Old Galveston Road. This resolution formally acknowledges the City's acceptance of these easements being granted to the City.*

Council member Droege moved to approve Resolution 14-R-39 acknowledging and accepting easements granted to the City of Alvin for the TxDOT Bridge Replacement project on Old Galveston Road. Seconded by Council member Adame; motion to approve carried on a vote of 7 Ayes.

Council member Arendell inquired as to when this project will begin. Michelle Segovia, City Engineer, will check into the start date and notify Council.

Consider Resolution 14-R-40 acknowledging and accepting easements granted to the City of Alvin for the TxDOT Bridge Replacement project on County Road 149.

*TxDOT required the City to obtain easements from the property owners in order to accomplish the bridge replacement project on County Road 149. This resolution formally acknowledges the City's acceptance of these easements being granted to the City.*

Mayor Horn announced that Resolution 14-R-40 will be postponed to the November 6, 2014 City Council meeting.

## **REPORTS FROM CITY MANAGER**

Review preliminary list of items for the Council meeting of November 6, 2014.

Junru Roland, Interim City Manager, reviewed the list of items for the November 6, 2014 Council meeting.

### Announcements:

Mr. Roland reported that the TxDOT Public Hearing regarding FM528 from SH35B to SH6 will be held on Nov. 13, 2014.

## **REPORTS FROM COUNCIL MEMBERS**

Announcements and requests from Council members.

Councilmember Thompson thanked, the C & R District 3 and Brian Smith, Public Works Director, and his crew for repairing a major sewer line behind the Somerset Subdivision. He invited everyone in attendance out to his neighborhood on Halloween.

Councilmember Richards announced that the Novemberfest will be held on November 8, 2014.

Councilmember Adame announced that he toured the Alvin Animal Shelter recently. He stressed that the shelter is in need of volunteers.

Councilmember Stuksa expressed a word of caution to those trick-o-treating this Halloween. He requested that the grass be cut at the proposed site of the detention pond on Kost and South Street.

**CLOSED EXECUTIVE SESSION: THE CITY COUNCIL WILL CONVENE INTO A CLOSED EXECUTIVE MEETING IN ACCORDANCE WITH TEXAS GOVERNMENT CODE, PURSUANT TO THE AUTHORITY CONTAINED IN:**

*Section 551.071(2) - Attorney consultation to receive attorney advice and counsel in connection with the City's legal rights, duties, privileges, and obligations related to the ongoing negotiations of a Collective Bargaining Agreement.*

**CLOSED EXECUTIVE SESSION: THE CITY COUNCIL WILL CONVENE INTO A CLOSED EXECUTIVE MEETING IN ACCORDANCE WITH TEXAS GOVERNMENT CODE, PURSUANT TO THE AUTHORITY CONTAINED IN**

*Section 551.071(2) - Attorney consultation to receive attorney advice and counsel on 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 this chapter. SGR ITEM*

**CLOSED EXECUTIVE SESSION: THE CITY COUNCIL WILL CONVENE INTO A CLOSED EXECUTIVE MEETING IN ACCORDANCE WITH TEXAS GOVERNMENT CODE, PURSUANT TO THE AUTHORITY CONTAINED IN**

*Section 551.087 - of the Government Code: (1) Deliberations regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations or (2) deliberations regarding the offer of a financial or other incentive to a business prospect described by Subdivision (1).*

Mayor Horn convened the meeting into executive session at 7:59 p.m.

**RECONVENE TO OPEN SESSION**

Mayor Horn reconvened the meeting into open session at 10:09 p.m.

**ACTION ITEM FROM EXECUTIVE SESSION;** Consideration and action, if any, to approve a newly negotiated Collective Bargaining Labor Agreement between the City of Alvin, Texas and the Alvin Police Officer's Association; and authorize the Mayor to sign the agreement.

Council member Reed moved to approve the Collective Bargaining Labor Agreement with addition to exhibit "A" to include the entrance level staff pay of \$42,099.20 and eliminate the 6 month pay. Seconded by Council member Arendell; motion to approve carried on a vote of 7 ayes.

**ADJOURNMENT**

Council member Arendell moved to adjourn the meeting at 10:10 p.m. Seconded by Council member Droege; motion to adjourn carried on a vote of 7 Ayes.

PASSED and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Paul Horn, Mayor

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



# AGENDA COMMENTARY

Discussion Date:

Approval Date:

Submitted By:

**SUBJECT:**

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**DISCUSSION:**

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**RECOMMENDATION:**

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**ATTACHMENTS:**

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|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |
- 

Submitted by:

Funds Available:

Approved as to Form:

Approved By:

Department Head

Finance Director

City Attorney

City Manager

**ORDINANCE NO. 14-EE**

**AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, GRANTING A PERMIT TO PHILLIPS 66 PIPELINE, LLC TO CONSTRUCT CERTAIN PIPELINE FACILITIES IN CERTAIN PROPERTY OR RIGHTS-OF-WAY OF THE CITY; REGULATING SUCH CONSTRUCTION, THE DATE OF COMPLETION, AND THE LOCATIONS OF STREET CROSSINGS; PROVIDING FOR A NOTICE TO PROCEED, FEES, DEPOSITS, INSURANCE, AND A GUARANTY OF PERFORMANCE; PROVIDING FOR NON-WAIVER BY THE CITY; REGULATING CONFLICTING TERMS OF LAWS; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$1,000.00 PER DAY FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; PROVIDING FOR SEVERABILITY; AND OTHER MATTERS RELATED THERETO.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:**

**Section 1.** This ordinance grants a permit, pursuant to the Alvin Pipeline Ordinance (Alvin Code of Ordinances, Chapter 16, Article IV), to Phillips 66 Pipeline, LLC (User) to construct the pipeline facilities described on Exhibit "A" hereto in, under, and across the rights-of-way of the City at the locations shown on Exhibit "A" hereto.

**Section 2.** Said pipeline facilities shall be constructed according to the attached Exhibit "A" and all applicable law.

**Section 3.** Said pipeline facility shall be completed no later than the following date: 365 days from approval.

**Section 4.** The points at which the pipeline facilities may cross the City's rights-of-way are specified on the attached Exhibit "A".

**Section 5.** No construction of said pipeline facilities shall begin until the City has issued a notice to proceed pursuant to the Pipeline Ordinance, after User has filed with the City proof of insurance, a guaranty of performance, and all applicable fees and deposits, all pursuant to the Pipeline Ordinance of the City.

**Section 6.** This ordinance shall not waive or impair any of the requirements of the Pipeline Ordinance of the City. This ordinance is subject to the terms of the Pipeline Ordinance. However, in the event of a conflict of terms, the more restrictive provision that provides greater protection to the City and its property shall govern and control.

**Section 7.** This ordinance is expressly conditioned upon compliance with the Alvin Pipeline ordinance and other applicable city ordinances, including but not limited to, Alvin City Code, Chapter 24, Traffic, Article III, Commercial Motor Vehicles. If any provision of the Pipeline Ordinance is not followed, a permit for the construction of facilities or this franchise may be

revoked. If a person has not followed the terms and conditions of the Pipeline Ordinance with respect to work done pursuant to a prior permit, new permits may be denied or additional terms may be required.

**Section 8.** If any part of this ordinance, of whatever size, is ever declared invalid or unenforceable for any reason, the remainder of this order shall remain in full force and effect.

**Section 9.** This ordinance shall be effective when it has been passed and adopted by the City and has been accepted by the User as shown by User's signature hereon. This ordinance shall be void unless User signs it within thirty days of its passage and adoption. By signing this ordinance, User also represents, warrants, and agrees that User shall comply with this ordinance, the Pipeline Ordinance, and all applicable law concerning the subject matter of this ordinance.

**Section 10. Penalty.** Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violate any provision of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$1000.00. Each day of violation shall constitute a separate offense. Additionally, civil remedies and penalties may be imposed for violation of any provision of ordinance pursuant to Section 16-87.

**Section 11. Repealing Clause.** All ordinances or parts of ordinances inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

**Section 12. Severability.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Alvin, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED AND APPROVED** on first reading on the \_\_\_\_\_ day of \_\_\_\_\_ 2014.

**PASSED AND APPROVED** on second reading on the \_\_\_\_\_ day of \_\_\_\_\_ 2014.

**ATTEST:**

**CITY OF ALVIN, TEXAS:**

By: \_\_\_\_\_  
Dixie Roberts, City Clerk

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

**APPROVED AS TO FORM:**

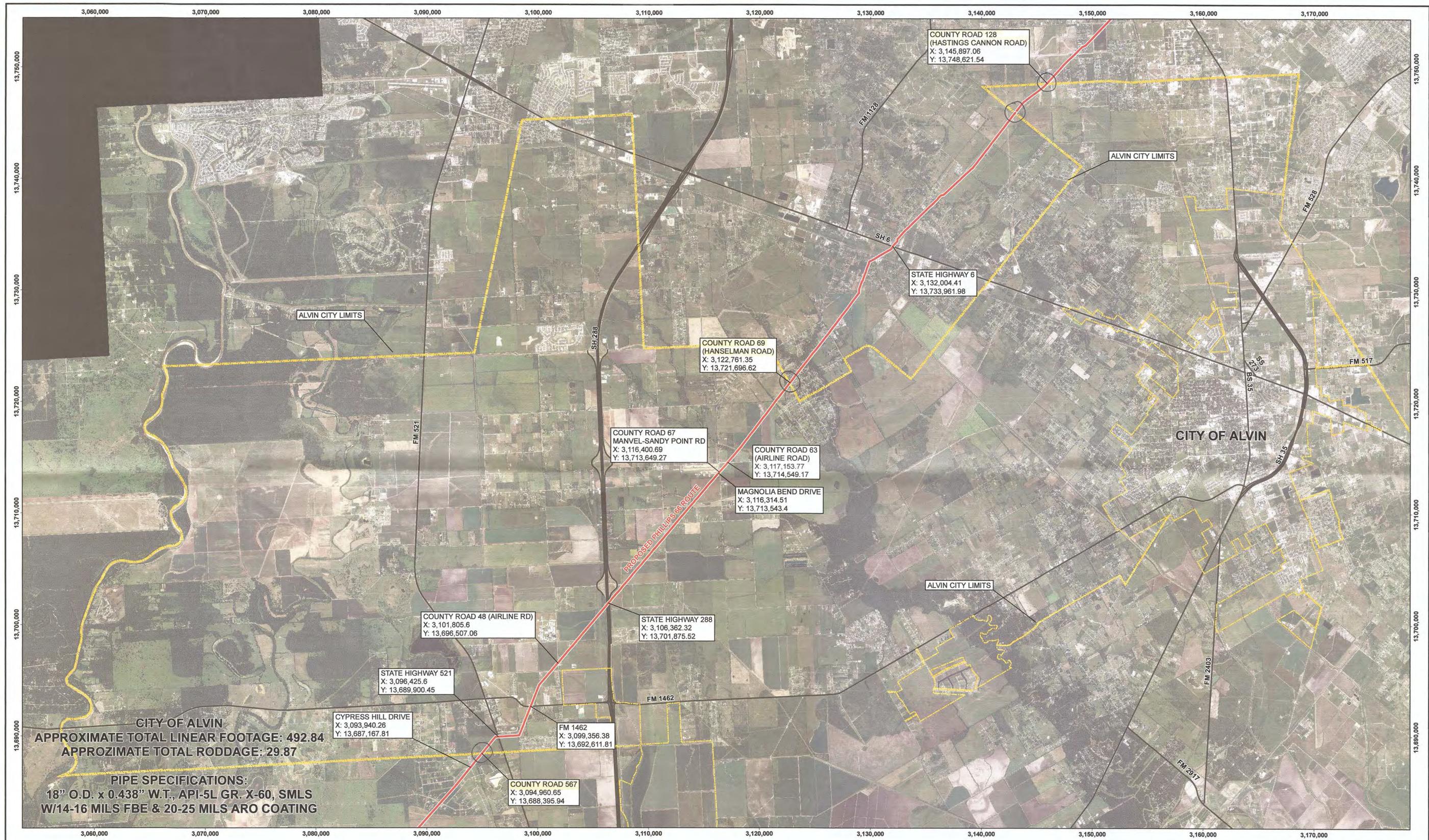
\_\_\_\_\_  
Bobbi Kacz, City Attorney

**PERMIT USER - PHILLIPS 66, LLC:**

**ATTEST:**

By: \_\_\_\_\_

By: \_\_\_\_\_



**CITY OF ALVIN**  
**APPROXIMATE TOTAL LINEAR FOOTAGE: 492.84**  
**APPROXIMATE TOTAL RODDAGE: 29.87**

**PIPE SPECIFICATIONS:**  
**18" O.D. x 0.438" W.T., API-5L GR. X-60, SMLS**  
**W/14-16 MILS FBE & 20-25 MILS ARO COATING**

**LEGEND**

- PROPOSED ROUTE
- - - ALVIN CITY LIMITS

SCALE 11X17: 1" = 8000'  
 SCALE 22X34: 1" = 4000'

**PHILLIPS 66 PIPELINE, LLC**  
 P.O. BOX 4428  
 HOUSTON, TX 77210  
 (281) 293-6600

**audubon**  
 Total Flexibility. Total Solutions.

Map data was compiled from the most recent and reliable sources. Audubon Engineering makes no guarantee or assumption of the accuracy of this map and assumes no liability for reliance on this information.  
 Coordinate System: Texas State Plane South Central, NAD 83, Feet.

REVIEWED BY:						RELEASED ONLY FOR:			
PROJ ENGR						PRELIM.	PROJ. ENGR.	FAC. ENGR.	DATE
ENGR						APPROVAL			
OPR						BID			
CONST						CONSTR.			
HS&E	8/4/2014	A	ISSUED FOR INFORMATION	IML					
	DATE	REV	DESCRIPTION	BY	CHKD	APP'D			

**PHILLIPS 66**  
**SWEENEY MIDSTREAM PROJECT**  
**ALVIN CITY LIMITS MAP**  
**BRAZORIA COUNTY, TEXAS**

ENGR: IML  
 DGN: IML  
 SCALE: AS SHOWN  
 DATE: 8/4/2014

Path: X:\GIS\Projects\Phillips66\Sweeney Midstream Project\Road Crossing Maps\Alvin Road Maps\VP6 Alvin Road Map Overall.mxd

Exhibit A



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** Junru Roland

## **SUBJECT:**

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Consider Ordinance 14-GG amending the City of Alvin, Ordinance 14-AA passed and approved September 11, 2014, same being an ordinance approving and adopting the City of Alvin's budget for fiscal year 2014-15 by approving "Budget Amendment I" to the original 2014-15 budget; providing supplemental appropriation and/or transfer of funds for the purpose of funding the Court Collections Analyst position in the Finance Department and amending the organization chart of the Finance Department; providing for severability; and providing for other matters related thereto - second reading.

## **DISCUSSION:**

---

As part of Chief Lee's initiative to reduce traffic violations and accidents, the police department has increased their presence on the streets. Motorcycle patrol officers began patrolling the streets of Alvin in September, 2014. As a result of the traffic enforcement program, the number of citations has significantly increased; resulting in an increased workload on our Municipal Court. Over the past years the City averaged approximately 350 citations per month (\$105 of court revenue per citation). For September, there were 525 citations issued. The municipal court staff has had to work several weekends in order to process the influx of citations. Thus, I am requesting that council authorize the funding of the Court Collections Analyst -- \$28,271. Funding for this position would come from the General Fund (the same fund that the court fine revenue is credited to).

## **RECOMMENDATION:**

---

Move to approve Ordinance 14-GG on second and final reading.

## **ATTACHMENTS:**

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- |  |                                 |
|--|---------------------------------|
| 1. Ordinance 14-GG                       | 4. Current Organizational Chart |
| 2. Exhibit A-accounts                    | 5.                              |
| 3. Exhibit B-Proposed Organization Chart | 6.                              |

### **Submitted by:**

**Junru  
Roland**

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.15 08:02:27  
-05'00'

**Department Head**

### **Funds Available:**

**Junru  
Roland**

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com, o=City  
of Alvin, ou=Finance Department,  
c=US  
Date: 2014.10.15 08:02:38 -05'00'

**Finance Director**

### **Approved as to Form:**

**Bobbi J  
Kacz**

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=jkacz@cityofalvin.com, c=US  
Date: 2014.10.15 17:53:25 -05'00'

**City Attorney**

### **Approved By:**

**Junru  
Roland**

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:08:43 -05'00'

**City Manager**

## ORDINANCE NO. 14-GG

AN ORDINANCE AMENDING CITY OF ALVIN, ORDINANCE NO. 14-AA, PASSED AND APPROVED SEPTEMBER 11, 2014, SAME BEING AN ORDINANCE APPROVING AND ADOPTING THE CITY OF ALVIN'S BUDGET FOR FISCAL YEAR 2014-2015 BY APPROVING "BUDGET AMENDMENT I" TO THE ORIGINAL 2014-15 FY BUDGET; PROVIDING FOR SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF FUNDS FOR THE PURPOSE OF FUNDING THE COURT COLLECTIONS ANALYST POSITION IN THE FINANCE DEPARTMENT AND AMENDING THE ORGANIZATIONAL CHART OF THE FINANCE DEPARTMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR OTHER MATTERS RELATED THERETO.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS;

**Section 1.** That the City of Alvin 2014-2015 Fiscal Year Budget and Ordinance 14-AA adopting said budget are hereby amended for the purpose of funding the position of "Court Collections Analyst" by transferring certain funds to the individual budget accounts in all funds set forth in Exhibit "A" attached hereto and incorporated herein by reference, and amending the organizational chart of the Finance Department to indicate such position as funded as set forth in Exhibit "B", attached hereto and incorporated herein by reference.

**Section 2.** All portions of the existing Alvin 2014-2015 Fiscal Year Budget, except as amended herein, shall remain in full force and effect, and are not otherwise affected by the adoption of this amendatory ordinance.

**Section 3. Severability.** Should any section or part of this ordinance be held unconstitutional, illegal, invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

**Section 4. Open Meetings Act.** It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't Code*.

**PASSED AND APPROVED** on first reading on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**PASSED AND APPROVED** on second and final reading on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

ATTEST:

**CITY OF ALVIN, TEXAS:**

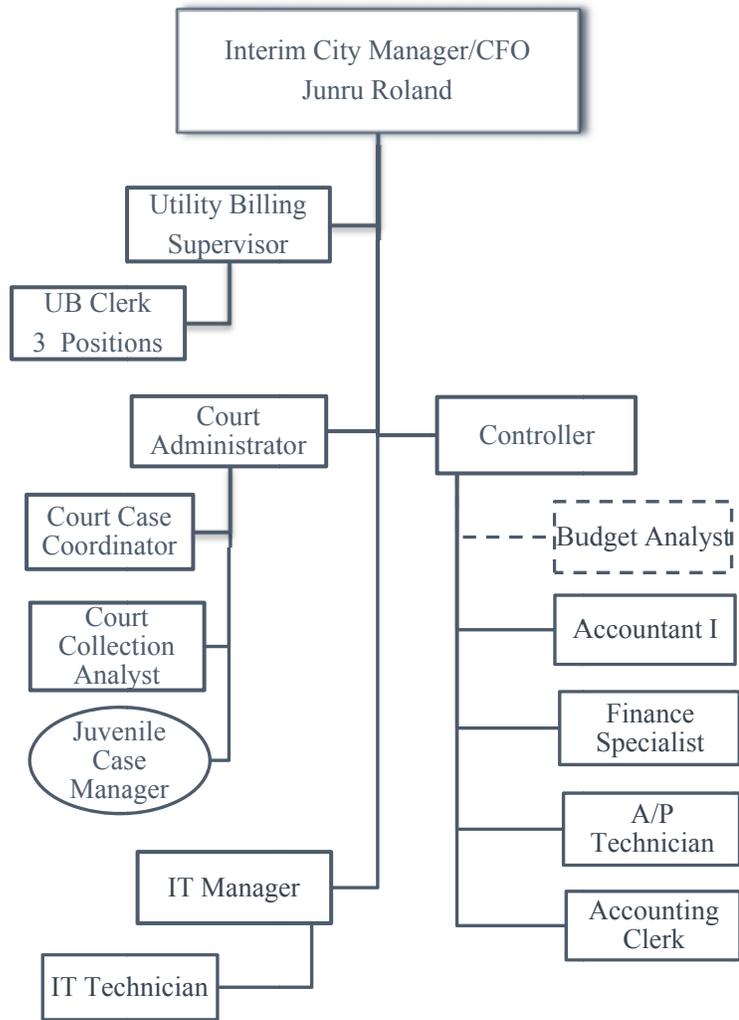
By: \_\_\_\_\_  
Dixie Roberts, City Clerk

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

**EXHIBIT "A"**

<b>Account Number</b>	<b>Account Description</b>	<b>Amount</b>	<b>Reason</b>
111 2502 00 1001	SALARY	\$ 22,657	Court Clerk
111 2502 00 1009	TMRS	\$ 3,881	Court Clerk
111 2502 00 1011	FICA	\$ 1,733	Court Clerk
111-300000	FUND BALANCE	\$ 28,271	Court Clerk

Finance Department  
Proposed Organizational Chart



Department Head

Full-time position

Full-time position -  
Funding Split

Unfunded position

Part-time position



# AGENDA COMMENTARY

Discussion Date: 11/06/2014

Approval Date: 11/06/2014

Submitted By: L. Buehler

## SUBJECT:

Presentation and discussion on the 2035 Comprehensive Plan to outline next steps using Chapter 6, Implementation.

## DISCUSSION:

The 2035 Comprehensive plan has been adopted by City Council. Chapter 6, Implementation, covers several elements, methods, and administration to move this living document forward. These will be presented which will lead to the Implementation Action Plan. Top key recommendations will be highlighted for Council discussion.

## RECOMMENDATION:

Discussion only.

