

**MINUTES  
CITY OF ALVIN, TEXAS  
216 W. SEALY STREET  
REGULAR CITY COUNCIL MEETING  
THURSDAY NOVEMBER 17, 2016  
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 Gabe Adame; Council members: Chris Sanger, Glenn Starkey, Adam Arendell, Scott Reed and Keith Thompson.

Staff members present: Sereniah Breland, City Manager; Bobbi Kacz, City Attorney; Dixie Roberts, City Clerk; Dan Kelinske, Parks and Recreation Director; Brian Smith, Public Services Director and Robert Lee, Police Chief.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mary Sanders gave the invocation.

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

Council member Reed led the Pledge to the Texas Flag.

**PUBLIC COMMENT**

No public comment.

**PRESENTATIONS**

Proclamation – Retirement of Police Captain Chad Fontenot.

Mayor Horn presented a proclamation to Police Captain Chad Fontenot in recognition of his 30 years of service to the City of Alvin.

Streets/Code Enforcement Departmental Update.

Kacey Roman, Code Supervisor, provided a status report on the Code Enforcement Department. Brian Smith, Public Service Director gave an update on the Street Department.

**CONSENT AGENDA**

Approve minutes of the November 3, 2016 City Council regular meeting.

Consider bid award for the replacement of eight (8) police vehicles including all equipment and graphics to Caldwell Country Ford in an amount not to exceed \$283,630.

*On October 18, 2016 bids were opened and Caldwell Country Ford was the lowest and only bidder with a bid totaling \$214,500. Bid packages were advertised and sent to local businesses in an effort to keep business local. Buy Board quotes were also received after the bidding process to compare pricing totaling \$218,785 plus an \$800 Buy Board fee. A cost savings of \$4,285 was identified through bidding vs. Buy Board quotes. The equipment from the police vehicles in use today will be transferred to the new vehicles. All equipment has a five (5) year warranty and is scheduled for replacement every six (6) years or on the third replacement. This replacement will qualify as the second replacement and all equipment on the next rotation of replacement will be replaced with new. The eight (8) vehicles being replaced are scheduled for replacement in the current vehicle replacement program and were approved during the FY17 budget process.*

Consider leasing thirteen (13) non-emergency vehicles from Enterprise Fleet Management for a period of five (5) years for an annual cost of \$79,637 and a onetime cost of \$20,242 for the outfitting of specialized equipment.

*On January 7, 2016 the City entered into an agreement using TIPS/TAPS with Enterprise Fleet Management program for the lease of five (5) non-emergency vehicles on a trial basis. Throughout this past year city staff has evaluated the program and customer service provided through this program. It has proven to be an exceptional program. The lease program has allowed the city's central shop to direct its main focus on emergency vehicles and heavy equipment instead of non-emergency vehicles with just five (5) vehicles removed from the maintenance schedule. The additional (13) thirteen vehicle lease will allow for even more focus on emergency service vehicles and will also provide an additional savings to the City. An annual lease cost for the additional thirteen (13) non-emergency vehicles is \$79,637.16 plus a one-time cost of \$20,242 for the outfitting of specialized equipment (utility bed, crane and flatbed) compared to the traditional one time purchase cost of \$569,686. Over a five (5) year replacement cost through the in-house lease program it would cost the City \$569,686 compared to the five (5) year lease at \$418,427.80 and comes with a cost savings to the City of \$151,258.20. This program also reduces the years of service for a vehicle from 10-15-year replacement cycle to five (5) years. The reduction in replacement will allow for lower cost maintenance to the City, better fuel efficiency (fuel savings not included in savings above) and an updated fleet. Through the Enterprise lease program all vehicles are purchased and maintained using local businesses. All thirteen (13) vehicles scheduled for replacement were scheduled to be replaced through the FY17 budget process.*

Council member Adame moved to approve the consent agenda as presented. Seconded by Council member Arendell; motion to approve carried on a vote of 7 Ayes.

### **OTHER BUSINESS:**

Consider adopting the Fiscal Year 2017 Implementation Action Plan of Strategic Projects for the Alvin 2035 Comprehensive Plan.