## ATTACHMENTS:

- |  |    |
|--|----|
| 1. Com Plan - Chapter 6 Implementation | 4. |
| 2.                                     | 5. |
| 3.                                     | 6. |

Submitted by:

Larry  
Buehler

Digitally signed by Larry Buehler  
DN: cn=Larry Buehler, ou=City of Alvin,  
ou=Economic Development,  
email=lbuehler@cityofalvin.com, c=US  
Date: 2014.10.13 11:37:36 -0500

Department Head

Funds Available:

Finance Director

Approved as to Form:

Bobbi J  
Kacz

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, ou=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.14 09:59:34 -0500

City Attorney

Approved By:

Junru  
Roland

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
ou=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.16 08:03:46 -0500

City Manager

# CROSSROADS 2035

## Chapter 6

# Implementation



Plans are never intended to simply exist as a binder that is forever sitting on the shelf. These are collaborative works that involve many different contributors and include directions for many aspects of City development. Indeed, a great many people routinely put time and effort into chronicling ‘the next step’ for the City of Alvin. At the same time, experience dictates that plans become unused and reduced to shelf clutter. The addition of this Implementation chapter is intended to avoid that near term fate. Using this Plan on a frequent basis for policy, planning, regulatory, and capital decisions will lead to its commonplace acceptance and reference. This is the goal of this chapter and moreover, this Comprehensive Plan Update as a whole.

The Comprehensive Plan should be viewed and used as a “living document,” that is, a document that is frequently referred to for guidance in community decision-making, and adapted to meet the changing needs of the community. Its assumptions, goals, policies and action strategies should be revisited periodically to ensure that it is providing clear and reliable direction on a range of matters, including land development issues and public investments in infrastructure and services. Implementation is not just about a list of action items. It is a challenging process that will require the commitment of the City’s elected and appointed officials, staff, residents, business owners, major institutions, other levels of government, and other organizations and individuals who will serve as champions of the plan and its particular direction and strategies. Equally important are formalized procedures for the ongoing monitoring and reporting of successes achieved, difficulties

encountered, new opportunities, and challenges that have emerged. This is in addition to any other change in circumstances, which may require rethinking of Plan priorities.

Plans that are effective in achieving their goals and objectives include an implementation framework that outlines the general strategies, directions, and priorities of the community. As such, the policy direction provided for in this plan is coupled with short- and long-term implementation strategies to help realize policies into actionable programs, development activities, and other strategic efforts by the City's leadership and citizens.

The purpose of this chapter is to integrate the different elements of the plan in such a way as to provide a clear path for sound decision-making. This chapter outlines the organizational structure necessary to implement the plan, including roles and responsibilities, processes for annual and periodic evaluation and appraisal of the plan, and a five-year action plan.

## Elements of Successful Implementation

While this chapter lays out a framework for implementation, it is simply that. A framework alone will not ensure that the community's vision and the policies contained within this plan will be implemented. Described below are the elements that will be essential to successful implementation of Alvin's Comprehensive Plan.

- **Dedication of the City's Leadership** - The City's leadership, including the Mayor, City Council, Planning Commission, and the directors and staff of City departments, must be committed to implementation in order for it to be realized. To ensure implementation over the short- and long term, all departments within the City must accept the plan and commit to incorporating its actions in their annual budgets and work programs. The community's leadership must also be dedicated to giving their support to maintain public involvement and enhance and maintain community awareness as the plan is implemented over the next 20 years.
- **Public Involvement** - Throughout the plan update process, the City carried out a public participation program that was designed to seek input from the public, but also, build a constituency of persons willing to make a commitment to implementing the plan. This constituency, including citizens, landowners and developers, business owners and managers, civic clubs and organizations, and other key stakeholders, must be maintained and empowered to implement the plan on an ongoing basis. This can be achieved in part through advisory committees, public meetings, community workshops, open houses, public forums, newsletters, social media (Facebook, LinkedIn, Twitter), the City's website, media releases, and public notices.
- **Integration** - In order to successfully implement this plan and achieve the community's vision, horizontal and vertical integration must occur. In other words, the recommendations must be integrated into governmental practices and programs. For example, the recommendations should be widely used in decisions pertaining to infrastructure improvements, proposed



new development and redevelopment, enhancement of the parks and recreation system, and the annual capital budgeting process. It must also be vertically integrated with the plans and programs of the State of Texas, Houston-Galveston Area Council, Brazoria County, and the Alvin Independent School District (AISD). The involvement of these stakeholders may take the shape of funding, planning coordination, project management and administration, regulation and enforcement, or shared provision of facilities and services, among other actions.

- **Evaluation** - The plan will need to be reviewed on an annual basis to ensure that the goals, objectives, and recommendations reflect the changing needs and attitudes of the community. Annual reviews will help to ensure that the recommended actions are viable and realistic. These reviews will also help to measure progress toward achieving the goals, objectives, and actions set forth. A more formal evaluation and update should be undertaken at least every five years.
- **Success** - Demonstrating success early in the implementation process is a means to show stakeholders the benefits of their involvement, while at the same time building momentum for continued excitement and involvement. In this implementation plan, there are various recommendations that do not bear significant budgetary obligation. These programs and activities provide an immediate opportunity to make an impact on the community and in turn, on successful implementation of this plan.

## PLAN IMPLEMENTATION METHODS

Simply setting out an implementation framework in this chapter is not enough to ensure that the action items of this plan will be carried out and the community's vision and goals ultimately achieved. The policies and action priorities in this plan should be consulted frequently and should be widely used by decision-makers as a basis for judgments regarding:

- The timing and availability of infrastructure improvements;
- Proposed development and redevelopment applications;
- City-initiated and landowner-requested annexations;
- Expansion of public facilities, services and programs;
- Annual capital budgeting;
- Intergovernmental coordination and agreements; and
- Operations, capital improvements, and programming related to individual city departments.

There are seven general methods for plan implementation:

- Policy-based decisions;
- Land development regulations and engineering standards;
- Capital improvements programming;
- Coordination and partnerships;
- Special projects, programs, and initiatives; and
- Specific plans and studies; and
- Formation of new policies.

## Plan Influence

The policies and action priorities documented throughout this plan should serve as the foundation for decision-making and judgment regarding:

- The timing and availability of infrastructure improvements to serve new development;
- The appropriateness of proposed development and redevelopment applications;
- The warrant for and timing of city-initiated and landowner-requested annexations;
- Expansion of public facilities, services, and programs to meet current needs and future demands;
- Priorities for annual capital budgeting;
- Potential re-writes and amendments to the city's land development ordinances and related code elements;
- Intergovernmental (including inter-city and city/county) coordination and agreements. Operations, capital improvements, and

## **1. Policy-based Decisions**

Land use and development decisions should be made based on the policies that are set out in this Comprehensive Plan. In some measure, the adoption of new or amended land development regulations (e.g., subdivision, landscaping, sign controls, etc.) will establish a specific framework for evaluating private development proposals against the City’s articulated policies. However, decisions regarding annexation, infrastructure investment, and right-of-way acquisitions are generally left to the broad discretion of the City Council. This plan provides the common policy threads that should connect those decisions.

## **2. Land Development Regulations and Engineering Standards**

Land development regulations and engineering standards are fundamentals for plan implementation. It is plain—but often underappreciated—that private investment decisions account for the vast majority of any City’s physical form. Consequently, subdivision regulations and associated land development criteria and technical engineering standards are the basic keys to ensuring that the form, character and quality of development reflect the City’s planning objectives.

These ordinances should reflect the community’s desire for quality development outcomes while recognizing economic and market-driven factors. They should not delay or interfere unnecessarily with appropriate new development or redevelopment that is consistent with plan goals and policies.

## **3. Capital Improvements Programming**

A capital improvements program, or “CIP,” is a multi-year plan (typically five years) that identifies budgeted capital projects, including street infrastructure; water, wastewater and drainage facilities; open space, trails and recreation facility construction and upgrades; construction of public buildings; and purchase of major equipment. Identifying and budgeting for major capital improvements will be essential to implementing this plan. Decisions regarding the prioritization of proposed capital improvements should take into account the policy and management directives of this plan.

## **4. Coordination and Partnerships**

Some community initiatives identified in the Comprehensive Plan cannot be accomplished by City government on its own. They may require direct coordination, intergovernmental agreements, or funding support from other public entities or levels of government. Additionally, the unique role of potential private and non-profit partners to advance the community’s action agenda should not be underestimated. This may occur through cooperative efforts, volunteer activities and in-kind services (which can count toward the local match requirements for various grant opportunities), and public/private financing of community improvements. Indeed, the role of committees, commissions and organizations in the successful and sustainable implementation of the plan cannot be understated.



## 5. Special Projects, Programs and Initiatives

Special projects or initiatives may include initiating or adjusting City programs; entering into interlocal agreements; expanding citizen participation programs; providing training; and other types of special projects.

## 6. Specific Plans and Studies

There are a number of areas where additional planning work is recommended, at a “finer grain” level of detail than is appropriate in a Comprehensive Plan. As such, some parts of this plan will be implemented only after some additional planning or special study.

## 7. Formation of New Policies

As new development or redevelopment plans are proposed, staff and the City’s advisory boards, together with the City Council, must take the policies and recommendations of this plan into consideration. The text within this chapter regarding the prioritization of programs, and projects, coupled with the land use recommendations within Chapter 3, *Land Use*; and the growth considerations and infrastructure requirements outlined within Chapter 5, *Growth Strategies*, should weigh heavily in future decisions by the City officials, residents and other stakeholders in achieving the shared community vision.

## PLAN ADMINISTRATION

During the development of the plan, representatives of government, business, neighborhoods, civic groups, and others came together to inform the planning process. These community leaders, and new ones to emerge over the horizon of this plan, must maintain their commitment to the ongoing implementation of the plan’s policies—and to the periodic updating of the plan to adapt to changing conditions or unforeseen events.

### Education

Although comprehensive plans are relatively general in nature, remaining at the “30,000 foot” level to a large extent, they are still complex policy documents that account for interrelationships among various policy choices. As such, educating decision-makers and administrators about plan implementation is an important first step after plan adoption. As the principal groups that will implement the plan, the City Council, Planning Commission, and City department heads should all be “on the same page” with regard to priorities, responsibilities and interpretations.

Consequently, an education initiative should be undertaken immediately after plan adoption, which should include:

- A discussion of the individual roles and responsibilities of the city council, planning commission (and other advisory bodies), and individual staff members;
- A thorough overview of the entire comprehensive plan update, with emphasis on the parts of the plan that relate to each individual group;
- Implementation tasking and priority setting, which should lead to each group establishing a one-year and five-year implementation agenda; and

- An in-depth question and answer session, with support from planning personnel, the city manager, and other key staff.

## Key Stakeholders in Plan Implementation

### CITY COUNCIL

As the community's elected officials, the City Council will assume the lead role in implementation of this plan. The key responsibilities of the City Council are to decide and establish priorities, set timeframes by which each action will be initiated and completed, and determine the budget to be made available for implementation efforts. In conjunction with the City Manager, City Council must also ensure effective coordination among the various groups that are responsible for carrying out the Comprehensive Plan's recommendations.

Specifically, the City Council will:

- Act as a "champion" of the plan;
- Adopt and amend the plan by City Ordinance, after recommendation by the Planning Commission;
- Adopt new or amended land development regulations to implement the plan;
- Approve interlocal agreements that implement the plan;
- Establish the action priorities and timeframes by which each action for every corresponding goal and objective of the plan will be initiated and completed.
- Consider funding commitments that will be required to realize the community's vision, whether it involves capital improvements, new facilities and expanded services, additional staffing, more studies, or programmatic changes such as the City's development codes and procedures.
- Offer final approval of projects/activities and associated costs during the budget process, keeping in mind the need for consistency with the plan and its policies.
- Provide direction to the Planning Commission, manage the administrator of the plan and other departmental staff, and oversee the activities and progress of the proposed Action Task Force.

### PLANNING COMMISSION

Concurrent with the approval of the plan, the City Council should clearly identify their expectations for the role of the Planning Commission in the management of the implementation program. While the City Council should assume the role of "champion of the plan, it should be the Planning Commission's role to be the "caretaker" of the plan. As the appointed commission responsible for the community's growth and development, they must be given the ability to oversee implementation, and empowered to make ongoing decisions. Periodically, the Commission should propose a docket of initiatives for City Council consideration. In addition to the following responsibilities, the Planning Commission should also host the education initiative previously described in the Education section of this chapter. The role of the Planning Commission



will be as follows:

- Periodically obtain public input to keep the plan up to date, using a variety of community outreach and citizen and stakeholder involvement methods;
- Recommend to City Council an annual program of actions to be implemented, including a recommendation for adequate resources and direction to successfully accomplish the actions. Ensure that recommendations forwarded to the City Council are reflective of plan principles, policies, and action recommendations. This relates particularly to decisions involving development review and approval, zone change requests, and ordinance amendments;
- After holding one or more public hearings annually to discuss new or evolving community issues and needs, and having discussed with City staff any and all legal underpinnings, prepare an Annual Progress Report for submittal and presentation to the Mayor and City Council (see Evaluation of the Plan for more details) which outlines recommendations regarding an annual program of actions and priority initiatives to be implemented, including a recommendation for adequate resources and direction to
- Ensure that the plan impacts daily decisions and actions by other stakeholders.

### **ACTION TASK FORCE**

While the Planning Commission will play a critical role, it cannot expend all of its efforts toward ensuring continued implementation of the plan. As such, an Action Task Force should be appointed by City Council with the express purpose of ensuring that programs and activities are carried out to implement the plan. The Action Task Force's role will be to refine and prioritize the implementation plan and initiate action over the short-term, on the basis of annual work programs and five-year projected time frames.

Further to the actual implementation plan, the Action Task Force will be responsible for identifying specific actions beyond the information provided in this plan. The Action Task Force will determine methods or programs to be used to implement the proposed actions, specifically identifying which agencies and/or departments will be responsible for their implementation, estimating costs, identifying proposed sources of funding, and establishing time frames in which the recommended actions will be accomplished.

On the basis of the above, the Action Task Force will present a proposal containing a recommended list of programs and actions to be implemented annually; as well as a prioritized list of programs and actions to be implemented over a five-year period. Departments and organizations charged with completing tasks associated with these programs and actions can use the proposal in the budget process and in determining other needed resources. City Council and other governing bodies can use the Action Task Force's proposal for overall budget and resource decisions, as well as to establish benchmarks for departmental performance.

While appointed by City Council, the Action Task Force will

report directly to the Planning Commission, who in turn, will make recommendations to Council. Further to its interaction with the Planning Commission, the Task Force will interact directly with a committee of departmental managers who will provide the necessary technical input and guidance for the program tasks and activities.

Individual members of the Action Task Force should assume responsibilities in the areas of governance, current and long-range planning, growth and infrastructure provision, economic development, and parks and recreation. The following describes the different areas of responsibility for individual Action Task force members:

- **Governance** – The primary role of the individuals who are tasked with the governance aspect of implementation will be to ensure projects are consistent with the objectives and missions of other orders of government (e.g., Brazoria County) and agencies (e.g., Alvin ISD and others). He and/or she will be charged with identifying opportunities to collaborate on projects that may be jointly funded, constructed, or operated, and will also be responsible for negotiating amenable terms and agreements, as necessary. Internally, the individual will be responsible for coordinating with the City Manager on tasks requiring its direct involvement and decision-making powers.
- **Current and Long-Range Planning** – The persons who are responsible for the current and long-range planning aspect of implementation will work closely with the Planning Commission, assuming responsibility for implementing its projects and initiatives. He and/or she will coordinate closely with the administrator of the plan (see below), and maintain a line of communication with the community to monitor shifting priorities and needs. The responsibilities of this position are identified in the recommended actions in Chapter 3, Land Use.
- **Parks and Recreation** – The individuals who are responsible for parks and recreation implementation will be responsible for projects and improvements related to parks, hike and bike trails, public open space, and natural areas preservation. The individuals would be responsible for implementing the recommendations contained within Chapter 4, Parks and Recreation, and coordinating closely with the City’s Parks Director and Parks Board to implement the City’s Parks and Recreation Master Plan as well.
- **Growth and Infrastructure Provision** – Given the link between community growth and the provision of infrastructure (e.g., sewer, water, roads) and services (e.g., police, fire, emergency medical), this position will be responsible for all improvements or projects dealing with infrastructure. As such, this will require technical knowledge, as well as expertise with utility and other infrastructure systems, including their funding methods. This position will be responsible for the recommended actions in Chapter 5, Growth Strategies.
- **Economic Development** – The individuals who focus on economic development will play an active role in pursuing projects that contribute to the community’s economic development. He



and/or she will coordinate closely with the City's economic development department, and local businesses and developers. It will be critical for this position to coordinate with other implementation areas of focus so as to ensure maximum benefit to existing businesses and new investors in the community. The position would be responsible for implementing the recommendations related to economic development that are contained in each chapter of the plan.

## CITY STAFF

City staff manages day to-day implementation of the plan. In particular, the Office of the City Manager and the Economic Development Department are responsible for supporting the Planning Commission and City Council and generally shepherding plan implementation. Specific staff responsibilities include:

- Supporting and carrying out capital improvements planning efforts;
- Overseeing the drafting of land development regulations, working with the appropriate boards and commissions;
- Conducting studies and developing additional plans (including management of consultant efforts, as necessary).
- Reviewing applications for consistency with the comprehensive plan, a provision that should be required by the city's land development regulations;
- In coordination with the city council and city management, negotiating the specifics of interlocal agreements;
- Administering collaborative programs and ensuring open channels of communication with various private, public, and non-profit implementation partners;
- Providing briefings on plan implementation progress and activities to the planning commission and city council no less than annually; and
- Maintaining an inventory of potential plan amendments, as suggested by city staff and others, for consideration during annual and periodic plan review and update processes.

While it is understood that the capacity of the current staff to administer the plan and provide the necessary support to the Planning Commission, Action Task Force, other City departments, and City Council is limited given other existing responsibilities and commitments, it is highly recommended that the City assign a staff person, hire additional personnel, or contract with a local planning consultant to manage the day-to-day administration and ongoing implementation of the Comprehensive Plan.

The Plan Administrator would be an independent staff member who would report directly to the Mayor and City Council. Generally, he or she would function as a department manager that would coordinate closely with each of the other City departments, and provide direct support to the Action Task Force and Planning Commission.

## **CITIZENS**

The citizens of Alvin played a key role in providing input into the Plan through the Citizens Advisory Committee (CAC). The public's interest and the general momentum of the plan process should not be allowed to subside, but rather enhanced through encouraged participation in its ongoing implementation. The Action Task Force should use stakeholder groups, public meetings, community workshops, design charrettes, the City's website, media releases, social media, public notices, and newsletters to inform and actively engage citizens in plan implementation.

## **Evaluation of the Plan**

### **PLAN AMENDMENT PROCESS**

The City of Alvin Comprehensive Plan Update is meant to be a flexible document allowing for adjustment to changing conditions over time. Shifts in political, economic, physical, technological, and social conditions, as well as other unforeseen circumstances, may influence and change the priorities and fiscal outlook of the community. As the City grows and evolves, new issues will emerge while others will no longer be as relevant. Some action statements will be found impractical or outdated while other plausible solutions will arise. To ensure that the Plan continues to reflect the overall goals of the community and remains relevant and resourceful over time, the Plan must be revisited on a regular basis to confirm that the plan elements are still on point and the associated goals, policies and action statements are still appropriate.

Revisions to the Comprehensive Plan are two-fold, with minor plan amendments occurring as needed and more significant modifications and updates occurring every five to 10 years. Minor amendments could include revisions to certain elements of the plan as a result of the adoption of another specialized plan such as a Future Land Use and Character map and/or a Thoroughfare Plan. Major updates will involve reviewing the base conditions and anticipated growth trends; re-evaluating the goals, policies and recommendations in the plan - and formulating new ones as necessary; and adding, revising or removing action statements in the plan based on implementation progress.

### **ANNUAL PROGRESS REPORT**

The Planning Commission with the assistance of City staff, must prepare an Annual Progress Report for submittal and presentation to the Mayor and City Council. This ensures that the plan is consistently reviewed, and allows for any identified need for minor plan updates and revisions, such as changes to policies or recommended actions, and review of plan consistency with ordinances and regulations.<sup>1</sup>

The Annual Progress Report should be coordinated with the annual budgeting process so that recommendations can be made available early in the budgeting cycle, and requests for capital improvements and major programs can be reviewed in light of the plan's progress.

The Annual Progress Report should be written such that the status of

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<sup>1</sup>: The identification of potential plan amendments by the Planning Commission, City staff, citizens, property owners, community organizations, and other governmental entities, may occur on an ongoing basis.



implementation for each programmed task of the Comprehensive Plan is central to the report. Significant actions and accomplishments during the past year should be recognized, and recommendations should be made for needed actions, programs, and procedures to be developed and implemented in the coming year.

The Annual Progress Report should include and highlight:

- Significant actions and accomplishments during the past year, including the status of implementation for each programmed task in the comprehensive plan;
- Obstacles or problems in the implementation of the plan, including those encountered in administering the land use and transportation aspects, as well as any other policies of the plan; and
- Recommendations for needed actions, programs, and procedures to be developed and implemented in the coming year, including recommendation of projects to be included in the city's capital improvement program (cip), other programs/projects to be funded, and priority coordination needs with public and private implementation partners.

The Annual Progress Report should also include proposed amendments that have come forward during the course of the year. In other words, proposed amendments to the plan shall be considered by the Planning Commission no more frequently than once each year. This allows proposed amendments to be considered concurrently so that the cumulative effect of all amendments may be understood. The exception to this approach would apply in the following circumstances:

- Resolution of an emergency condition or situation that involves public health, safety, or welfare;
- Technical, non-substantive corrections to the content of the chapters, including update of statistics, demographic information, and other time sensitive information;
- Resolution of a decision by an administrative agency or court of competent jurisdiction; and,
- Special use permits for essential public facilities.

Every year the Plan Administrator shall maintain the annual list of amendments that have been suggested by City staff, the Action Task Force, and citizens. This list shall be made available to the public upon request. By the end of the second business week of June each year, this list shall be compiled into a preliminary docket. This docket should contain all proposals for formal site-specific amendments, and all proposals for suggested amendments.

The Plan Administrator shall review the suggested amendments in the preliminary docket and prepare a report that outlines which suggested amendments should be included in the final docket. The City Council and Planning Commission may, but are not required to, hold a joint workshop to gather information on the preliminary docket and the Plan Administrator's report.

A noticed public meeting shall be held by the Planning Commission to accept public comment on the preliminary docket. Following the

## Types of Amendments

Two types of revisions to the Comprehensive Plan may occur: (1) minor amendments and (2) major updates.

### Minor Amendments:

This type of amendment may be proposed at any time, such as specific adjustments to the Future Land Use and Character Map related to particular land development applications or public improvement projects. Minor amendments can be addressed by the City in short order or, if not pressing, be documented and compiled for a more holistic evaluation through an annual plan review process. This is also how and when the results of another specialized plan or study should be incorporated into relevant sections of the plan.

### Major Updates:

More significant plan modifications and updates should occur no more than every five years. Major updates involve reviewing the base conditions and anticipated growth trends; re-evaluating the guiding principles and recommendations in the plan—and formulating new ones as necessary; and adding, revising, or removing action statements in the plan based on implementation progress.

hearing, the Planning Commission shall prepare a report for submission to City Council. The report shall include a recommended final docket that outlines specific amendments for consideration during the annual amendment process.

City Council shall review and consider the Planning Commission's report and final docket in July of each year. City Council shall hold a public hearing prior to adoption of the Planning Commission's recommended final docket. The final docket, as adopted by the City Council, shall include all applications for formal amendments, and any proposals for suggested amendments which the City Council elects to consider during the annual amendment process.

The decision to adopt the final docket does not constitute a decision or recommendation that the substance of any amendment should be adopted. City Council must consider the Planning Commission's findings and conclusions, which shall include a recommendation to the City Council that the proposed amendment(s) be denied, approved, or approved with conditions or modifications.

### **BI-ANNUAL AMENDMENT PROCESS**

Based on the annual progress report, the opinions of City staff, Planning Commission and others, a determination will be made as to whether there is a need for a plan amendment. When considering a plan amendment, the City should ensure the proposed amendment is consistent with the goals and policies set forth in the Plan regarding character protection, development compatibility, infrastructure availability, conservation of environmentally sensitive areas, and other community priorities. Careful consideration should also be given to guarding against site specific plan changes that could negatively impact adjacent areas and uses or detract from the overall character of the area. Factors that should be considered in deciding on a proposed plan amendment include:

- Consistency with the goals and policies set forth in the plan;
- Adherence with the future land use and/or thoroughfare plans;
- Compatibility with the surrounding area;
- Impacts on infrastructure provision including water, wastewater, drainage, and the transportation network;
- Impact on the city's ability to provide, fund, and maintain services;
- Impact on environmentally sensitive and natural areas; and
- Whether the proposed amendment contributes to the overall direction and character of the community as captured in the plan vision and goals (and ongoing public input).

### **FIVE-YEAR UPDATE / EVALUATION AND APPRAISAL REPORT**

An evaluation and appraisal report should be prepared every five years. This report should be prepared by City staff, having received input from various City departments, the Planning Commission, other boards and commissions, and third-party consultation. The report process involves evaluating the existing plan and assessing how successful it has been in achieving the community's goals. The purpose of the report is to identify



the successes and shortcomings of the plan, look at what has changed over the last five years, and make recommendations on how the plan should be modified in light of those changes.

The report should review baseline conditions and assumptions about trends and growth indicators. It should also evaluate implementation potential and/or obstacles related to any unmet goals, policies and recommendations. The evaluation report and process should result in an amended Comprehensive Plan, including identification of new or revised information that may lead to updated goals, policies and/or action recommendations. More specifically, the report should identify and evaluate the following:

1. Summary of major actions and interim plan amendments undertaken over the last five years.
2. Major issues in the community and how these issues have changed over time.
3. Changes in the assumptions, trends and base studies data, including the following:
  - The rate at which growth and development is occurring relative to the projections put forward in the plan;
  - Shifts in demographics and other growth trends;
  - The area of land that is designated and zoned for urban development and its capacity to meet projected demands and needs;
  - City-wide attitudes and whether apparent shifts, if significant, necessitate amendments to the stated goals or strategies of the plan; and
  - Other changes in political, social, economic, technological, or environmental conditions that indicate a need for plan amendments.
4. Ability of the plan to continue to support progress toward achieving the community's goals. The following should be evaluated and revised as needed:
  - Individual statements or sections of the plan must be reviewed and rewritten, as necessary, to ensure that the plan provides sufficient information and direction to achieve the intended outcome;
  - Conflicts between goals and policies that have been discovered in the implementation and administration of the plan must be pointed out and resolved;
  - The action agenda must be reviewed and major accomplishments highlighted. Those not completed by the specified timeframe should be re-evaluated to ensure their continued relevance and/or to revise them appropriately;
  - As conditions change, the timeframes for implementing the individual actions of the plan should be re-evaluated where necessary. Some actions may emerge as a higher priority given new or changed circumstances while others may become less important to achieving the goals and development objectives of the community;

- Changes in laws, procedures and missions may impact the ability of the community to achieve its goals. The plan review must assess these changes and their impacts on the success of implementation, leading to any suggested revisions in strategies or priorities.

## **ONGOING COMMUNITY OUTREACH AND ENGAGEMENT**

All review and updating processes related to the Comprehensive Plan should emphasize and incorporate ongoing public input. The annual and continual plan evaluation and reporting process should also incorporate specific performance measures and quantitative indicators that can be compiled and communicated both internally and to elected officials and citizens in a “report card” fashion. Examples might include:

- Acres of new development (plus number of residential units and square footage of commercial and industrial space) approved and constructed in conformance with this plan and related City codes.
- Various measures of service capacity (gallons, kilowatts, acre-feet, etc.) added to the City’s major utility systems as indicated in this plan and associated utility master plans—and the millions of dollars allocated to fund the necessary capital projects.
- Acres of new open space and miles of trail developed or improved in accordance with an updated Parks and Recreation Master Plan.
- Indicators of City efforts to ensure neighborhood integrity as emphasized in this Plan (e.g., code enforcement activity, number of homes receiving improvements and weatherization, number of historic designations made for homes/neighborhoods, etc.).
- Miles of new bike routes and sidewalks added to the City’s transportation system to provide alternative mobility options as recommended in the bicycle mobility plan component of the Plan.
- Indicators of the benefits of redeveloped sites and structures (appraised value, increased property and/or sales tax revenue, new residential units, and retail and office spaces in urban mixed-use settings, etc.) as envisioned through this Plan.
- The estimated dollar value of operating cost savings from reduced energy and water use, heating/cooling, etc., from green building and low-impact development practices and related conservation efforts in new and existing City facilities, as suggested in this Plan.
- The numbers of residents and other stakeholders engaged through City-sponsored education and outreach events related to Comprehensive Plan implementation and periodic review and updating, as outlined in this chapter.

## **EVALUATION AND APPRAISAL REPORT**

An approved Comprehensive Plan can be reviewed at any time; however, City Council must hold a public meeting at least once each five years to determine whether the plan needs to be amended. Beginning in 2005, and every five years thereafter, an Evaluation and Appraisal Report should be prepared by the Plan Administrator, with input from City staff, the Planning Commission, and the Action Task Force. The objective



of the Evaluation and Appraisal Report is to assess growth indicators, evaluate implementation potential, identify proposed amendments, and if necessary, recommend amendments to the plan.

Growth indicators that should be assessed include, but are not limited to, the following:

- The rate at which growth and development is occurring relative to the projections put forward in the plan;
- Shifts in demographic, socio-economic, and other trends;
- The capacity of the City to provide adequate facilities and services, including both infrastructure and fiscal capacity;
- The area of urbanized land that is designated and its capacity to meet projected population needs and employment demands;
- The assumptions upon which the plan is based and whether they continue be valid;
- City-wide attitudes and whether changes (if any) necessitate amendments to the vision statement and plan goals;
- Inconsistencies between the plan and other local, regional, and/or statewide plans; and,
- Changes in circumstances that dictate a need for amendments.

Further to the growth indicators, it is necessary that factors which may impact implementation also be reviewed, as described below:

- Individual statements or sections of the plan must be reviewed and rewritten, as necessary, to ensure that the plan provides sufficient information and direction to achieve the intended outcome;
- Any conflicts between policies or objectives that have been discovered in the implementation and administration of the plan must be identified and resolved;
- As conditions change over time, it will be necessary to re-evaluate the timeframes for implementing the individual actions. Some actions may emerge as a higher priority given new or changed circumstances, while others may become less important to achieving the vision and development objectives of the City.
- Based upon organizational, programmatic, and procedural factors, as well as the status of previously assigned tasks, the implementation task assignments must be reviewed and altered to ensure timely accomplishment of the plan's recommended actions.
- Changes in laws, procedures, and missions may impact the ability of the community to achieve its goals. The review must assess these changes and their impacts on the success of implementation and, subsequently, suggest revisions to strategies.

The Planning Commission must complete its assessment of the plan by April 15th of every fifth year. Any amendments that are recommended by a majority vote of the Planning Commission shall be forwarded to the Plan Administrator by the first day of May.

The same annual review process described above would be followed for consideration of amendments during years in the planning period when the plan is formally reviewed. The difference being that the

list of amendments that is compiled by the Plan Administrator would contain all amendments recommended by the Planning Commission that were forwarded by May 1st of every fifth year. In addition, the final docket, as adopted by the City Council, would include, in addition to all applications for formal amendments and any proposals for suggested amendments which the City Council elects to consider during the annual amendment process, any amendments recommended by the Planning Commission during its five-year assessment of the plan that the City Council elects to consider during the amendment process.

By keeping the plan current and responsive to change through a five-year review process, the expectation is that it will continue to be relevant and useful to the Planning Commission, City Council, and City staff throughout the course of the planning period.

## Implementation

The intent of the implementation program is to set forth a realistic way in which goals and objectives of this Plan can be launched into action. The following means may be used to implement the Plan:

- **Regulations** -The Comprehensive Plan includes numerous recommendations for amending the current development ordinances to accomplish the community vision. The plan provides the policy framework to support these changes.
- **Economic Incentives** - This Comprehensive Plan may be used as a basis for determining how economic incentives will be offered. Business improvement areas, infill development areas, and redevelopment sites should receive economic incentives so that new economic development opportunities may be directed to areas that can be most efficiently served by utilities and infrastructure, as well as meeting other community objectives.
- **Internal and External Funding** - Implementation of the plan will require adequate funding, which may come from current revenue sources, a dedicated funding source, or outside grant funds from other orders of government. It is expected that annual appropriations and capital improvement funds will likely require reallocation to implement the plan's recommendations.

### IMPLEMENTATION PROGRAM

The following implementation program identifies the actions that are to be accomplished within the next several years. The priorities are established by the identified timeframe. To ensure accountability, a lead agency is identified, who may coordinate with other agencies to accomplish the task, but who is ultimately responsible for its timely and successful implementation. The Plan Administrator will be tasked to work with these lead agencies to ensure plan implementation. For each action a primary source of funds is identified, which may be matched with other funds, such as state and federal grants, dedications, and in-kind services.

**Table 6.1, *Implementation Action Plan***, includes a prioritized list of action recommendations derived from the various plan elements of this comprehensive plan update. The synthesized table does not include



every action recommendation found throughout the plan. As configured, the Implementation Action Plan details the “to do” list of priority action items showing the general time frame for initial implementation and who is responsible for initiating, administering and participating in the implementation process.

Additionally, action items have been categorized regarding those actions that will require capital improvements; and actions that require changes in policies, regulations, standards and operations. All of the action items that require capital in order to be implemented may also require, to some degree, additional feasibility analyses, and in some cases, construction documentation, specifications and detailed cost estimates.

Participants, including the Citizens Advisory Committee (CAC), the City’s departmental heads, and other contributors, were given a series of sticky dots which equated to points - 15 one-point sticky dots, and three five-point sticky dots. The latter dots were to be used to identify particularly important recommendations. Only one dot could be used per recommendation. To accommodate participants’ frustration about not receiving enough points to adequately prioritize recommendations, participants were then given five extra one-point sticky dots. So each participant could effectively “vote” (prioritize) on 23 of the 71 recommendations within the following, Table 6.1, *Implementation Action Plan*. Points were then tallied and the “Top 10 Recommendations” were identified (listed below). Because particular recommendations did not receive high scores does not mean that they should not be implemented.

As mentioned, Table 6.1, *Implementation Action Plan*, provides a starting point for determining immediate, near-term, and longer term task priorities. This is an important first step toward Plan implementation and should occur in conjunction with the City’s annual budget process, during Capital Improvements Program (CIP) preparation, and in support of departmental work planning. Then, the City staff member designated as the Comprehensive Plan Administrator should initiate a first year work program in conjunction with City management, other departments, and other public and private implementation partners.

The near-term action priorities should be revisited by City officials and staff annually to recognize accomplishments, highlight areas where further attention and effort are needed, and determine whether some items have moved up or down on the priority list given changing circumstances and emerging needs. It should be kept in mind that early implementation of certain items, while perhaps not the uppermost priorities, may be expedited by the availability of related grant opportunities, by a state or federal mandate, or by the eagerness of one or more partners to pursue an initiative with the City. On the other hand, some high-priority items may prove difficult to tackle in the near term due to budget constraints, the lack of an obvious lead entity or individual to carry the initiative forward, or by the community’s readiness to take on a potentially controversial new program.

Progress on the Year 1-2 items, in particular, should be the focus of the first annual review and report a year after Comprehensive Plan adoption, as described earlier in this chapter. Then, similar to multi-year capital improvements programming, the entire action agenda list in Table 6.1—and all other action items dispersed throughout the plan chapters—

should be revisited annually to decide if any additional items are ready to move into the next near-term action timeframe, and what the priority should be.

The prioritization exercise that culminated in the Table 6.1, *Implementation Action Plan*, confirmed much of what has been discussed during the CAC and stakeholder meetings, and once again illuminates several key issues. There is significant interest in the City preparing for growth by ensuring that the requisite land development regulations are organized, revised, and enforced to ensure and sustain high-quality, predictable development. It is also recognized that several growth engines, such as Segment B of the proposed Grand Parkway, require preemptive and anticipatory planning measures, including a Mobility plan element for the City's Comprehensive Plan, complete with access management provisions, to guide and direct the nature of growth. Developing a growth sequencing program that informs the City's Capital Improvement Program (CIP) budgeting process also ranked high on the list. Additionally, the importance of proactive enforcement of the City's existing Code of Ordinances in order to clean-up blighted commercial and residential areas; and development of new parks and recreational open space to reinvigorate the City's neighborhoods cannot be over-emphasized. The Comprehensive Plan's top 10 recommendations and relative scoring include the following:

1. Revise local health, building, and development codes, as needed, to streamline the process for addressing unsafe or dilapidated structures and other potential health and safety risks, such as inoperable vehicles, weeds, and heavy trash (Score: 37).
2. Update the City of Alvin's Thoroughfare Plan. Revise the City's access management provisions to include full consideration of the Grand Parkway and potential expansion of S.H. 35. Amend the City's Comprehensive Plan Update to include a Mobility plan element, which would include multi-modal circulation options and facilities (Score: 37).
3. Prepare and adopt a unified development ordinance (Score: 27).
4. Develop and adopt a growth sequencing plan and management strategy that identifies areas of development for the next five, 10, 15 and 20 years to accommodate the targeted population of 33,472 persons in the Year 2035. These sequential areas identify when and where capital improvements and services should be directed (Score: 27).
5. Employ a pro-active code enforcement strategy that first offers helpful assistance to property owners in complying with municipal codes rather than a punitive approach, so that enforcement resources may be targeted to the worst areas and offenders (Score: 24).
6. Amend the City's subdivision regulations to incorporate parkland dedication provisions and parkland development fund requirements to require that parkland dedication and subsequent improvements occur during the first phase of subdivision development (Score: 24).



7. Form a target-area capital investment program focused on infrastructure improvements within at-risk neighborhoods (Score: 22).
8. Evaluate the City's capital improvement program (CIP) and annual capital plan against the growth sequencing plan to ensure utility extensions and capacity improvement projects are consistent with the defined growth area. The capital improvement program and capital plan should be prioritized in accordance with the sequencing and timing of development (Score: 21).
9. Formally adopt annexation policies, which will guide the decision-making of the City Council, both for City-initiated annexations as well as voluntary requested annexations (Score: 18).
10. Focus on park and recreation improvements as a means for elevating neighborhood viability (Score: 18).

While the prioritization exercise which resulted in Table 6.1, *Implementation Action Plan*, set out a proposed timeframe for implementing key recommendations it must be stressed that this program of strategic actions should be revisited every few years to determine whether changing conditions require a re-ordering of strategies and actions in order to fulfill community revitalization goals.

**Table 6.1, Implementation Action Plan**

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
<b>Actions that Require Capital Improvements</b>					
Form a target-area capital investment program focused on infrastructure improvements within at-risk neighborhoods.	16	6		City Manager / Public Services Department	Chapter 3, Objective 3.2.1
Focus on park and recreation improvements as a means for elevating neighborhood viability.	15	3		Parks Department	Chapter 3, Objective 3.2.1
Identify parcels for potential acquisition for pocket parks or public open space.	2	5	1	Parks Department	Chapter 4, Objective 4.2.2
Identify prime locations at which park and trail gateway signage should be erected.	7	1		Parks Department	Chapter 4, Objective 4.2.2
Identify parcels of property (such as sites along the Mustang Bayou that are within the FEMA floodway and not suitable nor approved for future development) that will serve as public passive recreational open space.	3	5		Parks Department	Chapter 4, Objective 4.2.2
<b>Actions that Require Changes in Policies, Regulations, Standards and Operations</b>					
<i>Prepare and adopt a unified development ordinance.</i>	26	1		<i>Economic Development Department / Office of City Manager</i>	<i>Chapter 3 Objective 3.1.1</i>
<i>Improve the walkability of neighborhoods with the installation of sidewalks concurrent with all new development and rehabilitation or construction of new sidewalks in the older neighborhoods, particularly adjacent to schools and parks.</i>	5	5		<i>Economic Development and Engineering Departments</i>	<i>Chapter 3, Objective 3.2.1</i>
<i>Improve accessibility for disabled users by adding sidewalk curb cuts and ramps, wheelchair accessible sidewalks and trails, and providing accessible facilities and equipment.</i>	2	6	1	<i>Engineering Department</i>	<i>Chapter 4, Objective 4.2.3</i>
<i>Increase the budget for park maintenance, management, and administration concurrent with the addition of new parks and increased provision of recreational programs.</i>	5	2	1	<i>Parks Department</i>	<i>Chapter 4, Objective 4.2.3</i>
<i>Allow a range of development options on individual properties with the use of performance standards to require compatibility for adjacent uses exhibiting varying use intensities.</i>	3	1		<i>Economic Development Department</i>	<i>Chapter 3 Objective 3.1.1</i>
<i>Adopt resource protection standards to preserve stands of existing vegetation, which form effective natural buffers within and between uses.</i>	9			<i>Economic Development Department / Parks Department</i>	<i>Chapter 3 Objective 3.1.2</i>
<i>Protect the existing street trees by incorporating provisions for tree preservation into the proposed unified development ordinance. Adopt street repair and improvement specifications that will not disrupt the drip line of existing trees, including provisions for protective construction fencing, limitations on grade changes, and prohibition of storing and dumping materials.</i>	8	1		<i>Economic Development Department / Parks Department</i>	<i>Chapter 3 Objective 3.1.2</i>
<i>Preserve the suburban character of the established neighborhoods through compatible adjacent uses, infill development, and redevelopment by adopting regulations and compatibility standards.</i>	7	7		<i>Economic Development Department</i>	<i>Chapter 3, Objective 3.2.1</i>
*Note: Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.					



Table 6.1, Implementation Action Plan

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
Identify areas of the community that are experiencing or at risk for experiencing particularly high levels of disinvestment and deterioration. Coordinate with Public Services to identify and prioritize needed infrastructure improvements funded by a target-area capital investment program.	11	7		Development Coordinator / Economic Development Department	Chapter 3, Objective 3.2.1
Incorporate into the unified development ordinance provisions allowing a relaxation of specified standards that may prevent or add difficulty to the redevelopment process, given certain precautions and criteria.	3			Development Coordinator / Economic Development and Engineering Departments	Chapter 3, Objective 3.2.1
Emphasize neighborhood outreach and coordination. Pursue multiple ways to maintain communication links to neighborhood leaders and representatives, such as through less formal neighborhood associations and/or councils where organized homeowners associations have lapsed over time.	12	1	1	Development Coordinator / Economic Development Department	Chapter 3, Objective 3.2.1
Require tree preservation for residential development and especially for infill development and redevelopment in neighborhoods with mature tree canopies.	10	3		Parks and Engineering Departments	Chapter 3, Objective 3.2.2
Require drought-resistant species of street trees in all new residential developments, which must be coordinated with utility placement to avoid problems as the street trees grow.	16	1		Parks and Engineering Departments	Chapter 3, Objective 3.2.1
Require open space ratios for residential districts to allow sufficient common areas to effectively separate and buffer incompatible adjacent uses.	2	2		Parks Department	Chapter 3, Objective 3.2.2
Revise local health, building, and development codes, as needed, to streamline the process for addressing unsafe or dilapidated structures and other potential health and safety risks, such as inoperable vehicles, weeds, and heavy trash.	35	2		Public Services and Code Compliance Departments	Chapter 3, Objective 3.3.1
Employ a pro-active code enforcement strategy that first offers helpful assistance to property owners in complying with municipal codes rather than a punitive approach, so that enforcement resources may be targeted to the worst areas and offenders.	22	2		Public Services Department	Chapter 3, Objective 3.3.1
Study the housing market within the City and extraterritorial area to identify existing and projected future shortages - or surpluses - of available housing in different price ranges, thereby allowing formation of near-term strategies to fulfill the market demands.	8	3		Economic Development Department	Chapter 3, Objective 3.3.2
Amend the existing subdivision manual to incorporate a housing palette into the proposed unified development ordinance, thereby permitting a range of lot sizes within standard development, rather than requiring a planned unit development.	5	2		Economic Development and Engineering Departments	Chapter 3, Objective 3.3.2

\*Note: Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.