*The City Council approved Ordinance 14-CC, adopting the City of Alvin 2035 Comprehensive Plan on October 2, 2014. Since then, sixteen action plan items were consolidated into strategic projects and initiated by staff under the leadership of the city manager.*

#### ***Three strategic projects have been completed:***

- *Neighborhood Outreach Program – pursue multiple ways to maintain communication links to neighborhood leaders and representatives to have a better understanding of the City's efforts to maintain quality infrastructure and community development by being better informed of the City's activity.*
- *Alvin Thoroughfare Plan, Phase One - Included proposed new roadway locations, existing roadway expansions, roadway classifications/typical roadway sections, and identify roadways to be constructed by other entities to increase mobility and ease traffic congestion as the City continues to grow.*
- *Utility Master Plan - Include proposed new water capacity, pumping stations, elevated storage site, I&I, water and sewer availability and the Capital Improvement Plan (CIP) for future water and wastewater needs.*

#### ***Three strategic projects continue to be worked:***

- *Update of the Dangerous Building Ordinance - Streamline the process for addressing unsafe or dilapidated structures in accordance with the new laws regarding dangerous buildings.*
- *Tree Ordinance – Create design criteria to include drought-resistance species & provide for mature tree preservation.*
- *Parks Standard Manual - Develop a manual that outlines equipment, branding and design requirements throughout the park system to enhance neighborhood viability.*

#### ***For fiscal year 2017, staff added four additional strategic projects:***

- *Parks Annual Operations and Maintenance Plan – Include physical assessment, maintenance schedule, and a funding and resource assessment.*
- *Alvin Thoroughfare Plan Phase Two – Will outline the sequence of roadway/mobility improvements.*
- *Downtown Improvements – Implementation of several elements of the Task Force recommendations.*
- *Walkability – Improve neighborhoods with a sequencing plan of sidewalk improvements.*

*These strategic projects are reported quarterly by the city manager to the Planning Commission and City Council. On October 18<sup>th</sup>, the City Manager presented to the Planning Commission. They voted to recommend to council the Fiscal Year 2017 Alvin 2035 Comprehensive Plan Implementation Action Plan Strategic Projects.*

Council member Reed moved to adopt the Fiscal Year 2017 Implementation Action Plan of Strategic Projects for the Alvin 2035 Comprehensive Plan. Seconded by Council Member Thompson; motion carried on a vote of 7 Ayes.

Discuss and direct staff concerning smoking near entrances and exits of public facilities.

*Council member Arendell asked for this item to be placed on the agenda for Council discussion because of a complaint received regarding people smoking near the entrance/exit of city owned facilities.*

*Section 12-16 of the Code of Ordinances prohibits smoking in city facilities. However, it does not address the areas near the ingress/egress of public facilities.*

*Alvin Community College has joined a national movement to address smoking and tobacco use at community college campuses throughout the United States. At the June Board of Regents meeting, ACC adopted a 100-percent smoke-free and tobacco-free policy which will be implemented throughout the coming academic year.*

*Alvin Independent School District prohibits smoking and the use of tobacco products and e-cigarettes on District property, in District vehicles, or at school related activities.*

*UTMB Health prohibits smoking and the use of tobacco products at their facilities.*

*Examples of ordinances adopted by other municipalities that further prohibit the use of tobacco products on public property have been included in your packet for review.*

*Staff is considering a policy that addresses employees use of tobacco in and near entrances of facilities and intends to bring that to Council in upcoming months. Currently, the City has a policy regarding use of tobacco in city vehicles by employees but not the same restrictions for public property and facilities. Staff recommends that if Council desires to limit smoking in front of entrances for the public that we do that separate of employee requirements as the process for violation would be different.*

*Staff seeks Council direction regarding the implementation of further tobacco use restrictions by the public near or on public facility property.*

Discussion was had. Council asked staff to place “no smoking” signs near entrances of city buildings that are most frequented by patrons.

**REPORTS FROM CITY MANAGER**

Review preliminary list of items for next Council meeting.

Ms. Breland reviewed the preliminary list for the December 1, 2016 City Council meeting.

Items of Community Interest.

Mrs. Roberts reviewed items of community interest.

**REPORTS FROM COUNCIL MEMBERS**

Announcements and requests from Council members.

Council member Thompson wished everyone a Happy Thanksgiving and thanked Captain Fontenot for his service to the City.

Council member Reed thanked the Code and Streets Department for their presentations.

Council member Arendell congratulated Bobbi Kacz on her 13-year anniversary with the City.

Council member Sanger wished everyone a Happy Thanksgiving.

Council member Adame wished everyone a Happy Thanksgiving. He thanked the department heads for the job they do and congratulated Bobbi Kacz on her anniversary with the City.

Council member Starkey wished Council member Richards a happy 50<sup>th</sup> wedding anniversary. He thanked Brian Smith for the mowing near the Bypass and for the power washing work done on the overpass. He also asked for a policy that would limit the amount of times that an item could be brought back before council for consideration.

**ADJOURNMENT**

Council member Starkey moved to adjourn the meeting at 7:56 p.m. Seconded by Council member Adame; motion carried on a vote of 7 Ayes.

PASSED and APPROVED this 1st day of December, 2016.



Paul A. Horn, Mayor

ATTEST:



Dixie Roberts, City Clerk