**Table 6.1, Implementation Action Plan**

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
<i>Allow for varying lot sizes within residential developments without requiring the more rigorous submittal procedures and requirements of a planned unit development.</i>	13	3		Economic Development and Engineering Departments	Chapter 3, Objective 3.2.2
<i>Encourage alternative subdivision designs, such as mixed use development, clustered housing, and conservation and preservation development. These alternative neighborhood environments would allow the City to maintain its small-town character, consistent with many of its existing neighborhoods, while protecting its resources.</i>	3	3	2	Economic Development and Engineering Departments	Chapter 3, Objective 3.2.2
<i>Create incentives such as permit streamlining, fee waivers, tax deferral, and infrastructure cost-sharing for builders and organizations that provide infill construction on vacant lots or parcels in a manner that compliments the immediate and adjacent neighborhoods.</i>	9	4		Economic Development Department	Chapter 3, Objective 3.2.1
<i>Prepare a Downtown master plan that is of sufficient detail to result in a regulating plan that illustrates the intended arrangement and form of development.</i>	4	12		Economic Development Department	Chapter 3, Objective 3.4.1
<i>Create a distinct identity of Downtown, including forming an identifiable edge to the district with monuments and gateway treatments at the entries from each direction (particularly along Business 35 at the northern and southern entries and Sealy Street from the west and House Street from the east), along with unifying design elements, such as unique signage and banners, landscaping, decorative lighting, street and sidewalk/crosswalk patterns, and other unique urban design treatments.</i>	3	6		Economic Development Department	Chapter 3, Objective 3.4.3
<i>Utilize the Downtown plan to develop allowable parking configurations, such as mid-block only lots, as well as building form standards including building massing, height, building placement, allowable frontage types and conditions, and allowable encroachments.</i>	3	4		Economic Development and Engineering Departments	Chapter 3, Objective 3.4.1
<i>Designate firm boundaries for the Downtown area, within which high-density housing is permitted without encroachment into the abutting low-density single family neighborhoods. Within the defined Downtown area, concentrate higher intensity residential uses within allowances for increased building heights and floor area ratios.</i>	1	3		Economic Development Department	Chapter 3, Objective 3.4.2
<i>Adopt design standards for residential uses within the Downtown and its defined fringe areas to ensure their appearance reflects a more urban character. Specific performance standards should be created relating to building design and articulation, orientation, height, setbacks, parking, and resident access to ensure compatibility and cohesiveness with the Downtown environment.</i>	2	1		Economic Development and Engineering Departments	Chapter 3, Objective 3.4.2
<i>Amend the subdivision regulations to create alternative street cross sections thereby allowing for increased green space along collector and arterial roadways, with increased density allowances as an incentive to developers.</i>	1	2	1	Economic Development and Engineering Departments	
<i>Create attractive incentive packages to entice retailers and employers to locate or relocate within the Downtown district.</i>	6	4		Economic Development Department	Chapter 3, Objective 3.4.1

\*Note: Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.



Table 6.1, Implementation Action Plan

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
Pursue the strategies related to promotion of new residential and mixed-use activity in downtown Alvin. Numerous studies have illustrated that when people live in a relatively "urban" environment, they bring new foot traffic to the area; additional retail, service and entertainment demands which can spur the immediate market; and expectations for a safe and hospitable environment in which to live, recreate, and host guests and visitors.	2	7		Economic Development Department	Chapter 3, Objective 3.4.2
<i>Form a public-private partnership for revitalization and redevelopment of Downtown. Such partnership would include a role for the City in acquiring and assembling larger parcels of land to allow more sizeable development; vacating rights-of-way and easements, as necessary; conducting studies on the local market, traffic and parking, and design options; and being a mutual investor in projects such as a parking garage. Consider the formation and use of a tax increment reinvestment zone (TIRZ) district, which would define the district boundaries and create a source of funds for capital costs of public works or improvements, new buildings, structures, and fixtures; demolition, alteration, remodeling, repair or reconstruction; clearing and grading of land; and costs for financing, professional services, and administration.</i>	5	6	1	Economic Development Department	Chapter 3, Objective 3.4.1
Delineate development performance zones within which enhanced standards and development guidelines can regulate development quality and ensure compatibility.	8	7		Economic Development Department	Chapter 3, Objective 3.5.2
<i>Create special performance standards for the properties abutting Business 35, S.H. 6 and the S.H. 35 Bypass, including provisions that may be incorporated into the proposed unified development ordinance pertaining to increased landscape surfaces (adjacent to the right-of-way and throughout individual sites) and reduced impervious surface coverage; floor area ratios; requirements for landscaping, screening, and buffering between uses; outdoor storage, display and use activity; the type, size, number and placement of signs; outdoor lighting standards; building placement and orientation; site access and circulation; and building design and appearance.</i>	2	4		Economic Development Department	Chapter 3, Objective 3.5.1
<i>Conduct a thorough review and critique of the City's subdivisions and property development manual, subsequent to the adoption of the Comprehensive Plan, to ensure the ability to enact its policies and objectives.</i>	3	2		Economic Development Department	Chapter 3, Objective 3.6.2
Develop an eco-tourism program aimed at protecting critical areas and educating the public about the local flora and fauna, as well as how they can participate in its conservation.		2		Parks Department and Convention and Visitors Bureau (CVB)	Chapter 4, Objective 4.1.1

\*Note: Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.

**Table 6.1, Implementation Action Plan**

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
<i>Utilize the City's capital improvement program to direct the locations of nodes suitable for intensive nonresidential development based upon the availability, sizing, and timing of adequate water, wastewater, drainage, and transportation improvements. Such programming of capital improvements should be designed and scheduled to accommodate the City's economic development potential.</i>	1	6		Office of City Manager / Economic Development / Engineering Departments	Chapter 3, Objective 3.5.1
Develop a "Blue Trails" concept plan and trail network that establishes the Mustang Bayou waterways as a key additions to the larger Alvin Trails Network and capitalizes on local resources as a means of tourism, education, research, and recreation.	4	9		Parks Department	Chapter 4, Objective 4.1.1
Identify, or provide criteria for identifying, critical areas of the bayou (such as navigational exclusion zones, hazards and unusual boating conditions, sensitive wildlife and ecosystems, sites with poor water quality, etc.) that require giving users key information, restricting access, or taking other management actions.	2	2	1	Parks Department	Chapter 4, Objective 4.1.1
Amend the City's subdivision regulations to incorporate parkland dedication provisions and parkland development fund requirements to require that parkland dedication and subsequent improvements occur during the first phase of subdivision development.	22	2		Parks Department / Economic Development Department	Chapter 4, Objective 4.2.1
Revise parkland dedication fees in lieu 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."	4	1		Parks Department / Economic Development Department	Chapter 4, Objective 4.2.1
Aim to comply with the maximum standards displayed in Table 4.4, Existing Acreage Versus Future Demand.		1		Parks Department	Chapter 4, Objective 4.2.1
<i>Develop an annual operation and maintenance plan for Alvin's parks system, including provisions for regular physical condition assessments of grounds and facilities, equipment safety inspections, maintenance scheduling and personnel tracking, and a funding and resource assessment.</i>	8	1	1	Parks Department	Chapter 4, Objective 4.2.3
Update the City's Park Master Plan, as well as combine the City's Ped-Transit Master Plan with the trails and bike lane concepts into a single document addressing parks, recreation, and trails as a singularly focused initiative rather than separated.	5	5		Parks Department / Engineering Department	Chapter 4, Objective 4.2.1
Proceed in the implementation of the City's Park Master Plan and Needs Assessment, 2002-2012, regarding the recommendations and timeline for action.	2	3		Parks Department	Chapter 4, Objective 4.2.1
Develop a park standards manual that outlines equipment standards (types and finishes), branding guidelines, and design requirements so that the Alvin park system maintains a consistent level of quality, maintenance, and desirable aesthetic appeal.	11	3		Parks Department	Chapter 4, Objective 4.2.2

\*Note: Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.



Table 6.1, Implementation Action Plan

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
Include language that requires an implementation timetable for the installation of parks to ensure that developers follow-through in their construction in a timely matter.	4	1		Parks Department / Engineering Department	Chapter 4, Objective 4.3.1
<i>Develop a five-year Capital Improvement Program (CIP) for parks and recreation improvements, consistent with the timeline of actions, as amended from time to time, in the most recent and updated iteration of the City's Park Master Plan.</i>	4	4		Parks Department / Office of City Manager	Chapter 4, Objective 4.4.2
<i>Adopt an ultimate growth policy, consistent with Chapter 5, Growth Strategies, as to the nature and extent of urban service provision, including water, wastewater, transportation, and drainage infrastructure, into the outlying areas of the extraterritorial jurisdiction.</i>	2	7		Economic Development and Engineering Departments	Chapter 3, Objective 3.1.3
<i>The City should exercise its authority to conduct subdivision plat review throughout the entire ETJ, or alternatively, consider relinquishing portions of the ETJ for which the City cannot adequately provide services within a reasonable amount of time.</i>	2	7		Office of City Manager / Economic Development Department	Chapter 5, Objective 5.2.1
<i>Should the City decide to maintain the current arrangement whereby the authority to review subdivisions is delegated to Brazoria County; at a minimum there should be a comprehensive assessment and comparison between their the County's and the City's respective standards and codes, with the intent of narrowing the gap between the standards of development.</i>	6	1		Office of City Manager / Economic Development Department	Chapter 5, Objective 5.2.1
<i>It is advisable for the City to create an impact model enabling it the ability to quantify the fiscal consequences of development and, subsequently, adopt policies to ensure responsible outcomes.</i>	1	3		Office of City Manager / Economic Development Department	Chapter 5, Objective 5.2.1
Develop and adopt a growth sequencing plan and management strategy that identifies areas of development for the next five, 10, 15 and 20 years to accommodate the targeted population of 33,472 persons in the Year 2035. These sequential areas identify when and where capital improvements and services should be directed.	19	7	1	City Manager / Economic Development and Public Services Departments	Chapter 5, Objective 5.2.1
<i>Formally adopt annexation policies, which will guide the decision-making of the City Council, both for City-initiated annexations as well as voluntary requested annexations.</i>	12	6		Office of City Manager	
<i>Consider policy amendments for the use of impact fees whereby there may be incentives to incentivize developing in areas where adequate infrastructure is currently available, or programmed for improvement within the City's CIP.</i>	5	3		Economic Development Department / Office of City Manager	Chapter 5, Objective 5.2.2

\*Note: Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.

**Table 6.1, Implementation Action Plan**

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
Evaluate the City's capital improvement program (CIP) and annual capital plan against the growth sequencing plan to ensure utility extensions and capacity improvement projects are consistent with the defined growth area. The capital improvement program and capital plan should be prioritized in accordance with the sequencing and timing of development.	13	8		Office of City Manager / Public Services Department / Engineering Department	Chapter 5, Objective 5.2.1
<i>Establish incentives for infill development, such as density bonuses if certain performance standards are met.</i>	2	1		<i>Economic Development Department / Office of City Manager</i>	<i>Chapter 5, Objective 5.1.1</i>
Update the City of Alvin's Thoroughfare Plan. Revise the City's access management provisions to include full consideration of the Grand Parkway and potential expansion of S.H. 35. Amend the City's Comprehensive Plan Update to include a Mobility plan element, which would include multi-modal circulation options and facilities.	33	4		Engineering Department	Chapter 5, Objective 5.3.1
<i>Utilize and supplement as necessary the Brazoria County Mobility Plan to gather information about existing roadway conditions, including property ownership patterns; right-of-way and pavement widths; pavement type; existence of shoulders; drainage improvements (ditches or curb and gutter); and design encumbrances such as creeks, floodplains, and other topographic features.</i>	1	2		<i>Economic Development / Engineering Departments</i>	<i>Chapter 5, Objective 5.3.1</i>
Encourage development patterns that respect natural systems such as watersheds and wildlife corridors. Site fingerprinting, a term that refers to implementing minimal site disturbance techniques, can be used to further reduce the limits of clearing and grading on a greenfield site, thereby minimizing the hydrologic impacts.	4	3		Engineering Department	Chapter 5, Objective 5.3.4
Design and install grassed filter strips and vegetated (bio)swales into site plans and rights-of-way to filter pollutants from stormwater.	3	3		Public Services Department / Engineering Department	Chapter 5, Objective 5.3.4
Require and/or incentivize the installation of pervious paving materials in at least 20 percent of the area of new parking lots and other hardscape areas to reduce the total site imperviousness and stormwater runoff.	5	2	1	Public Services Department / Engineering Department	Chapter 5, Objective 5.3.4
In compliance with the EPA's National Pollution Discharge Elimination System (NPDES) Regulations for Stormwater Discharge (40 CFR 122) for industrial facilities discharging stormwater, install oil – water separators to filter stormwater runoff before it is collected in the primary storm drain outfall.	1	4	1	Public Services Department / Engineering Department	Chapter 5, Objective 5.3.4
Install high-performance, green building best practices into all new City initiated and financed construction projects. Stormwater storage reduces the quantity of stormwater being flushed through the system.		2	3	Engineering Department	Chapter 5, Objective 5.3.4
Revise subdivision regulations to incorporate xeriscaping landscape design and maintenance practices.	8			Parks Department / Engineering Department	Chapter 5, Objective 5.3.4

\*Note: Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.



Table 6.1, Implementation Action Plan

Programs and Projects	Years			Involved Entities	Chapter Reference
	1-2	3-10	10 +		
Develop a municipal landscape ordinance that requires all landscape sitework and planting to adhere to xeriscape requirements.	8	4	1	Parks Department / Engineering Department	Chapter 5, Objective 5.3.4
Require heavy water users to conduct a water footprint audit to analyze their facility's water use and identify ways to make it more efficient.	5	3	1	Public Services Department / Engineering Department	Chapter 5, Objective 5.3.4
<i>Amend the development regulations to include measures to protect the wellheads and cone-of-influence areas from the introduction of contaminants.</i>	3	1		<i>Engineering Department</i>	<i>Chapter 5, Objective 5.3.2</i>

**\*Note:** Rows that are italicized with grey text represent previously adopted recommendations from the 2005 Comprehensive Plan.



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** Michelle Segovia

## SUBJECT:

Consider Ordinance 14-HH, an ordinance granting a permit to Genesis Pipeline Texas, L.P. to construct certain pipeline facilities in certain property or rights-of-way of the city; regulating such construction, the date of completion, and the locations of street crossings; providing for a notice to proceed, fees, deposits, insurance, and a guaranty of performance; providing for non-waiver by the city; regulating conflicting terms of laws; providing a penalty in an amount not to exceed \$1,000.00 per day for each day of violation of any provision hereof; providing for severability; and other matters related thereto - first reading.

## DISCUSSION:

Genesis Pipeline Texas, L.P. is proposing to reroute an existing 8" crude oil pipeline that was constructed in the late 1930s and currently runs under the warehouse facility located at 715 N. 2nd Street that is owned by GP Assets. Genesis is wanting to reroute the line beginning at a point south of the railroad tracks and extending in a 30' wide dedicated easement around the west side of the building as shown in the attached Exhibit A, in order to provide for safer operation and maintenance of the line. Construction is scheduled to begin in December 2014 and last approximately four weeks.

Genesis Pipeline Texas, L.P. has submitted all required information as required by Chapter 16 Article IV Pipelines of the City's Code of Ordinances. All components of the project have been designed and will be operated in full compliance with the Texas Railroad Commission.

## RECOMMENDATION:

Move to approve Ordinance 14-HH granting a pipeline permit to Genesis Pipeline Texas, L.P.

## ATTACHMENTS:

- |               |    |
|---------------|----|
| 1. Ord. 14-HH | 4. |
| 2. Exhibit A  | 5. |
| 3.            | 6. |

**Submitted by:**  
**Michelle Segovia**  
Digitally signed by Michelle Segovia  
DN: cn=Michelle Segovia, o=City of Alvin,  
ou=Engineering,  
email=msegovia@cityofalvin.com, c=US  
Date: 2014.10.16 15:59:03 -0500  
**Department Head**

**Funds Available:**  
**Bobbi J Kacz**  
Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=jkacz@cityofalvin.com, c=US  
Date: 2014.10.30 10:06:24 -0500  
**Finance Director**

**Approved as to Form:**  
**Junru Roland**  
Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:07:47 -0500  
**City Attorney**

**Approved By:**  
**Junru Roland**  
Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:07:47 -0500  
**City Manager**

## ORDINANCE NO. 14-HH

AN ORDINANCE OF THE CITY OF ALVIN, TEXAS, GRANTING A PERMIT TO GENESIS PIPELINE TEXAS, L.P., TO CONSTRUCT CERTAIN PIPELINE FACILITIES IN CERTAIN PROPERTY OR RIGHTS-OF-WAY OF THE CITY; REGULATING SUCH CONSTRUCTION, THE DATE OF COMPLETION, AND THE LOCATIONS OF STREET CROSSINGS; PROVIDING FOR A NOTICE TO PROCEED, FEES, DEPOSITS, INSURANCE, AND A GUARANTY OF PERFORMANCE; PROVIDING FOR NON-WAIVER BY THE CITY; REGULATING CONFLICTING TERMS OF LAWS; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$1,000.00 PER DAY FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY; AND PROVIDING A SEVERANCE CLAUSE AND EFFECTIVE DATE.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:**

**Section 1.** This ordinance grants a permit, pursuant to the Alvin Pipeline Ordinance (Alvin Code of Ordinances, Chapter 16, Article IV), to Genesis Pipeline Texas, L.P., (User) to construct the pipeline facilities described on Exhibit "A" hereto in, under, and across the rights-of-way of the City at the locations shown on Exhibit "A" hereto.

**Section 2.** Said pipeline facilities shall be constructed according to the attached Exhibit "A" and all applicable law.

**Section 3.** Said pipeline facility shall be completed no later than the following date: 365 days from approval.

**Section 4.** The points at which the pipeline facilities may cross the City's rights-of-way are specified on the attached Exhibit "A".

**Section 5.** No construction of said pipeline facilities shall begin until the City has issued a notice to proceed pursuant to the Pipeline Ordinance, after User has filed with the City proof of insurance, a guaranty of performance, and all applicable fees and deposits, all pursuant to the Pipeline Ordinance of the City.

**Section 6.** This ordinance shall not waive or impair any of the requirements of the Pipeline Ordinance of the City. This ordinance is subject to the terms of the Pipeline Ordinance. However, in the event of a conflict of terms, the more restrictive provision that provides greater protection to the City and its property shall govern and control.

**Section 7.** This ordinance is expressly conditioned upon compliance with the Alvin Pipeline ordinance and other applicable city ordinances, including but not limited to, Alvin City Code, Chapter 24, Traffic, Article III, Commercial Motor Vehicles. If any provision of the Pipeline

Ordinance is not followed, a permit for the construction of facilities or this franchise may be revoked. If a person has not followed the terms and conditions of the Pipeline Ordinance with respect to work done pursuant to a prior permit, new permits may be denied or additional terms may be required.

**Section 8.** If any part of this ordinance, of whatever size, is ever declared invalid or unenforceable for any reason, the remainder of this order shall remain in full force and effect.

**Section 9.** This ordinance shall be effective when it has been passed and adopted by the City and has been accepted by the User as shown by User's signature hereon. This ordinance shall be void unless User signs it within thirty days of its passage and adoption. By signing this ordinance, User also represents, warrants, and agrees that User shall comply with this ordinance, the Pipeline Ordinance, and all applicable law concerning the subject matter of this ordinance.

**Section 10. Penalty.** Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violate any provision of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed \$1,000.00. Each day of violation shall constitute a separate offense. Additionally, civil remedies and penalties may be imposed for violation of any provision of ordinance pursuant to Section 16-87.

**Section 11. Repealing Clause.** All ordinances or parts of ordinances inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

**Section 12. Severability.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Alvin, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED AND APPROVED** on first reading on the \_\_\_\_\_ day of \_\_\_\_\_ 2014.

**PASSED AND APPROVED** on second reading on the \_\_\_\_\_ day of \_\_\_\_\_ 2014.

ATTEST:

**CITY OF ALVIN, TEXAS:**

By: \_\_\_\_\_  
Dixie Roberts, City Clerk

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Bobbi Kacz, City Attorney

ATTEST:

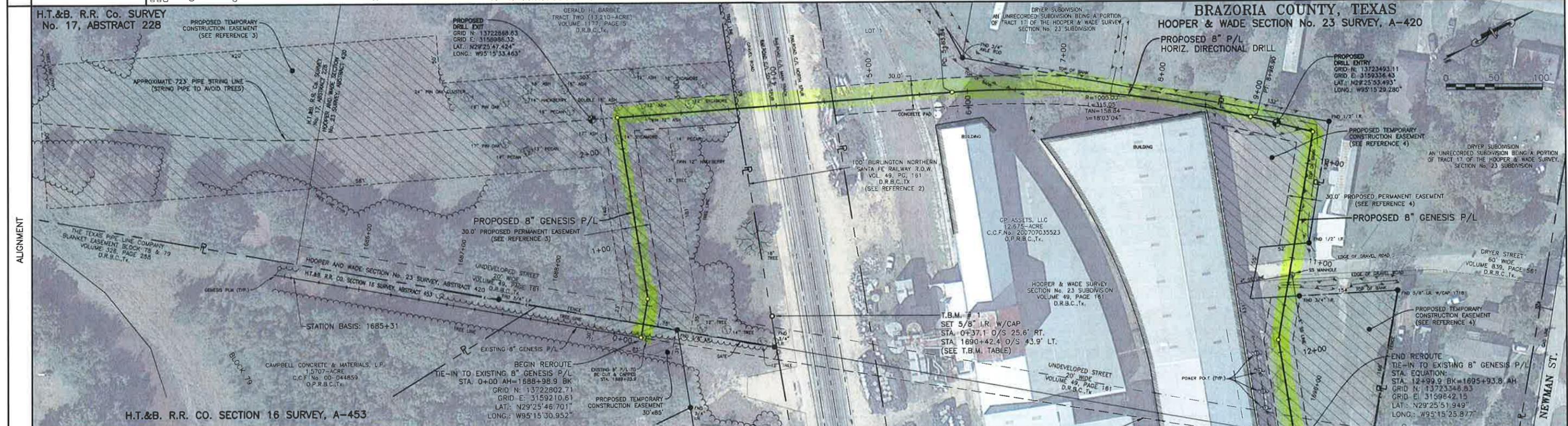
**Genesis Pipeline Texas L.P.:**

By: \_\_\_\_\_

By: \_\_\_\_\_

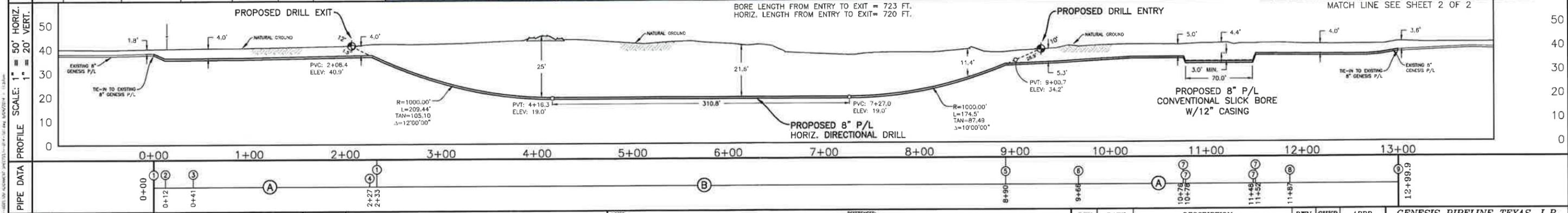
# EXHIBIT A

TR. NO.	1	2	3	4	5	6
OWNER	CAMPBELL CONCRETE & MATERIALS, L.P.	GERALD H. BARBEE TRACT TWO	BURLINGTON NORTHERN SANTA FE RAILWAY	GP ASSETS, LLC 12.675-ACRE	DRYER STREET	GP ASSETS, LLC 12.675-ACRE
RODS	14.3'/0.86	344.2'/20.86	100.4'/6.08	626.6'/37.97	55.5'/3.36	159.0'/9.64
TERRAIN	TERRAIN	TERRAIN (PARTLY WOODED)	RAILROAD	TERRAIN	STREET	TERRAIN
STATIONING	0+05.3 TREE LINE ELEV. 41.1' 0+14.3 PROPERTY LINE 0+41.1 P.I. < 19'12'46" LT. 0+86.5 TREE ELEV. 40.5' 117.1' RT. 2+33.4 PROPOSED DRILL EXIT ELEV. 41.9' 26.5' OFFSET LT. 2+33.4 P.I. < 95'05'58" RT.		3+58.5 PROPERTY LINE 3+76.1 EDGE OF ROCK ROAD ELEV. 43.1' 3+86.8 EDGE OF ROCK ROAD ELEV. 43.3' 3+91.1 TOP OF BALUST ELEV. 46.0' 3+91.9 TOP OF BALUST ELEV. 44.1' 3+91.9 TOP OF BALUST ELEV. 44.1' 4+03.6 TOP OF BALUST ELEV. 45.0' 4+08.6 BALUST C/L MAIN TRACK ELEV. 44.2' 4+15.7 TOP OF BALUST ELEV. 43.5' 4+24.1 BALUST C/L NORTH SPUR ELEV. 43.7' 4+58.9 PROPERTY LINE 5+64.1 BUILDING CORNER ELEV. 42.7' 33.1' RT. 8+15.1 BUILDING CORNER ELEV. 41.7' 28.1' RT. 8+45.7 TOP OF BANK ELEV. 40.8' 8+77.0 BUILDING CORNER ELEV. 37.7' 51.9' RT. 8+51.0 BUILDING CORNER ELEV. 38.0' 50.0' RT. 9+27.1 PROPOSED DRILL ENTRY ELEV. 38.9' 9+66.3 P.I. < 85'48'04" RT.		10+85.5 PROPERTY LINE 11+01.6 EDGE OF GRAVEL ROAD ELEV. 41.1' 11+17.5 SANITARY SEWER MANHOLE ELEV. 41.3' 2.9' LT. 11+22.5 EDGE OF GRAVEL ROAD ELEV. 41.1' 11+28.6 IRON FLOW LINE ELEV. 40.6' 11+40.9 PROPERTY LINE 12+99.9 END REROUTE 12+99.9 END REROUTE 8" GENESIS P/L I.O.P. ELEV. 38.1' COV. 3.0'	



**T.B.M. POINT TABLE**

T.B.M. #	LATITUDE NAD83	LONGITUDE NAD83	GRID NORTHING	GRID EASTING	ELEVATION	DESCRIPTION
1	N029°25'47.9825"	W095°15'30.3749"	13722933.70	3159257.46	41.95'	SET 5/8" I.R. W/CAP



QUANTITY	DESCRIPTION	QUANTITY	DESCRIPTION
2	① 8" 90° SIDE BEND	1	⑧ 8" 18'55'46" SIDE BEND
1	② 8" 10° SAG BEND	1	⑨ 8" 54'37'21" SIDE BEND
1	③ 8" 19'12'46" SIDE BEND	638 FEET	⑩ 8.625" OD x 0.322 WT, X42, ERW, FBE COATING
1	④ 8" 5° SIDE BEND	662 FEET	⑪ 8.625" OD x 0.322 WT, X42, ERW, 20 mils ARO COATING
1	⑤ 8" 9° OVER BEND		
1	⑥ 8" 85'48'04" SIDE BEND		
4	⑦ 8" 45° OVER/SAG BEND		

**NOTES:**

- ALL BEARINGS AND COORDINATES SHOWN HEREIN ARE GRID REFERENCED TO THE TEXAS COORDINATE SYSTEM OF 1983 SOUTH CENTRAL ZONE DEFINED BY AN NGS OPUS SOLUTION BASED ON IAD 83, 2011 ADJ. EPOCH 2010000. ALL DISTANCES SHOWN ARE SURFACE DISTANCES AND CAN BE CONVERTED TO GRID DISTANCE BY MULTIPLYING THE SURFACE DISTANCE BY THE COMBINED SCALE FACTOR OF 0.9999884. DATED 05-25-14, REV. 1.
- ALL ELEVATIONS SHOWN HEREIN ARE BASED ON OPUS SOLUTION REFERENCED TO NAVD 83-EGD 12.
- TITLE INFORMATION WAS PROVIDED BY CONTRACT LAND STAFF (281) 242-3310, AND REPRESENTS A CAREFUL SEARCH OF THE RECORDS OF THE COUNTY CLERK OF BRAZORIA COUNTY, TEXAS.
- STATIONING IS APPROXIMATE AND BASED ON A STATION ON A SURVEY LINE BETWEEN ABSTRACT SURVEY A-228 AND A-420, BEING 1885+31. SEE REFERENCE 1.
- THERE MAY EXIST UNKNOWN UTILITIES WITHIN THE PROJECT AREA. A ONE-CALL NOTIFICATION MUST BE MADE PRIOR TO CONSTRUCTION TO VERIFY THE LOCATION OF ANY NON-APPARENT UNDERGROUND UTILITIES.
- PIPELINE SPECIFICATIONS TO BE PROVIDED BY ENGINEER.

**REFERENCES:**

- GENESIS PIPELINE TEXAS, L.P. 8" LINE - WEST COLUMBIA TO WEIPSTER STATION, DRAWING NO. 3-W-111-C-015, REV. C DATED 12/17/06
- S OLIVER & ASSOCIATES, L.P. PROPOSED 8" GENESIS PIPELINE CROSSING BURLINGTON NORTHERN SANTA FE RAILWAY NEAR N SECOND STREET DRAWING NO. 14-014-300, DATED 05-25-14, REV. 1.
- S OLIVER & ASSOCIATES, L.P. PROPOSED 30 FEET EASEMENT DRAWING NO. 14-014-300, DATED 05-25-14, REV. 1.
- S OLIVER & ASSOCIATES, L.P. PROPOSED 30 FEET EASEMENT DRAWING NO. 14-014-301, DATED 07-01-14, REV. 1.

**S Oliver & Associates, L.P.**  
Surveying & Mapping  
7507 SHIRLEY DRIVE, SUITE 100, WAXAHACH, TEXAS 75080  
TEL: (281) 420-3132 FAX: (281) 420-3132

REV.	DATE	DESCRIPTION	DWN.	CHKD.	APPD.
0	6-02-14	ORIGINAL	VS	SO&A	
1	7-01-14	REVISED C/L PROPOSED REROUTE	VS	SO&A	
2	8-21-14	REVISED RAILROAD CLEARANCE TO 25'	VS	SO&A	

**GENESIS PIPELINE TEXAS, L.P.**  
ENGINEERING SERVICES HOUSTON, TEXAS

**PROPOSED 8" GENESIS PIPELINE REROUTE NEAR N. SECOND STREET BRAZORIA COUNTY, TEXAS**

SCALE: AS NOTED DATE: 08-02-2014  
DTG. NO.: 14-014-101 SHEET 1 OF 2



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** Chad Fontenot

## SUBJECT:

---

Consider Ordinance 14-II amending Chapter 28, Comprehensive Fee Ordinance, for the purpose of increasing the fees for "owner-surrendered" animals at the Alvin Animal Adoption Center; providing for an effective date; and setting forth other provisions related thereto.

## DISCUSSION:

---

The old animal shelter housed a daily animal population of approx. 42 animals. Since operations began at the new center (AAAC) in May of 2014, the average daily animal population is closer to 115 animals which causes additional stress on the resources, animals, staff & volunteers. (The 10/21/2014 count was 124 animals) While this drastic increase is likely due to a number of factors, one identified factor has been the lower fees charged by the AAAC for "relinquishments of animals". Please see Captain Fonteno's attached memo comparing fees of neighboring cities and other animal-care entities. The AAAC would like to increase their current owner-surrendered charges of \$20 to \$30 per animal for Alvin-resident feline/canine relinquishments; and \$30 to \$45 for non-resident relinquishments; and \$30 to \$45 for any feline/canine mother and litter relinquishments.

## RECOMMENDATION:

---

Move to approve Ord 14-II increasing fees for owner-surrendered animals at the Alvin Animal Adoption Center.

## ATTACHMENTS:

---

- |                                   |    |
|-----------------------------------|----|
| 1. Ordinance 14-II                | 4. |
| 2. Fontenot memo dated 10-21-2014 | 5. |
| 3.                                | 6. |

**Submitted by:**

Chad Fontenot

Digitally signed by Chad Fontenot  
DN: cn=Chad Fontenot, o=City of Alvin,  
ou=Alvin Police Department,  
email=ChadFontenot@cityofalvin.com, c=US  
Date: 2014.10.21 09:09:03 -0500

**Department Head**

**Funds Available:**

**Finance Director**

**Approved as to Form:**

Bobbi J  
Kacz

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.30 10:43:17 -0500

**City Attorney**

**Approved By:**

Junru  
Roland

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:09:12 -0500

**City Manager**

**ORDINANCE NO. 14-II**

**AN ORDINANCE AMENDING CHAPTER 28, COMPREHENSIVE FEE ORDINANCE, OF THE CODE OF ORDINANCES, CITY OF ALVIN, TEXAS FOR THE PURPOSE OF INCREASING THE FEES FOR OWNER-SURRENDERED ANIMALS AT THE ALVIN ANIMAL ADOPTION CENTER; PROVIDING FOR AN EFFECTIVE DATE; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN:**

**Section 1.** That Section 28-2 of the Code of Ordinances of the City of Alvin, Texas is hereby amended by increasing owner-surrendered fees for certain animals:

**"28-2. In general.**

...

**ANIMALS AND FOWL**

...

(8) Owner-Surrendered Animals:

City resident - for each animal or fowl, excluding livestock or exotics . . . . .  
~~\$20.00~~30.00

Non-resident - for each animal or fowl, excluding livestock and exotics . . . . .  
~~\$30.00~~45.00

Felines and canines: for mother and litter (resident or non-resident) . . . . .  
~~\$30.00~~45.00

*Waiver of fees: Animal control personnel are authorized to waive all, or a portion of fees in hardship instances, such as citizens with special needs.*

**Section 2. Severability.** Should any section or part of this ordinance be held unconstitutional, illegal, invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

**Section 3. Effective Date.** This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of *Chapt. 52, Tex. Loc. Gov't. Code, and the City of Alvin Charter.*

**Section 4. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't Code.*

**PASSED** on the first reading on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**PASSED** on the second and final reading on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**ATTEST:**

**CITY OF ALVIN, TEXAS**

By: \_\_\_\_\_  
Dixie Roberts, City Clerk

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

**RE: Agenda Commentary recommending Increasing Animal Relinquishment Fees at the Alvin Animal Adoption Center (AAAC)**

Ms. Kacz and Chief Lee,

The new animal shelter, with an animal capacity 2 ½ times the capacity of the old shelter, is at 100% capacity with 124 animals on hand. And it is frequently at that state.

This population has caused an increased drain on resources (food/litter/medicines, etc.), as well as increased stress and workload on staff and volunteers, and increased stress on the animals themselves.

One of the likely causes for the increased daily population we have identified is the extremely low fees we charge animal owners for canine/feline relinquishments. We currently charge \$20.00 for residents and \$30.00 for non-residents, and \$30 for mother and litter relinquishments for either citizen or non-citizen. Many area shelters do not accept owner relinquishments, while the ones that do charge considerably more than the AAAC (see research from Cpl. Douglas below).

The AAAC staff would like to increase our fees for relinquishments to the following:

1. \$30.00 for Alvin resident feline/canine relinquishments;
2. \$45.00 for non-resident relinquishments;
3. \$45.00 for any feline/canine mother and litter relinquishments.

While these fees are significantly higher than present AAAC fees, they are still lower than surrounding shelters that accept relinquishments. We also gave consideration to not increasing the fees too much, where prohibitive fees might encourage illegal dumping/abandoning of animals.

If you both approve of these increases, I have spoken with Ms. Roberts and she advised that it could be placed on the Nov. 6<sup>th</sup> Council Agenda. See attached Agenda Commentary.

Thanks and please let me know if any questions – Chad.

Chad Fontenot, Captain  
Alvin Police Department  
1500 S. Gordon  
Alvin, Tx 77511  
(281)585-7103 (direct)  
[cfontenot@cityofalvin.com](mailto:cfontenot@cityofalvin.com)<<mailto:cfontenot@apd.cityofalvin.com>>  
*Exceptional Team, Exceptional Service.*

**From:** Tonya Douglas - email  
**Sent:** Thursday, July 10, 2014 1:34 PM  
**To:** Chad S. Fontenot - email  
**Subject:** Southern Brazoria County

Captain,

SBC – Non- Citizen \$ 75.00  
Mother and litter \$100.00

Citizen and partnership cities \$ 40.00  
Mother and litter \$40.00

Cpl. Douglas

**From:** Tonya Douglas - email  
**Sent:** Wednesday, July 9, 2014 1:52 PM  
**To:** Chad S. Fontenot - email  
**Subject:** RE: Fee schedule for surrendered animals

League City - They do not take owner surrenders or non-citizens.

Friendswood – They do not take owner surrenders or non- citizens.

Pearland - They do not take non-citizen. They do take owner surrenders.  
Fee - \$ 40.00 per animal.

Galveston County- Animal Resource Center (ARC) Services:  
Santa Fe, Hitchcock, Kemah, Dickinson, La Marque, Clear Lake Shores, Bayou Vista, and the  
Village of  
Tiki Island.  
Fee-\$30.00 per animal.  
Fee \$30.00 –mother with litter.

Cpl. Douglas



# AGENDA COMMENTARY

**Discussion Date:**

**Approval Date:** 11/06/2014

**Submitted By:** Bobbi J. Kacz

## **SUBJECT:**

---

Consider Resolution 14-R-40 acknowledging and accepting easements granted to the City of Alvin by Lorane Kocurek, Cecil Kirkland, and Leonard Gonzales for the TxDOT Bridge Replacement project on County Road 149.

## **DISCUSSION:**

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TxDOT required the City to obtain easements from the property owners in order to accomplish the bridge replacement project on County Road 149. This resolution formally acknowledges the City's acceptance of these easements being granted to the City by the relevant property owners.

## **RECOMMENDATION:**

---

Move to approve Resolution 14-R-40, accepting the easements for the CR 149 bridge project.

## **ATTACHMENTS:**

---

- |  |    |
|--|----|
| 1. Res. 14-R-40                                | 4. |
| 2. Easements - CA will have original documents | 5. |
| 3.   | 6. |

**Submitted by:**

**Bobbi J  
Kacz**

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com,  
c=US  
Date: 2014.10.15 21:48:00  
'05'00'

**Department Head**

**Funds Available:**

**Finance Director**

**Approved as to Form:**

**Bobbi J  
Kacz**

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.30 11:15:14 -0500'

**City Attorney**

**Approved By:**

**Junru  
Roland**

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:11:42 -0500'

**City Manager**

**RESOLUTION 14-R-40**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, ACKNOWLEDGING AND ACCEPTING EASEMENTS GRANTED TO THE CITY OF ALVIN FOR THE TxDOT BRIDGE REPLACEMENT PROJECT FOR COUNTY ROAD 149**

**WHEREAS**, the City of Alvin, Texas desires to acknowledge and accept said easements, attached hereto as Exhibit A, granted to the City for the TxDOT Bridge Replacement Project for County Road 149 by the following property owners:

- a. Gonzales - .038 acres, out of a called 6.63 acre tract, being a part of Lot 25, of the Disney & Nash Subdivision, situated in the Hooper & Wade Survey, Section 23, Abstract 420, Brazoria County, Texas
- b. Cherokee Performance Tools, LTD – Kirkland - .031 acres, out of a called 7.39 acre tract, being a part of Lot 10 of the Disney & Nash Subdivision, situated in the Hooper & Wade Survey, Section 23, Abstract 420, Brazoria County, Texas
- c. Kocurek - .026 acres, out of a called 2.0 acre tract, being a part of tract 13 of the Wellman Subdivision in the A.C.H. & B Company Survey, Section 25, Abstract 412, Brazoria County, Texas

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:**

**Section 1.** That the City Council hereby accepts the Easements granted to the City of Alvin, Texas for the purpose of the TxDOT Bridge Replacement Project on County Road 149.

**Section 2.** That each said easement shall be recorded in the Deed Records of Brazoria County, Texas.

**Section 3.** That this Resolution shall take effect immediately upon its passage.

**PASSED AND APPROVED** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

ATTEST:

**CITY OF ALVIN, TEXAS**

By: \_\_\_\_\_  
Dixie Roberts, City Clerk

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



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** SUSSIE SUTTON

## SUBJECT:

Consider a final plat requested under the abbreviated plat procedure for Isabella Subdivision, 1 Block, 2 lots being 3.50 acres of land, out of 138.482 acres of land in the M.V. O'Donnell Survey, Abstract 468, Brazoria County, Texas.

## DISCUSSION:

On October 1, 2014, city staff received the Isabella Subdivision Plat for review and comment. This property is located in the City of Alvin's ETJ near County Road 99. The property is being subdivided for conveyance.

The Planning Commission recommended approval at their meeting of October 21, 2014.

## RECOMMENDATION:

Move to approve the Isabella Subdivision Final Plat.

## ATTACHMENTS:

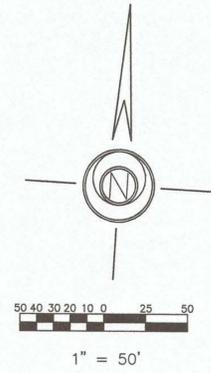
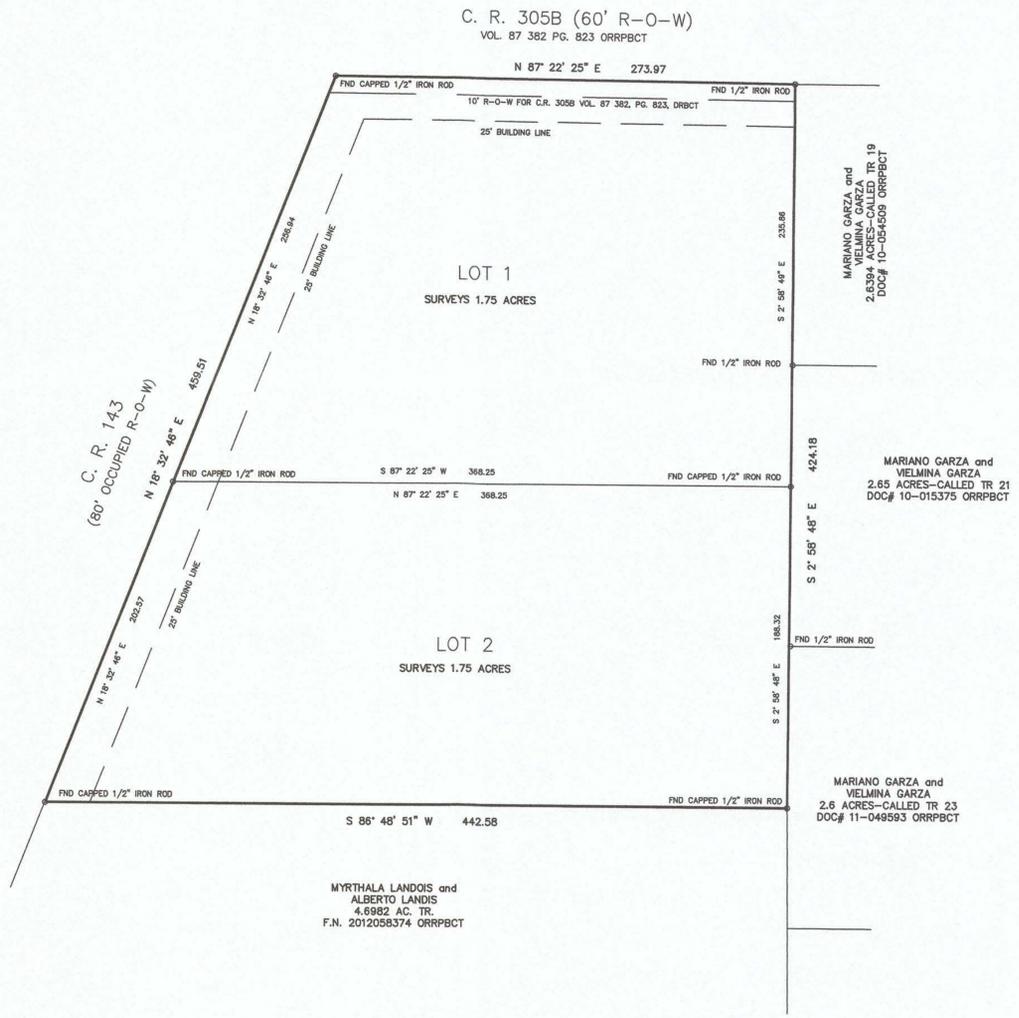
- |         |    |
|---------|----|
| 1. Plat | 4. |
| 2.      | 5. |
| 3.      | 6. |

**Submitted by:**  
**Michelle Segovia**  
Digitally signed by Michelle Segovia  
 DN: cn=Michelle Segovia, o=City of Alvin,  
 ou=Engineering,  
 email=mssegovia@cityofalvin.com, c=US  
 Date: 2014.10.15 13:38:30 -0500  
**Department Head**

**Funds Available:**  
**Bobbi J Kacz**  
Digitally signed by Bobbi J Kacz  
 DN: cn=Bobbi J Kacz, o=City of  
 Alvin, ou=Legal Department,  
 email=bkacz@cityofalvin.com, c=US  
 Date: 2014.10.30 11:19:21 -0500  
**Finance Director**

**Approved as to Form:**  
**Junru Roland**  
Digitally signed by Junru Roland  
 DN: cn=Junru Roland,  
 email=jroland@cityofalvin.com,  
 o=City of Alvin, ou=Finance  
 Department, c=US  
 Date: 2014.10.30 14:09:41 -0500  
**City Attorney**

**Approved By:**  
**Junru Roland**  
Digitally signed by Junru Roland  
 DN: cn=Junru Roland,  
 email=jroland@cityofalvin.com,  
 o=City of Alvin, ou=Finance  
 Department, c=US  
 Date: 2014.10.30 14:09:41 -0500  
**City Manager**



**METES AND BOUNDS**

3.50 acres of land, being out of 138.482 acres of land in the M. V. O'Donnell Survey, Abstract 468, Brazoria County, Texas, and being more particularly described by metes and bounds as follows;

BEGINNING at a 1/2 inch capped rod found for the northwest corner of the herein described tract, also being in the South R-0-W of County Road 305B;

THENCE North 87 deg. 22 min. 25 sec. East, along and with the South R-0-W line of County Road 305B, a distance of 273.97 feet to a capped 1/2 inch iron rod, being the northeast corner of the herein described tract and the northwest corner of a 2.6394 acre tract, as described in Document Number 10-054509, Official Records of Real Property, Brazoria County, Texas;

THENCE South 2 deg. 58 min. 49 sec. East, along and with west line of the 2.6394 acre tract, and the west line of a 2.65 acre tract as described in Document Number 10-015375, Official Records of Real Property, Brazoria County, Texas, and the west line of a 2.5 acre tract as described in Document Number 11-049593, Official Records of Real Property, Brazoria County, Texas, also being the northeast corner of a 4.6982 acre tract as described in File Number 2012058374, Official Records of Real Property, Brazoria County Texas, a distance of 424.18 feet to a 1/2 inch iron rod capped "Survey 1;"

THENCE South 86 deg. 48 min. 51 sec. West, along and with the north line of the 4.6982 acre tract, a distance of 442.58 to a 1/2 inch iron rod capped "Survey 1," in the East R-0-W line of County Road 143, also being the southeast corner of the 4.6982 acre tract;

THENCE North 18 deg. 32 min. 46 sec. East, along and with the East line of County Road 143, a distance of 459.51 feet to the PLACE OF BEGINNING and containing 3.50 acres of land.

**SUBDIVISION APPROVED**

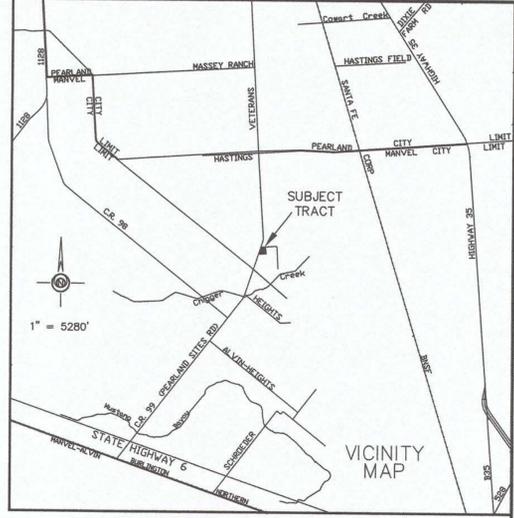
- MAYOR \_\_\_\_\_ PAUL HORN
- COUNCILMEMBER \_\_\_\_\_ BRAD RICHARDS
- COUNCILMEMBER \_\_\_\_\_ TERRY DROEGE
- COUNCILMEMBER \_\_\_\_\_ SCOTT REED
- COUNCILMEMBER \_\_\_\_\_ ADAM ARENDELL
- COUNCILMEMBER \_\_\_\_\_ KEITH THOMPSON
- COUNCILMEMBER \_\_\_\_\_ ROGER STUKSA
- COUNCILMEMBER \_\_\_\_\_ GABE ADAME
- CITY ENGINEER \_\_\_\_\_ MICHELLE H. SEGOVIA, P.E., CFM
- CITY CLERK \_\_\_\_\_ DIXIE ROBERTS, TRMC

APPROVED PLAT ROOM RECORDER \_\_\_\_\_

STATE OF TEXAS  
COUNTY OF BRAZORIA

I, \_\_\_\_\_ County Clerk of Brazoria County, Texas, do hereby certify that the within instrument with its authentication was filed for registration in my office on \_\_\_\_\_ 2014, at \_\_\_\_\_ o'clock \_\_\_\_\_ M, in Document Number \_\_\_\_\_.

Witness my hand and seal of office, at Angleton, Brazoria County, Texas, the day and date last written above.  
Deputy \_\_\_\_\_ County Clerk of Brazoria County, Texas.



OWNER'S: Maria Espinal and Mario Rojas  
ADDRESS: 19210 C.R. 927A  
Alvin, Tx, 77511

STATE OF TEXAS  
COUNTY OF BRAZORIA

We, the owners of the land shown on this plat and whose name is subscribed thereto and in person or through a duly authorized agent dedicated to the public forever, all streets, alleys, parks, water courses, drains, easements and public places thereon shown for the purpose and consideration herein expressed. The owners do hereby waive all claims for damages occasioned by the establishment of grades as approved for the streets and drainage easements dedicated or occasioned by us the alteration on the surface, or any portion of the streets or drainage easements to conform to such grades, and do hereby bind ourselves, our heirs, successors and assigns, to warrant and defend the title to the land so dedicated.

Witness our hand in \_\_\_\_\_ (City) \_\_\_\_\_ County, Texas, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Maria Espinal \_\_\_\_\_ Mario Rojas \_\_\_\_\_

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, on this day personally appeared MARIA ESPINAL, known to be the person whose name is subscribed to the foregoing instrument and acknowledged, to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of Office, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Notary Public in and For \_\_\_\_\_ County, Texas.  
My Commission expires \_\_\_\_\_.

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, on this day personally appeared MARIA ESPINAL, known to be the person whose name is subscribed to the foregoing instrument and acknowledged, to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN under my hand and seal of Office, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Notary Public in and For \_\_\_\_\_ County, Texas.  
My Commission expires \_\_\_\_\_.

**NOTES:**

1. Chad A. Gormly has not performed an abstract of title of the above surveyed tracts of land.
2. Source of bearing based upon the Texas Coordinate System of 1983 (South Central Zone) as computed from GPS Observations.
3. Sidewalk shall be constructed as part of the issuance of a building permit for each tract, if required.
4. Storm drainage improvements, which may include detention, shall be provided at the time of building permit, if applicable.

This is to certify that I, Chad A. Gormly, Registered Professional Land Surveyor No. 5796, of the State of Texas, have platted the above subdivision from an actual survey on the ground; and that all block corners, lot corners, and permanent referenced monuments have been set; that permanent control points will be set at the completion of construction and that this plat correctly represents that survey made by me.

WITNESS MY HAND AND SEAL THIS 15<sup>th</sup> DAY OF OCTOBER, 2014.

Chad A. Gormly, Registered Professional Land Surveyor No. 5796  
P.O. Box 862, Alvin, Texas, 77512-0862, Phone (281) 331-0883



**ISABELLA SUBDIVISION  
AN ABBREVIATED PLAT OF  
1 BLOCK, 2 LOTS  
CITY OF ALVIN, TEXAS' E.T.J.**

3.50 ACRES OF LAND, BEING OUT OF 138.482 ACRES OF LAND IN THE M. V. O'DONNELL SURVEY, ABSTRACT 468, BRAZORIA COUNTY, TEXAS

Owner - Maria Espinal  
Mario Rojas  
19210 C.R. 927A  
Alvin, Tx, 77511  
713-572-3644

Surveyor - Gormly Surveying, Inc.  
Chad A. Gormly R.P.L.S. 5796  
P. O. Box 862  
Alvin, Texas, 77512  
281-331-0883



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** SUSSIE SUTTON

## SUBJECT:

Consider a final plat requested under the abbreviated plat procedure for PNW RANCH a subdivision of 14.9966 acres of land in the William Pettus League Survey, Abstract No. 68, Fort Bend County, Texas.

## DISCUSSION:

On September 1, 2014, city staff received the PNW Ranch plat for review and comment. The plat consists of one block and three Lots. This property is being subdivided for conveyance and is located in Alvin's ETJ on CR 56, east of FM 521.

Planning Commission recommended approval to City Council at their regular meeting of October 21, 2014.

## RECOMMENDATION:

Move to approve the Final Plat for PNW Ranch.

## ATTACHMENTS:

- |                   |    |
|-------------------|----|
| 1. PNW Ranch Plat | 4. |
| 2.                | 5. |
| 3.                | 6. |

**Submitted by:**  
**Michelle Segovia**  
Digitally signed by Michelle Segovia  
 DN: cn=Michelle Segovia, o=City of Alvin,  
 ou=Engineering,  
 email=mssegovia@cityofalvin.com, c=US  
 Date: 2014.10.15 13:34:57 -0500  
**Department Head**

**Funds Available:**  
**Bobbi J Kacz**  
Digitally signed by Bobbi J Kacz  
 DN: cn=Bobbi J Kacz, o=City of  
 Alvin, ou=Legal Department,  
 email=bkacz@cityofalvin.com, c=US  
 Date: 2014.10.30 11:20:16 -0500  
**Finance Director**

**Approved as to Form:**  
**Junru Roland**  
Digitally signed by Junru Roland  
 DN: cn=Junru Roland,  
 email=jroland@cityofalvin.com,  
 o=City of Alvin, ou=Finance  
 Department, c=US  
 Date: 2014.10.30 14:10:09 -0500  
**City Attorney**

**Approved By:**  
**Junru Roland**  
Digitally signed by Junru Roland  
 DN: cn=Junru Roland,  
 email=jroland@cityofalvin.com,  
 o=City of Alvin, ou=Finance  
 Department, c=US  
 Date: 2014.10.30 14:10:09 -0500  
**City Manager**

STATE OF TEXAS :  
COUNTY OF FORT BEND:

We, William A. Pavlas and wife, Michele A. Pavlas, hereinafter referred to as Owner of the 14.9966 acre tract described in the above and foregoing map of PNW RANCH, do hereby make and establish said subdivision and development plan of said property according to all lines, dedications, restrictions, and notations on said map or plat do hereby dedicate to the use of the public forever, all streets, alleys, parks, water courses, drains, easements, and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind ourselves, our heirs, successors and assigns to warrant and forever defend the title to the land so dedicated.

FURTHER, Owner have dedicated and by these presents do dedicate to the use of the public for public utility purposes forever unobstructed aerial easements. The aerial easements shall extend horizontally an additional eleven feet, six inches (11' 6") for ten feet (10' 0") perimeter ground easements or seven feet, six inches (7' 6") for fourteen feet (14' 0") perimeter ground easements or five feet, six inches (5' 6") for sixteen feet (16' 0") perimeter ground easements, from a plane sixteen feet (16' 0") above ground level upward, located adjacent to and adjoining said public utility easements that are designed with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals twenty one feet, six inches (21' 6") in width.

FURTHER, Owner have dedicated and by these presents do dedicate to the use of the public for public utility purposes forever unobstructed aerial easements. The aerial easements shall extend horizontally an additional ten feet (10' 0") for ten feet (10' 0") back-to-back ground easements or eight feet (8' 0") for fourteen feet (14' 0") back-to-back ground easements or seven feet (7' 0") for sixteen feet (16' 0") back-to-back ground easements, from a plane sixteen feet (16' 0") above ground level upward, located adjacent to and adjoining said public utility easements that are designed with aerial easements (U.E. and A.E.) as indicated and depicted hereon, whereby the aerial easement totals thirty feet (30' 0") in width.

FURTHER, Owner do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to prevent the drainage of any septic tank into any public or private street, road or alley or any drainage ditch, either directly or indirectly.

FURTHER, Owner do hereby dedicate to the public a strip of land twenty (20' 0") feet wide on each side of the center line of any and all bayous, creeks, gullies, ravines, draws, sloughs, or other natural drainage courses located in said plat, as easements for drainage purposes, giving the City of Houston, Fort Bend County, or any other governmental agency, the right to enter upon said easement at any times for the purpose of construction and maintenance of drainage facilities and structures.

FURTHER, Owner do hereby covenant and agree that all of the property within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek or natural drainage way is hereby restricted to keep such drainage ways and easements clear of fences, buildings, planting and other obstructions to the operations and maintenance of the drainage facility and that such obutting property shall not be permitted to drain directly into this easement except by means of an approved drainage structure.

FURTHER, We do hereby acknowledge the receipt of the "Orders for Regulation of Outdoor Lighting in the Unincorporated Areas of Fort Bend County, Texas," and do hereby covenant and agree and shall comply with this order as adopted by Fort Bend County Commissioners Court on March 23, 2004, and any subsequent amendments.

WITNESS OUR HANDS in the City of Stafford this \_\_\_\_ day of \_\_\_\_\_, 2014.

By: \_\_\_\_\_  
William A. Pavlas  
By: \_\_\_\_\_  
Michele A. Pavlas

STATE OF TEXAS:  
COUNTY OF FORT BEND:

BEFORE ME, the undersigned authority, on this day personally appeared William A. Pavlas and wife, Michele A. Pavlas, known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and considerations therein expressed and in the capacity therein and herein stated, and as the act and deed of said individuals.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this \_\_\_\_ day of \_\_\_\_\_, 2014.

Notary Public in and for the State of Texas

My Commission Expires \_\_\_\_\_ Notary Public

CITY OF ALVIN SUBDIVISION APPROVAL:

Moyor, Paul Horn  
Brad Richards  
Scott Reed  
Adam Arendell  
Keith Thompson  
Roger Stuksa  
Gabe Adame  
Terry Droege  
City Engineer  
City Clerk

I, Carlos J. Barillas, a Professional Engineer registered in the State of Texas, do hereby certify that this plat meets the requirements of Fort Bend County to the best of my knowledge.

Carlos J. Barillas, P.E.  
Texas Registration No. 50474



I, Brian Nawara, am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and accurate as prepared from an actual survey of the property made under my supervision on the ground; that, except as shown all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other objects of a permanent nature) pipes or rods having an outside diameter of not less than five-eighths (5/8) inch and a length of not less than three (3) feet; and that the plat boundary corners have been tied to the Texas Coordinate System of 1983, South Central Zone.

Brian Nawara, R.P.L.S.  
Texas Registration No. 6060



- NOTES:
1.) BEARINGS AND COORDINATES SHOWN HEREON ARE SURFACE AS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE, (NO. 4204, NAD 83), AS OBTAINED FROM THE NGS C.O.R.S. SYSTEM, AND MAY BE CONVERTED TO GRID BY MULTIPLYING BY THE FOLLOWING COMBINED SCALE FACTOR OF 0.99996629137.
2.) ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP FOR FORT BEND COUNTY, TEXAS AND INCORPORATED AREAS, COMMUNITY PANEL NO. 48157-C-0455 L EFFECTIVELY DATED APRIL 2, 2014, THIS PROPERTY LIES IN ZONE "X", AN AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.
3.) THE MINIMUM SLAB ELEVATION SHALL BE 58.5 FEET ABOVE MEAN SEA LEVEL, OR AT LEAST TWO FEET ABOVE NATURAL GROUND, WHICHEVER IS HIGHER.
4.) THE DRAINAGE SYSTEM FOR THIS SUBDIVISION IS DESIGNED IN ACCORDANCE WITH THE FORT BEND COUNTY DRAINAGE CRITERIA MANUAL WHICH ALLOWS STREET PONDING WITH INTENSE RAINFALL EVENTS.
5.) LAND USE WITHIN THE SUBDIVISION IS LIMITED TO AN AVERAGE IMPERVIOUSNESS OF NO MORE THAN 15 PERCENT. THE DRAINAGE AND/OR DETENTION SYSTEM HAS BEEN DESIGNED WITH THE ASSUMPTION THAT THIS IMPERVIOUSNESS WILL NOT BE EXCEEDED. IF THIS PERCENTAGE IS TO BE EXCEEDED, A REPLAY AND/OR REDESIGN OF THE SYSTEM MAY BE NECESSARY.
6.) THIS RURAL SUBDIVISION EMPLOYS A NATURAL DRAINAGE SYSTEM WHICH IS INTENDED TO PROVIDE DRAINAGE FOR THE SUBDIVISION THAT IS SIMILAR TO THAT WHICH EXISTED UNDER PREDEVELOPMENT CONDITIONS. THUS, DURING LARGE STORM EVENTS, PONDING OF WATER SHOULD BE EXPECTED TO OCCUR IN THE SUBDIVISION TO THE EXTENT IT MAY HAVE PRIOR TO DEVELOPMENT, BUT SHOULD NOT REMAIN FOR AN EXTENDED PERIOD OF TIME.
7.) ALL PROPERTY TO DRAIN INTO DRAINAGE EASEMENT ONLY THROUGH AN APPROVED DRAINAGE STRUCTURE.
8.) ALL OF THE PROPERTY LOCATED IN THE ABOVE AND FOREGOING PLAT IS WHOLLY WITHIN THE EXTRA TERRITORIAL JURISDICTION OF THE CITY OF ALVIN, FORT BEND COUNTY, TEXAS.
9.) SITE DRAINAGE PLANS FOR THE FUTURE DEVELOPMENT OF THESE LOTS MUST BE APPROVED BY THE FORT BEND COUNTY ENGINEERING DEPARTMENT AND FORT BEND COUNTY DRAINAGE DISTRICT.
10.) THIS PROPERTY IS IN DESIGNATED LIGHTING ZONE LZ2.

LEGEND

- F. B. C. C. F. - FORT BEND COUNTY CLERK'S FILE
F. B. C. D. R. - FORT BEND COUNTY DEED RECORDS
F. B. C. P. R. - FORT BEND COUNTY PLAT RECORDS
FND - FUND
IP - IRON PIPE
IR - IRON ROD
R. D. W. - RIGHT OF WAY
SQ. FT. - SQUARE FEET
W/ - WITH

HOUSTON FIG ORCHARD ASSOCIATION
(VOL. 1, PG. 69; F.B.C.P.R.)

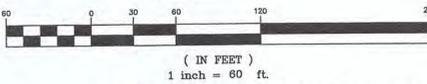
ACREAGE
GULF COAST WATER AUTHORITY
(F.B.C.C.F. NO. 2007085339)

40' ROAD
(VOL. 1, PG. 69; F.B.C.P.R.) N 87°09'04" E - 628.12'

FND 5/8" IR INSIDE 1" ALUMINUM PIPE
X=3,093,221.81
Y=13,727,096.00

X=3,093,849.15
Y=13,727,127.22

GRAPHIC SCALE



I, Richard W. Stolleis, P.E., Fort Bend County Engineer, do hereby certify that the plat of this subdivision complies with all of the existing rules and regulations of this office as adopted by the Fort Bend County Commissioners' Court; however, no certification is hereby given as to the effect of drainage from this subdivision on the intercepting drainage artery or parent stream or on any other area or subdivision within the watershed.

Richard W. Stolleis, P.E.
Fort Bend County Engineer

APPROVED by the Commissioners' Court of Fort Bend County, Texas this \_\_\_\_ day of \_\_\_\_\_, 2014.

Richard Morrison, Commissioner
Precinct 1

Grady Prestage, Commissioner
Precinct 2

Robert E. Hebert, County Judge

W. A. "Andy" Meyers, Commissioner
Precinct 3

James Patterson, Commissioner
Precinct 4

I, DIANNE WILSON, COUNTY CLERK IN AND FOR FORT BEND COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORDATION IN MY OFFICE ON \_\_\_\_\_, 2014, AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M, IN PLAT NUMBER(S) \_\_\_\_\_ OF THE PLAT RECORDS OF SAID COUNTY. WITNESS MY HAND AND SEAL OF OFFICE, AT RICHMOND, TEXAS, THE DAY AND DATE LAST ABOVE WRITTEN.

DIANNE WILSON, COUNTY CLERK
FORT BEND COUNTY, TEXAS

DEPUTY

ACREAGE
JESUS LARA
(F.B.C.C.F. NO. 2008124919)

A FIELD NOTE DESCRIPTION of a 14.9966 acres (653,250 square feet) tract of land in the William Pettus League, Abstract No. 68, Fort Bend County, Texas; said 14.9966 being that same tract of land conveyed to William Albert Pavlas and spouse, Michele A. Pavlas, as recorded in Fort Bend County Clerk's File No. 2011090305; said tract being more particularly described by metes-and-bounds as follows with the bearings being based on Texas State Plane Coordinate System, South Central Zone (NAD83) per GPS Observations using National Geodetic Survey Continuously Operating Reference Stations:

BEGINNING at a 1/2-inch iron rod with cap stamped "Kalkomey" found in the north right-of-way line of County Road 56 (102 foot wide Road and Ditch R.O.W.), as recorded in Volume 233, Page 482 of the Fort Bend County Deed Records, for the southeast corner of a tract of land conveyed to Jesus Lara, as recorded in Fort Bend County Clerk's File No. 2008124919 and for the southwest corner of this tract; from which a 1/2-inch iron rod found bears South 87° 12' 25" West - 628.44 feet;

THENCE, North 02° 18' 37" West - 1,039.75 feet with the east line of said Jesus Lara tract to a 5/8-inch iron rod with cap found in the northwest corner of a tract of land conveyed to John H. Caldwell, et al, as recorded in Fort Bend County Clerk's File No. 9749474 and for the northeast corner of this tract;

THENCE, North 87° 09' 04" East - 628.12 feet with the south line of said 40 foot road to a 1/2-inch iron rod with cap found in the northwest corner of a tract of land conveyed to John H. Caldwell, et al, as recorded in Fort Bend County Clerk's File No. 9749474 and for the northeast corner of this tract;

THENCE, South 02° 18' 37" East - 1,040.37 feet with the west line of said Caldwell tract to 1/2-inch iron rod with cap stamped "Kalkomey" found in the southwest corner of said Caldwell tract and for the southeast corner of this tract;

THENCE, South 87° 12' 25" West - 628.11 feet with the north right-of-way line of said County Road 56 to the POINT OF BEGINNING and containing 14.9966 acres (653,250 square feet) of land.



COUNTY ROAD 56
(102' ROAD AND DITCH R.O.W.)
(VOL. 233, PG. 482; F.B.C.D.R.)

ACREAGE
HOUSTON FIG ORCHARD ASSOCIATION
(VOL. 1, PG. 69; F.B.C.P.R.)

FND 1/2" IR W/ CAP "KALKOMEY"
X=3,093,891.09
Y=13,726,087.70

PNW RANCH

A SUBDIVISION OF 14.9966 ACRES OF LAND IN THE WILLIAM PETTUS LEAGUE SURVEY, ABSTRACT NO. 68, FORT BEND COUNTY, TEXAS

1 BLOCK 0 RESERVES 3 LOTS

~ OWNER ~

WILLIAM A. PAVLAS AND MICHELE A. PAVLAS

8511 Halls Retreat Court
Missouri City, Texas 77459

PHONE: 632.528.9630

~ SURVEYOR ~

TEXAS ENGINEERING AND MAPPING CO.

12810 Century Drive
Stafford, Texas 77477
Brian Nawara, R.P.L.S.

PHONE: 281.491.2525 FAX: 281.491.2535

FIRM REGISTRATION NO. 10119000

WWW.TEAM-CIVIL.COM

JOB NO. 1139-1

SEPTEMBER 25, 2014





# AGENDA COMMENTARY

Discussion Date: 11/06/2014

Approval Date: 11/06/2014

Submitted By: SUSSIE SUTTON

## SUBJECT:

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Consider a variance request from Michael Weeks, Broker/Owner of Weeks Realty & Investment, to waive the building setback requirement of Section 21-37 (a) of the Code of Ordinances, for five corner lots within the amended plat of A.C. Wade's Addition.

## DISCUSSION:

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On October 7, 2014, staff received a variance request letter for waiver to the 15' street side building set back required by section 21-37(a) of the Code of Ordinances.

Mr. Weeks is proposing to build 14 homes on the previously platted lots in the A.C. Wade's Addition Subdivision located along Phillips and Willis Streets between Hill Street and Jackson Street. In order to be able to fit homes on the 5 corner lots in this subdivision he is requesting to be allowed to maintain a 10' street side building setback versus the required 15' setback.

The Planning Commission approved this variance request on October 21, 2014.

## RECOMMENDATION:

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Move to approve the building setback variance as requested by Mr. Michael Weeks.

If approving, state Council's "Findings" of the probable effect of this variance pursuant to Sec. 21-4 of the City Code.

## ATTACHMENTS:

---

- |                                      |    |
|--------------------------------------|----|
| 1. Variance Request Letter           | 4. |
| 2. Sec. 21-4 code variance provision | 5. |
| 3.                                   | 6. |

Submitted by:  
**Michelle Segovia**  
Digitally signed by Michelle Segovia  
DN: cn=Michelle Segovia, o=City of Alvin,  
ou=Engineering,  
email=msegovia@cityofalvin.com, c=US  
Date: 2014.10.16 14:45:58 -0500  
Department Head

Funds Available:  
**Bobbi J Kacz**  
Finance Director

Approved as to Form:  
**Bobbi J Kacz**  
Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=jkacz@cityofalvin.com, c=US  
Date: 2014.10.30 11:27:53 -0500  
City Attorney

Approved By:  
**Junru Roland**  
Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:12:16 -0500  
City Manager

CITY OF ALVIN

**REQUEST FOR VARIANCE**

Legal Descriptions of CORNER LOTS:

Lots 5, 6, & 10, Block 4, and Lots 1 & 6, Block 7, AMENDED PLAT of A.C. WADE'S ADDITION, a subdivision in Brazoria County, TX according to the map or plat thereof recorded in Volume 2, Page 55, of the Map Records of Brazoria County, TX

October 6<sup>th</sup>, 2014

TO: City of Alvin  
Michelle H. Segovia, P.E., CFM  
*City of Alvin – City Engineer*  
1100 W. Highway 6  
Alvin, Texas 77511

It is our hope, as perspective buyers and developers for the lots described below, as well as another 9 lots that are contiguously attached to those listed here below, to develop and build 14 new (in total), single-family 3/2/1 homes. These homes will be attractive, well built, requiring very low maintenance, and an asset to the community and city of Alvin. Our goal is to represent to others that the City of Alvin is an attractive opportunity for anyone interested in a high quality single family home, in a friendly living environment, and within a wonderfully established family community.

This request for variance is for the following five corner lots, two of which are located on W. Willis St and three of which are located on W. Phillips St, and with the Legal descriptions as follows:

- Block 4, Lot 5
- Block 4, Lot 6
- Block 4, Lot 10
- Block 7, Lot 1
- Block 7, Lot 6

, AMENDED PLAT of A.C. WADE'S ADDITION, a subdivision in Brazoria County, TX according to the map or plat thereof recorded in Volume 2, Page 55, of the Map Records of Brazoria County, TX
--

It is our understanding that the City of Alvin building code requires there to be a 15 foot side setback (or building line) on corner lots from the side street, and a 5 feet side setback (or building line), on the opposing side of the same lot, making these 50 foot wide lots (at frontage), only having a buildable width of 30 feet on the W. Willis Street and W. Phillips Street corner lots, at the frontage. Limiting the building frontage width to 30 feet is very restrictive and limiting in allowing, and ultimately finding, a feasible and reasonable floor plan that works on these lots.

We are proposing to allow a variance of 5 feet, on the side street setback, changing the side setback (or building line) from the required 15 feet, to a reduced but still generous, 10 feet. There are several issues dictating this need for variance, as shown and listed below.

- The narrow 30 foot building width at frontage, is very aesthetically unappealing and unattractive from the front street elevation, making the home appear disproportionately narrow as opposed to its length when compared to the other contiguous 9 homes being built.
- The homes should be similar in architectural style and shape in order to not look out of place, both in the community as well as within the development in which they are constructed.
- In order to provide a single family floor plan that is economically feasible for construction, the building footprint should be more proportionate in length and width for the engineering to be reasonable in design, in order to limit substantial movement along its longest axis.
- Even with a 10-foot side setback (or building line), there is still ample distance from the side street for any storm drainage maintenance or improvements necessary.
- The 10-foot proposed side setback (or building line) is similar to, or is greater than, other existing homes within this same area and neighborhood.

Below are the hand-measured distances, from the edge of existing road (pavement), to the side property line of each as described, to represent of the approximate distance from street to property line, so as to demonstrate that the property line for each of these lots is sufficiently buffered from the adjacent side street.

- Block 4, Lot 5: Distance of 21 feet from Lee St, to its western most property line
- Block 4, Lot 6: Distance of 21 feet from Lee St, to its western most property line
- Block 4, Lot 10: Distance of 19 feet from Hill St., to its eastern most property line
- Block 7, Lot 1: Distance of 18 feet from Lee St, to its eastern most property line
- Block 7, Lot 6: Distance of 18 feet from Lee St, to its western most property line

The information and request stated above, is a representation of all applicable information made available to variance applicant at the time of its submission, and relating to the properties listed above. This information contained herein is believed to be truthful and accurate to best of my knowledge at the time of submission, but is in no way a personal guarantee as to the accuracy of the information contained herein.

Please direct all questions and concerns to the following, as listed and signed to below.



10/7/2014

**Michael Weeks, PhD**

**Broker & Owner**

Weeks Realty & Investment Co., LLC

[www.weeksric.com](http://www.weeksric.com)

112 S. Gordon

Alvin, TX 77511

[Michael@WeeksRIC.com](mailto:Michael@WeeksRIC.com)

(832) 651-7409 Direct

(281) 993-3707 Office

(281) 816-3468 Fax

Sec. 21-4. - Variances.

Upon written request, city council may authorize a variance from this chapter. An applicant for a variance shall pay a nonrefundable fee, in an amount provided for in the fee schedule in chapter 28.

In granting a variance, the council shall prescribe those conditions it deems necessary or desirable to the public interest. In making the findings herein above required, the council shall take into account the nature of the proposed use of the land involved, the existing use of the land in the vicinity, the number of persons who will reside or work in the proposed subdivision, and the probable effect of such variance upon traffic conditions and upon public health, safety, convenience and welfare in the vicinity.

Any variance request shall first be reviewed by the planning commission, with a recommendation to council workshop, prior to city council action.

(Ord. No. 02-AA, §1, 6-20-02; Ord. No. 06-WW, §3, 12-21-06; Ord. No. 12-UU, §2, 11-1-12)



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014  
**Approval Date:** 11/06/2014  
**Submitted By:** Dan Kelinske

## **SUBJECT:**

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Consider Resolution 14-R-36 revising the Alvin Senior Center - Rules and Regulations; and setting forth other matters related thereto.

## **DISCUSSION:**

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The City Charter states the Senior Citizens Board will recommend rules and regulations governing the use of the Senior Citizens Center, which must be submitted to the City Council for approval. The Charter also provides that the rules and regulations may be changed from time to time upon approval of the City Council in order to meet the needs of the Senior Citizens Center.

The proposed rules revise the Alvin Senior Center operational rules governing facility rentals at the Alvin Senior Center and include a Code of Conduct for the Senior Center.

## **RECOMMENDATION:**

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Move to approve Resolution 14-R-36 revising the Senior Center Rules and Regulations.

## **ATTACHMENTS:**

---

- |   |    |
|---|----|
| 1. Res. 14-R-36                           | 4. |
| 2. Exhibit A - redline version of changes | 5. |
| 3.  | 6. |

**Submitted by:**

**Daniel  
Kelinske**

Digitally signed by Daniel Kelinske  
DN: cn=Daniel Kelinske, o=City of  
Alvin, ou=Parks and Recreation,  
email=dkelinske@cityofalvin.com,  
c=US  
Date: 2014.10.01 15:10:06 -0500

**Department Head**

**Funds Available:**

**Finance Director**

**Approved as to Form:**

**Bobbi J  
Kacz**

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.30 11:57:33 -0500

**City Attorney**

**Approved By:**

**Junru  
Roland**

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:10:44 -0500

**City Manager**

**RESOLUTION NO. 14-R-36**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, REVISING THE ALVIN SENIOR CENTER - RULES AND REGULATIONS; AND SETTING FORTH OTHER MATTERS RELATED THERETO.**

**WHEREAS**, the Alvin Senior Center is a public facility owned by the City of Alvin where Seniors in the Alvin area can meet for social, recreational, educational, and fitness opportunities;

**WHEREAS**, the Alvin Senior Center is available for other community-related activities and programs for which rules and regulations are needed to govern the rental of this facility;

**WHEREAS**, the City Charter provides that the rules and regulations established by the City Council may be changed from time to time to meet the needs of the Senior Citizen Center; and

**WHEREAS**, the Alvin Senior Center - Rules and Regulations, attached hereto as Exhibit "A" (and incorporated herein by reference), upon review and consideration by the City Council, deem it in the public interest to authorize this action, **NOW, THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, THAT:**

**Section 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**Section 2. Proceedings.** That the revised Alvin Senior Center - Rules and Regulations attached hereto as Exhibit "A" are hereby adopted.

**Section 3. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't Code*.

**Section 4. Effective Date.** This resolution shall take affect upon its adoption.

**PASSED AND APPROVED** on this the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

ATTEST:

**CITY OF ALVIN, TEXAS**

By: \_\_\_\_\_  
Dixie Roberts, City Clerk

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

# CITY OF ALVIN

## ALVIN SENIOR CENTER

### RULES AND REGULATIONS

PARKS AND RECREATION DEPARTMENT

PROPOSED 2014 RULES AND REGULATIONS

EXHIBIT A to Res. 14-R-36

## ALVIN SENIOR CENTER

### PURPOSE MISSION STATEMENT

The primary purpose of the Alvin Senior Center is to provide a public facility where seniors in the Alvin area can meet for social, recreational, educational, and fitness opportunities. In addition, the Center is available for other community-related activities and programs which do not conflict with the primary purpose of the Center.

### ELIGIBILITY FOR SENIOR CITIZEN PROGRAMS

Any person living in the Alvin area ~~who is~~ 50 years of age or older and his/her spouse of any age (as long as one spouse is 50 years of age or older) is eligible to participate in the activities and programs established for seniors by the City of Alvin.

A meal program is administered by ActionS, Inc. an independent agency established to plan and coordinate services for older adults. To participate in any ActionS program, persons must meet the guidelines set forth by ActionS, Inc. Transportation to and from the Center is ~~furnished by the City of Alvin~~ provided through ActionS. ~~ActionS provides a senior program on a weekly basis.~~ Further information regarding the ActionS program is available from the site director during ActionS operational times, or by calling (281) 585-4677.

### OWNERSHIP AND MANAGEMENT OF CENTER

The Alvin Senior Center is a public building owned by the City of Alvin. Management of the Center is supervised by the City of Alvin Parks & Recreation Department. A site ~~manager~~ provides daily management of the facility.

### OTHER FUNCTIONS AND USES

The Senior Center may be used by other individuals and groups according to the Rules and regulations for Operation, Use, and Rental of Alvin Senior Center which have been Approved by the City Council.

All boxes must be initialed by renter as understanding of each Rule.

- 1. Animals Prohibited – No animals are permitted in or around the Senior Center except animals, required to assist disabled persons or approved by the Senior Center Coordinator
- 2. No Smoking or Alcoholic Beverages – No alcoholic beverages are permitted in or around the Senior Center. Smoking is prohibited inside the facility by City Ordinance.
- 3. Equipment – The TV, VCR, or any other equipment shall not be removed from the Senior Center unless expressed written authorization by Director.
- 4. Decorations – ~~No decorations or objects of any kind may be affixed to the walls or ceilings.~~ Decorations may not be displayed in a manner that would damage, puncture or leave residue upon removal. (ex. thumbtacks, tape, staples, etc).
- 5. Open Flames – The use of open flames and flammable material is not allowed inside the Senior Center. These include but are not limited to; torches, incense burners, charcoal grills and candle center pieces. Exceptions may be granted for the use of small flame producing devices such as candles on cakes and in ceremonies, and sterno-type materials used to maintain food temperature. ~~with the exception of the closely supervised use of small flame producing devices such as candles on cakes and in ceremonies, and sterno-type materials used to maintain food temperature. The following flame producing devices that may not be used include, but are not limited to the following: torches, incense burners, charcoal grills, candle center pieces. Please be advised that if this rule is violated, the renter will forfeit the Room Rental Deposit, regardless of whether or not measures were taken to rectify the infraction and clean up any resulting condition.~~
- 6. Thermostat Controls – The user shall not attempt to make adjustments to the thermostat controls. ~~The u~~Users of the Center ~~will~~ may be ~~financially held~~ liable for any damage caused from tampering with these instruments.
- 7. Personal Losses and Damages – The City of Alvin is not responsible for lost, damaged or misplaced property placed in or on its facilities or grounds. Furthermore, the City of Alvin is released and discharged from any and all liability for loss injury, or damage to persons or property that may be sustained arising out of the use or occupancy of the Senior Center and its grounds.
- 8. Parking – ~~A map of available parking will be provided by the Center.~~ Parking is available at around the Senior Center in designated areas only. Additional parking is located across the street at the Stanton's overflow lot. ~~Please~~ do not park at Jodie's Hair Salon. ~~be respectful of private property in the area.~~
- 9. Set Up and Clean Up Times – The renter is allowed 30 minutes before an event to set up and 30 minutes after an event for proper cleanup. If you cannot meet these time limits you are required to pay for the extra set-up and clean-up times.
- 10. Clean-Up – Failure to properly clean the Senior Center will result in a forfeiture of of all or part of the Room Rental Deposit. ~~The City will charge a custodial rate of \$20.00 per hour to clean the Center with a minimum charge of \$50.00~~ Excessive negligence resulting in uncleanliness or damage beyond the deposit value will be subject to actual clean/repair costs.
  - A. All spillage will be properly cleaned.
  - B. All floors including restrooms and kitchen, ~~if used,~~ must be swept and high-traffic areas mopped.

- C. The kitchen, if used, must be thoroughly cleaned, including floors, walls, appliances, sinks and counters.
  - D. All trash and debris must be removed from the building and parking lot and placed in the ~~appropriate trash receptacle~~ onsite dumpster provided in the rear of the building, or removed from the premises.
  - E. All tables and chairs must be returned to their original location.
11. Damages to Center – The renter is responsible for any damages caused ~~to the Center arising out of rental of the Center during their rental times. The room rental deposit may be forfeited to pay for any damages to the Center caused by the renter's use of the Center.~~ To the extent the deposit is insufficient to pay for all the damages the renter shall be liable for the difference.
  12. ~~Compliance with Applicable Laws~~ On Site Representative – The renter or his/her ~~or~~ designated representative, is required to be present at the Alvin Senior Center and must be available to City personnel during the entire course of the rental period.
  13. Facility Monitor and Access – A City representative will be on duty to open the Center. This individual will also secure the Center upon the conclusion of the rental. The renter is responsible to check the Center for damage before and after the rental period for damage and cleanliness. ~~must make certain that the City representative goes over the facility with the renter before the rental period begins, and at the conclusion of the rental.~~ Both the renter and the city representative must sign-off on initial the ~~rental report form~~ operational rules packet to ensure that the renter's responsibilities have been fulfilled and that the deposits can be refunded.
  14. Advertising – The use of ~~a Center room(s)~~ the Alvin Senior Center by an individual or group does not constitute endorsement of that individual, group, vendor, agency, philosophy, opinion or product by the Center or the City of Alvin. No advertisement or announcement implying endorsement will be permitted. All promotional or advertising copy that includes the Alvin Senior Center name must be approved prior to release by the Manager of the Center or a designated representative.
  15. Abuse of Operational Rules – Any person who abuses the operational rules or any other laws or policies applicable to the Center may be required to vacate the Center and may be barred from further use of the Center.
  16. ~~Emergency Contact Contacts~~ – ~~The renter will be supplied with emergency contact telephone numbers in case of emergency. If you have need assistance from the police, fire or EMS departments contact the Police Dispatcher at 281-388-4370 and also ask them to notify the Site Coordinator and/or the Director of Parks and Recreation immediately. For building concerns or questions contact on-call personnel. In the event of an emergency dial 911. For police non-emergency call 281-388-4370.~~
  - ~~46.~~17. 17. Marquee Use – ~~(Tabled)~~ The marquee use shall be at the discretion of the Department Director with the primary use for advertisement related to senior center programs, trips and related information

1. Reservation Requirements

- A. Reservations may be made by applying to the City of Alvin Senior Center, 309 West Sealy, Alvin, Texas 77511, or by calling or 281-388-4298.
- B. Senior activities and programs will have priority use of the Center. All other reservations will be taken on a first-come, first-serve basis.
- C. Rental reservations may not be made more than ~~6 months~~ 12 months in advance.
- D. Groups or individuals may not reserve a rental space on a standing, weekly basis for more than six months. This will allow the renter time to locate a permanent meeting place. Future rental periods and/or extension of rentals will be evaluated by the Coordinator of Alvin Senior Center.
- E. An adult 18 or older must sign the Room Reservation Application.
- F. ~~Programs conducted and/or sponsored by City will be given priority over any other reservation request, except senior activities and programs.~~ Senior Center order of priority usage:
  - Senior Center activities and programs.
  - Programs conducted and/or sponsored by the City.
  - Room rentals and reservations.

Right of Entry: The City may enter upon the Senior Center at any time for any purpose necessary, incidental; to or connected with any other program's use of the Senior Center or in the exercise of the City's governmental functions. Any such re-entry shall not constitute a trespass or create a cause of action for damages against the City.

2. Cancellations – All cancellations of rentals must be requested in writing to the ~~Senior Center Manager~~ or Center staff. The following refund schedule will apply:

- Two week or more notice: Full refund less a ~~\$15~~25 refund processing fee.
- ~~Less than two week notice: Full refund less a \$100.00 Cancellation fee and \$15~~
- ~~refund p~~\$775.00 Cancellation Fee, \$125.00 Refund Processing Fee

3. Fees - The fees attached hereto as Exhibit "BA" will apply to rental of the Alvin Senior ~~Citizens~~ Center. The hourly rental fees will be calculated by the half hour and hour only.

- Deposit is required at the time of reservation.
- Payment for rental period must be made within 2 business days during regular City of Alvin operational hours. (Mon.-Fri. 7:30am-4:30pm) (Mon. – Thurs. 7am – 6pm)
- 3. • Payment made within 2 business days, excluding holidays, must be made in cash.

#### 4. Senior Citizens Groups

- A. A Senior group is defined as an organization with at least 90 percent of its membership 50 years or older. Senior organizations (*i.e.* [Quilters](#)[AARP](#)) will be allowed to hold one event or meeting per month at no cost.
- B. A meeting/event will be allowed at no cost if it meets these conditions:
- 1) The second meeting must be open to the general public with no membership requirements.
  - 2) The second meeting must provide a service or benefit to area senior citizens.
  - 3) The additional meeting must be held during the **business** hours of the Center from **7:30 a.m. – 4:30 p.m.** Monday thru Friday.
  - 4) The additional meeting /event must not conflict with scheduled Center activities.
  - 5) If more than two meetings/event are scheduled by a senior organization during a calendar month, the senior organization must pay the applicable fees for the third or succeeding meeting/event.

#### 5. Non-profit Organizations

~~A. A qualified, non-profit shall be defined as a group or organization in possession of an active 501c3 with proof of non-profit status.~~ The deposit for a qualified non-profit (501c3) organization will be waived ~~for one meeting/event per year, provided that the meeting/event does not conflict with previously scheduled events.~~ An hourly rental fee of \$45 will be charged. ~~The deposit for the rental will be waived.~~

~~B. If more than one meeting is scheduled by a qualified non-profit/ 501c3 organization, the Organization must pay the applicable fees and deposit for the second or succeeding meeting/event.~~

6. Governmental Entities – Rental fees will not be charged to local or other governmental entities desiring to use the Senior Center if the request is made on official stationery of the governmental entity, and the Senior Center will be used for a governmental purpose.

#### 7. Meeting Room Facilities and Capacities:

- A. West side rental includes the meeting room, bathrooms, and kitchen facilities and has a maximum capacity of 229 persons.
- B. East side Kitchen rental includes the meeting room space up to the bi-fold doors, bathrooms, kitchen facilities and has a maximum capacity of 80 persons.
- C. Craft room and Piano includes the meeting room, bathrooms, and has a maximum capacity of 25 persons. Only adult organizations are allowed to rent these rooms. No kitchen facilities or ice will be provided.

8. Available Rental Times – The Center will be available for rental as follows:

West Side

Monday –Thursday	7:30 AM – 10:30 PM
Friday	7:30 AM – 10:30 PM
Saturday and Sunday	7:30 AM – 10:30 PM

East Side – Entire

Monday – Friday	7:30 AM – 10:30 PM
Saturday – Sunday	7:30 AM – 10:30 PM

Craft Room

Monday – Friday	7:30 AM – 10:30 PM
-----------------	--------------------

9. Youth Group Restrictions – It is recommended ~~G~~groups ~~that are~~ composed of youth ~~(17)~~ years of age and younger must have one (1) adult 18 or older present at all times for each ten (10) youths in attendance.
10. Indemnification -The renter is responsible for the acts or omissions of the renter’s invitees, licensees, relatives, friends and their invitees or licensees. The renter agrees to indemnify and hold ~~blameless~~ harmless the City of Alvin, its officers, agents and employees from any and all actions, claims, costs, damages,injuries, and expenses, including but not limited to attorney’s fees and court costs, arising out of the use of the Senior Center by the renter. Furthermore, such indemnification shall apply with respect to all acts or omissions of the renter, the renter’s invitees, licensees, relatives, friends, and their respective invitees, licensees, relatives, friends, and their respective invitees or licensees associated with rental use of the Alvin Senior Center.

## Code of Conduct Policy

### Purpose

The Alvin Senior Center provides a safe, friendly, and welcoming environment for seniors to participate in activities, enjoy fellowship and engage in lifelong learning opportunities. For the safety and benefit of all participants, the following Code of Conduct Policy shall be observed.

### Policy

Participants in Alvin Senior Center Activities shall:

- (1) Treat other participants and staff respectfully and courteously.
- (2) Treat others in the same manner you would like to be treated.

Behavior that constitutes violation of this Policy includes, but is not limited to:

- (1) Loud, disruptive, obscene, hateful, or abusive language.
- (2) Making threats or demonstrating threatening behavior, verbally or in writing, to participants or staff.
- (3) Violation of smoking ordinances.
- (4) Defacing or destroying any city property.
- (5) Activities that negatively affect the health of others.
- (6) Racial, religious, or sexual harassment of participants or staff.
- (7) Physical altercations with participants or staff.
- (8) Removal of city property without permission.
- (9) Participating in activities while under the adverse influence of alcohol or drugs.
- (10) Committing or attempting to commit any activity that would constitute a violation of any federal, state, or local criminal statute or ordinance.
- (11) Other behavior that is deemed inappropriate by the Senior Center Manager or their designee.

### Consequences of Policy Violation

Violation(s) of this policy may result in the suspension of participant(s) from Senior Center activities.

The Senior Center Manager is responsible for ensuring that this policy is maintained. Any questions or comments concerning this policy should contact the Director of Parks and Recreation.

Also, please note: The Alvin Senior Center programs are for senior citizens who are independent and can care for their own personal needs. Seniors are welcome to bring an attendant or care giver with them in order to enjoy our services and programs.

EXHIBIT B

**RENTAL OF WEST SIDE ASSEMBLY ROOM: (WEST OCCUPANCY 229)**

Refundable Deposit - Clean-up/Damage Deposit	\$ 100.00
Assembly Room (Business Hours*)	Per/Hr
Resident/Resident Group	70.00
Nonresident/Nonresident Group	80.00
Assembly Room (After Business Hours)	
Resident/Resident Group	80.00
Nonresident/Nonresident Group	90.00

**RENTAL OF EAST SIDE WITH KITCHEN: (OCCUPANCY 80)**

Refundable Deposit - Clean-up/Damage Deposit	\$100.00
Assembly Room (Business Hours)	Per/Hr
Resident/Resident Group	50.00
Nonresident/Nonresident Group	60.00
Assembly Room (After Business Hours)	
Resident/Resident Group	60.00
Nonresident/Nonresident Group	70.00

**RENTAL EAST AND WEST SIDES: (OCCUPANCY 309)**

Refundable Deposit - Clean-up/Damage Deposit	\$150.00
Assembly Room (Business Hours*)	Per/Hr
Resident/Resident Group	90.00
Nonresident/Nonresident Group	95.00
Assembly Room (After Business Hours)	
Resident/ Resident Group	100.00
Nonresident/ Nonresident Group	105.00

**RENTAL OF CRAFT ROOM OR PIANO BOARD ROOM: (OCCUPANCY 25)**

(This room is available only for rental by adult organizations Mon. – Fri.)

Refundable Deposit – Clean-up/ Damage Deposit	\$100.00
	Per/Hr
Resident/ Resident Group	35.00
Nonresident/ Nonresident Group	45.00

**RENTAL FOR NON-PROFIT ORGANIZATION/501C-3**

Deposit is Waived

Resident/ Non Resident Group	\$ 45.00
------------------------------	----------

Cancelation fee within two weeks \$75.00

Refund Processing Fee \$25.00 ~~Rental and deposit fees must be received no later than 48 hours of before the event date. Rentals may be allowed 48 hours or less with the approval of Alvin Senior Center Coordinator or the Director of Parks and Recreation.~~

**\*Business hours are herein after defined as Monday-Friday 8:00 AM to 5:00 PM.**



# AGENDA COMMENTARY

Discussion Date: 11/06/2014

Approval Date: 11/06/2014

Submitted By: Dan Kelinske

## SUBJECT:

Consider a request from the Museum Society to install an antique wire stretcher in the grass area on the Sealy Street side in front of the Alvin Museum located at 302 West Sealy, along with a small decorative sign inviting passersby to visit the museum for more information.

## DISCUSSION:

Museum Society has requested permission to install one "antique" wire stretcher in the grass area, Sealy Street side, of the museum, along with a small decorative sign inviting passersby to visit the museum for more information.

Staff requests direction from city council to ensure that this type of request represents the ongoing "re-vitalization" image of the downtown area.

## RECOMMENDATION:

Move to approve/deny the installation of the wire stretcher on the lawn, Sealy Street Side, of the museum.

## ATTACHMENTS:

- |                            |    |
|----------------------------|----|
| 1. Photo of wire stretcher | 4. |
| 2.                         | 5. |
| 3.                         | 6. |

Submitted by:

Daniel  
Kelinske

Digitally signed by Daniel Kelinske  
DN: cn=Daniel Kelinske, o=City of  
Alvin, ou=Parks and Recreation,  
email=dkelinske@cityofalvin.com,  
c=US  
Date: 2014.10.01 15:17:20 -0500

Department Head

Funds Available:

Finance Director

Approved as to Form:

Bobbi J  
Kacz

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.30 11:46:07 -0500

City Attorney

Approved By:

Junru  
Roland

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:07:11 -0500

City Manager





# AGENDA COMMENTARY

Discussion Date: 11/06/2014

Approval Date: 11/06/2014

Submitted By: Dan Kelinske

## SUBJECT:

---

Consider appropriating \$11,000 for the 2015 July 4th fireworks celebration from the annual Progressive Waste (formerly IESI) donation.

## DISCUSSION:

---

Under our current contract, each year Progressive Waste (formerly IESI) contributes \$12,000 to the City for any purpose specified by Council. Historically, City Council elected to appropriate money for fireworks for 4th of July celebration with a rain out date of Labor Day weekend or another date in 2015 to be determined by the City of Alvin.

The total cost of \$12,500 would be funded from this \$11,000 funding allocation and \$1,500 from the general fund account 111-7001-00-3100.

## RECOMMENDATION:

---

Move to appropriate \$11,000 for the 2014 July 4th fireworks celebration from the Progressive Waste (formerly IESI) donation.

## ATTACHMENTS:

---

- |                              |    |
|------------------------------|----|
| 1. 2005 IESI Donation letter | 4. |
| 2. Alpha Lee contract        | 5. |
| 3. Fireworks list            | 6. |

Submitted by:

Daniel Kelinske

Digitally signed by Daniel Kelinske  
DN: cn=Daniel Kelinske, o=City of Alvin, ou=Parks and Recreation, email=dikelinske@cityofalvin.com, c=US  
Date: 2014.10.06 12:12:13 -0500

Department Head

Funds Available:

Finance Director

Approved as to Form:

Bobbi J Kacz

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of Alvin, ou=Legal Department, email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.30 11:30:58 -0500

City Attorney

Approved By:

Junru Roland

Digitally signed by Junru Roland  
DN: cn=Junru Roland, email=jroland@cityofalvin.com, o=City of Alvin, ou=Finance Department, c=US  
Date: 2014.10.30 14:06:18 -0500

City Manager

# ALPHA-LEE ENTERPRISES, INC.

3626 CR 203 Liverpool, Texas 77577 – 281-393-2500 – FAX 281-393-2501  
mike@fireworksbyalpha.com

October 6, 2014

City of Alvin  
Mr. Daniel Kelinski, Director  
216 W. Sealy  
Alvin, Texas 77511

Dear Mr. Kelinski:

This is to acknowledge and confirm booking of your July 4, 2015 fireworks displays to be fired from same location. Rain date July 5, 2015 or the rain date will be Labor Day weekend or to be arranged by City of Alvin sometime within 2015 TBD

This will be an all aerial display where we furnish the state permit \$50.00, city permit, insurance in the amount of \$5,000,000.00, (where we will hold harmless and indemnify from any demands, claims, causes of action or liability from our work, for those listed on the attached certificate of insurance), labor, transportation and all necessary equipment for firing display. We furnish everything except the firing site, security which you must provide. NOTE Any FD stand by pumper fees will be the responsibility of city.

The 4<sup>th</sup> of July display will be electrically fired with duration of approximately 15 – 16 minutes. We will provide a CD for you to play over your sound system.

The total price of the display is \$12,500.00. If the contract is totally cancelled the sponsor will pay 50% of contract cost. We require a 50% deposit on or before January 15, 2015 with the balance due July 4, 2015. If you agree with the terms sign and return this contract by fax to confirm the booking of display.

We appreciate this opportunity to serve City of Alvin again 2015.

Sincerely,

Alpha-Lee Enterprises, Inc.

City of Alvin



Michael McIntosh, President

\_\_\_\_\_  
Mr. Terry Lucas, City Manager

**CELEBRATE WITH FIREWORKS!**

ALPHA-LEE ENTERPRISES, INC.

\$12,500.00 / SHELL LIST / JULY 4, 2015

CITY OF ALVIN

3 – 3” Titanium Salutes

69 – 3” Assorted Shells

144 – 4” Assorted Shells

54 – 5” Assorted Shells

27 – 6” Assorted Shells

10 each Sunny Cake Items (100 shot each) 1000 total shots

FINALE WILL CONSIST OF

180 – 3” Assorted Shells

20 – 3” Assorted Golden Palms and Titanium Shells

Shell size subject to NFPA 1123 70’ per inch clearance & Fire Department Approval. The information contained in this proposal is intended for individual or entity named above. Any dissemination, distribution, or copying of this communication is strictly prohibited.



## IESI TX Corporation

June 27, 2005

The Honorable Mayor & City Council  
City of Alvin  
316 West Sealy  
Alvin, TX 77511

**RE: BID NUMBER B-05-06 SOLID WASTE COLLECTION SERVICES BID**

Dear Mayor & City Council:

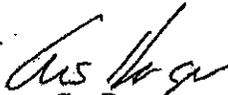
IESI TX Corporation is both pleased and excited about the opportunity to continue to provide commercial, roll off and residential solid waste and recycling services to the City of Alvin.

IESI is the sixth largest solid waste collection and disposal company in the United States with our corporate headquarters located in Fort Worth, Texas. IESI is a fully integrated, non-hazardous solid waste services company dedicated to providing the highest quality collection, recycling, transportation, and disposal services in an environmentally aware and cost effective manner. As it is with all of those municipalities IESI serves, we pledge to the City of Alvin and its residents the highest level of customer service along with a selection of disposal services that are second to none in the industry. Furthermore, IESI is committed to the construction of a new facility in Alvin with a ten (10) year collection contract as attached within our proposal package.

Strong communication with both the City and your residents is a key focus for our company. We at IESI consider our relationships with our municipal customers to be a public/private partnership of which we understand the importance and take great pride. As part of our partnership with Alvin, IESI will provide 2 \$1,000 annual scholarships to graduating seniors chosen by AISD, a \$1,000 annual donation to the Alvin Library and \$2,000 for annual projects that are deemed worthwhile by the Mayor and Alvin Council. Also, in lieu of a performance bond IESI offers the City of Alvin additional payments totaling \$10,000 per year, payable in four (4) quarterly installments.

In closing, we are aware and appreciative of the great time and effort put forth by city leaders and staff in extending this opportunity to IESI and other solid waste collection companies to submit proposals. Upon review of our base proposal and alternate proposals, should you have any questions, do not hesitate to contact me 281-331-0810.

Respectfully submitted,

  
Gus Dugas  
Area Market Manager



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** Dixie Roberts

## **SUBJECT:**

---

Consider rescheduling the regular City Council meeting of January 1, 2015 to January 8, 2015 and the regular City Council meeting of January 15, 2014 to January 22, 2015.

## **DISCUSSION:**

---

Staff requests this change of dates due to the January 1st holiday being the first Thursday of the month and would normally be scheduled for a city council meeting.

## **RECOMMENDATION:**

---

Move to reschedule the regular City Council meeting of January 1, 2014 to January 8, 2015 and the regular City Council meeting of January 15, 2014 to January 22, 2015.

## **ATTACHMENTS:**

---

- |    |    |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

**Submitted by:**

**Dixie  
Roberts**

Digitally signed by Dixie Roberts  
DN: cn=Dixie Roberts, o=City of  
Alvin, ou=City Clerk,  
email=droberts@cityofalvin.com,  
c=US  
Date: 2014.10.16 17:38:09  
-05'00'

**Department Head**

**Funds Available:**

**Finance Director**

**Approved as to Form:**

**Bobbi J  
Kacz**

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.30 11:37:28 -0500'

**City Attorney**

**Approved By:**

**Junru  
Roland**

Digitally signed by Junru Roland  
DN: cn=Junru Roland,  
email=jroland@cityofalvin.com,  
o=City of Alvin, ou=Finance  
Department, c=US  
Date: 2014.10.30 14:06:41 -0500'

**City Manager**



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** Bobbi J. Kacz

## **SUBJECT:**

---

Consider approval of a letter to the National Shooting Sports Foundation (NSSF) drafted by the City Attorney authorizing the Advisory Committee to the Alvin Municipal Sport Shooting Park and Youth Development Center to attend the NSSF Shooting, Hunting, Outdoor Trade Show in January 2015.

## **DISCUSSION:**

---

The Advisory Committee requires a letter so they can be qualified for admission to the SHOT Show each year.

## **RECOMMENDATION:**

---

Move to approve the letters for the Advisory Committee's admission to the 2015 SHOT Show.

## **ATTACHMENTS:**

---

- |                         |    |
|-------------------------|----|
| 1. Scott Reed letter    | 4. |
| 2. Julie Siggers letter | 5. |
| 3. Mike Bryan letter    | 6. |

**Submitted by:**

**Bobbi J  
Kacz**

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com,  
c=US  
Date: 2014.10.30 15:34:46  
.05'00'

**Department Head**

**Funds Available:**

**Finance Director**

**Approved as to Form:**

**Bobbi J  
Kacz**

Digitally signed by Bobbi J Kacz  
DN: cn=Bobbi J Kacz, o=City of  
Alvin, ou=Legal Department,  
email=bkacz@cityofalvin.com, c=US  
Date: 2014.10.30 15:35:00 -05'00'

**City Attorney**

**Approved By:**

**City Manager**

**NOTICE**

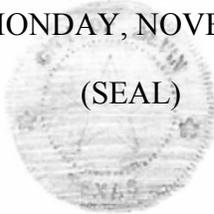
**NOTICE IS HEREBY GIVEN THAT THE FOLLOWING ITEM WAS ADDED TO THE AGENDA OF THE REGULAR CITY COUNCIL MEETING TO BE HELD ON THURSDAY, NOVEMBER 6, 2014 AT 7:00 P.M. IN THE COUNCIL CHAMBERS AT CITY HALL, 216 WEST SEALY STREET:**

**ITEM ADDED**

**11. OTHER BUSINESS:**

- M. Consider authorizing the payment amount not to exceed \$27,768.00 to the TCEQ (Texas Commission on Environmental Quality) as budgeted in FY 14-15 for the annual permit to treat wastewater at the City of Alvin Wastewater Treatment Facility.

I hereby certify that this Public Notice was placed on the Official Bulletin Board at City Hall on MONDAY, NOVEMBER 3, 2014 at 5:00 p.m.



(SEAL)

  
\_\_\_\_\_  
Dixie Roberts, City Clerk

I hereby certify that this Public Notice was removed from the Official Bulletin Board at City Hall on this the \_\_\_\_\_ day of \_\_\_\_\_ 2014, at \_\_\_\_\_ a. /p.m.

\_\_\_\_\_  
Dixie Roberts, City Clerk

**\*\* All meetings of the City Council are open to the public, except when there is a necessity to meet in Executive Session (closed to the public) under the provisions of Chapter 551, Texas Government Code. The Council reserves the right to convene into executive session on any of the above posted agenda items that qualify for an executive session by publicly announcing the applicable section of the Open Meetings Act, including but not limited to sections 551.071 (litigation and certain consultation with the attorney), 551.072 (acquisition of interest in real property), 551.073 (contract for gift to city), 551.074 (certain personnel deliberations), or 551.087 (qualifying economic development negotiations).**

*If you plan to attend this meeting and you have a disability that requires special arrangements at the meeting, please contact the City Clerk at 281-388-4255 or [droboterts@cityhall.cityofalvin.com](mailto:droboterts@cityhall.cityofalvin.com). Requests for special services must be received 48 hours prior to the meeting time. Reasonable accommodations will be made to assist your needs. City Hall is wheel chair accessible and a sloped curb entry is available at the East and West Entrances to the City Hall.*



# AGENDA COMMENTARY

**Discussion Date:** 11/06/2014

**Approval Date:** 11/06/2014

**Submitted By:** Brian Smith

## **SUBJECT:**

---

Consider authorizing the payment amount not to exceed \$27,768.00 to the TCEQ (Texas Commission on Environmental Quality) as budgeted in FY 14-15 for the annual permit to treat wastewater at the City of Alvin Wastewater Treatment Facility.

## **DISCUSSION:**

---

In accordance with the purchasing policy, all expenditures in excess of \$25,000.00 must be approved by City Council.

## **RECOMMENDATION:**

---

## **ATTACHMENTS:**

---

- |                 |    |
|-----------------|----|
| 1. TCEQ Invoice | 4. |
| 2.              | 5. |
| 3.              | 6. |

**Submitted by:**

**Brian  
Smith**

**Department Head**

Digitally signed by Brian  
Smith  
DN: cn=Brian Smith, o=City  
of Alvin, ou=PSF, c=US  
Date: 2014.11.03 14:28:22  
+06'00'

**Funds Available:**

**Finance Director**

**Approved as to Form:**

**City Attorney**

**Approved By:**

**City Manager**



# INVOICE

DETACH BOTTOM PORTION AND RETURN WITH PAYMENT - KEEP TOP PORTION FOR YOUR RECORDS -

ACCOUNT NO.	INCLUDES PAYMENTS THROUGH:	COLL COST RECOVERY	LATE FEES	BALANCE DUE
23006600	OCT15, 14	0.00	0.00	27,768.00

INVOICE DATE	INVOICE NO.	DESCRIPTION	AMOUNT	BALANCE
OCT31, 14	CWQ0042742	PERMIT 0010005001 FY15 PERMIT	27,768.00	27,768.00

Please return coupon with payment. For questions concerning calculations or site location, please call 512-239-4671.

27,768.00

See REVERSE SIDE for Explanation of Charges and TCEQ Contact Telephone Numbers.

PLEASE PAY THIS AMOUNT INCLUDE ACCOUNT NUMBER ON CHECK

TCEQ VIPP Form AR41A 02-17-2011

OCT15, 14

DETACH THIS PORTION AND RETURN WITH CHECK OR MONEY ORDER PAYABLE TO:

ACCOUNT NO.	BALANCE DUE
23006600	27,768.00



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

CHECK HERE IF YOUR ADDRESS HAS CHANGED. PLEASE INDICATE ADDRESS CHANGE ON BACK

**INVOICES NOT PAID WITHIN 30 DAYS OF INVOICE DATE WILL ACCRUE PENALTIES**

CITY OF ALVIN  
1100 W HWY 6  
ALVIN TX 77511

0023006600 1533360 00027768001130142

Account Receivable No.: 23006600

Billing Customer: CITY OF ALVIN

Permit/Registration No.: WQ0010005001

Customer Name & Address: CITY OF ALVIN 216 W SEALY ST,ALVIN,TX-77511

Facility/Site Name: CITY OF ALVIN WWTP

Authorization Type: PUB DOM WW

**Flow:**

Sum of Contaminated Flow Limit: 5  
 Sum of Uncontaminated Flow Limit: 0  
 Total Flow Assessment: \$4250

**Pollutants:**

Sum of Oxygen Demand (lbs/day): 417  
 Sum of Suspended Solids (lbs/day): 626  
 Sum of Ammonia (lbs/day): 83  
 Sum of Heat (temperature): 0  
 Total Pollutants Fee Assessment: \$16890

**Facility Indicators used to determine the total assessment:**

Aquaculture: NO  
 Stormwater Only: NO 0  
 Stormwater Fee: NO 0  
 EPA Facility Classification: MAJOR 2000  
 Facility Toxic Rating: 0 0  
 Facility Disposal Method: DISCHARGE 0% Reduction  
 Facility Operational Status: ACTIVE 0% Reduction  
 Multiplier: 1.2  
 Total Permit Fee: \$27768

**Extension data used to determine the fee assessment:**

Extension Name	Uncontam Flow	Contam Flow	Oxygen Demand	TSS	Ammonia	Heat
8499 OTFL 001 TPDES	0	5	417	626	83	0
	0	0	0	0	0	0

**Total Assessment: \$27768**