

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
REGULAR CITY COUNCIL MEETING
THURSDAY JUNE 3, 2021
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 at 7:00 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn; Mayor Pro-Tem Martin Vela; Councilmembers: Gabe Adame, Keko Moore, Glenn Starkey, Richard Garivey, and Chris Vaughn.

Staff members present: Junru Roland, City Manager; Suzanne Hanneman, City Attorney; Dixie Roberts, City Secretary; Michael Higgins, Chief Financial Officer; Dan Kelinske, Parks and Recreation Director; Michelle Segovia, City Engineer; and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Horn gave the invocation. Council member Castro led the Pledge of Allegiance to the American Flag. Council member Vela led the Pledge to the Texas Flag.

PRESENTATIONS

Presentation of the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) awarded to the City of Alvin for the Fiscal Year ending September 30, 2021 (FY21).

Michael Higgins, Director of Administrative Services presented City Council with the Distinguished Budget Presentation Award from GFOA for the budget year ending September 30, 2021. He thanked the Finance Departmental staff for their outstanding work.

PUBLIC COMMENT

Eugene Bauer expressed desire for Council to review all current ordinances for updating.

CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION

Consider approval of the May 20, 2021, City Council Regular meeting minutes.

Consider a final plat of Adame Estate (located at 103 Avenue H), being a replat of a 0.1837 acre tract of land out of the undeveloped portion of Avenue H which lies south of block 1 of Morgan Addition in the City of Alvin] Recorded in volume 1, page 16 of the plat records of Brazoria County, Texas, being in reference to the same tract of land out of lot 3 block 1 conveyed to Adolfo Adame recorded in volume 8, page 733 of the deed records of Brazoria County, Texas, however the location of the existing residence lies in the 80' undeveloped right-of-way of said Avenue H, in the City of Alvin, Brazoria County, Texas.

On April 5, 2021, the Engineering Department received the final plat of Adame Estate for review. The property is located at 103 Avenue H and is being platted in order to convert a portion of the unimproved right-of-way of Avenue H into a lot for the construction of a new home to replace the existing home that is in poor condition. The plat consists of 1 lot and 1 block and complies with all requirements of the City's Subdivision Ordinance.

The City Planning Commission unanimously approved the plat at their meeting on May 18, 2021. Staff recommended approval.

Consider a final plat of Caldwell Ranch Boulevard Phase II Street Dedication (located along the east side of FM 521 and north of Juliff-Manvel Road), being a subdivision of 2.317 acres of land] situated in the William Hall League, abstract 31, Fort Bend County, Texas, also being a partial replat of lots 1 and 2 of the T.W. & J. W. B. House Subdivision, as recorded in volume 7, page 301 of the Fort Bend County deed records.

On April 29, 2021, the Engineering Department received the Final Plat of Caldwell Ranch Boulevard Phase II Street Dedication for review. This subdivision is in the City of Alvin's Extraterritorial Jurisdiction (ETJ) within Fort Bend County, located along the east side of FM 521 and north of Juliff-Manvel Road. This final plat consists of a 70' wide road right-of-way dedication for phase II of Caldwell Ranch Boulevard. This plat complies with all requirements of the City's Subdivision Ordinance.

This right-of-way was included for the major collector roadway on the Master Preliminary Plat of Caldwell Ranch, that was approved by Council May 7, 2020.

The City Planning Commission unanimously approved the plat at their meeting on May 18, 2021. Staff recommended approval.

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

OTHER BUSINESS

Consider the Second Amended Agreement with Cline Crossing Partners, Ltd. for the construction of a Class "A" apartment development to be located in Cline Crossing at State Highway 6 and Bypass 35; and authorize the Mayor to sign said Agreement upon legal review (tabled from 5/20/21 meeting).

On October 17, 2019, the Developer initially presented this project to Council, indicating the need for variances for this project. On November 7, 2019, Council approved a Chapter 380 Agreement with Cline Crossing Partners, Ltd., to permit the construction of certain improvements necessary for the operation of a Class "A" apartment development, with a variance allowing 24 units in the main building, instead of 10 as allowed by ordinance,

In August 2020, the parties entered into the First Amended Agreement, to allow the developer new commitment dates due to the extended schedule of closing their financing through the U.S. Department of Housing and Urban Development (HUD).

This Second Amended Agreement provides for the following:

- *a new deadline of July 15, 2021 to deliver a certified copy of the recorded deed to the City;*
- *allowing for a variance to the City ordinances to allow for 32 units in the clubhouse building portion of the project instead of the initial 24 requested, thereby increasing the total number of units from 122 to 132); and*
- *allowing for at least 50% of the exterior walls to be brick, stone or masonry (City ordinance requires at least 80%)*

All development requirements of the original 380 Agreement will be met. Staff is still awaiting the requested maps from the May 20th City Council meeting. This item was tabled at the last meeting; therefore, it has been placed on this agenda for possible consideration. If the information requested is not received before the June 3rd meeting, I would suggest that Council take no action on this item so that it can be brought back at a time when all of the needed documentation has been acquired.

Staff recommended approval of the Second Amended Agreement.

No action taken.

Consider an award of bid to RJ&M Utility Construction, LLC., for the Alvin Water Improvements Project in an amount not to exceed \$130,124.50; and authorize the City Manager to sign the Contract upon legal review.

On February 9, 2021, bids were opened for the Alvin Water Improvements Project, and RJ&M Utility Construction, LLC was the qualified low bidder. Engineering Staff has verified references for this contractor and all references were highly satisfied with the work performed.

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|------------------|--------------|
| Project Budget: | \$250,000.00 |
| Contract Amount: | \$118,295.00 |
| 10% Contingency: | \$ 11,829.50 |
| Total Amount: | \$130,124.50 |

The Alvin Water Improvements Project consists of the installation of water mains along the Second Street and Adoue Street bridges over Mustang Bayou. This project will allow the City to connect their system on the west and central residential areas and help maintain an acceptable water pressure in the event of a water main break or equipment failure at the City's well sites.

The project is scheduled to start in late June and has a construction time of 120 calendar days.

This project will be 100% funded by the Community Development Block Grant (CDBG) that was awarded to the City on October 1, 2020. Staff recommended approval.

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

Council member Castro moved to award bid to RJ&M Utility Construction, LLC., for the Alvin Water Improvements Project in an amount not to exceed \$130,124.50; and authorize the City Manager to sign the contract upon legal review. Seconded by Council member Starkey; motion carried on a vote of 7 Ayes.

Consider an Engineering Services Agreement with Adico Consulting Engineers, LLC. in an amount not to exceed \$140,460 for engineering design services for the 2021 Concrete Pavement and Drainage Project; and authorize the City Manager to sign the Agreement upon legal review.

The 2021 Concrete Pavement and Drainage Project consists of the removal and replacement of all concrete pavement, curb and gutters, storm sewer inlets, and driveway approaches along Westfield Drive (Adams Street to Rowan Burton Road), Perry Lane (Adams Street to Rowan Burton Road), and Adams Street (east-west section) within the Kings Row Subdivision. This project is a continuation of the 2020 Concrete Pavement and Drainage Project that is currently under construction within this subdivision.

The Engineering Services Agreement being considered will provide a topographic survey, drainage analysis, preliminary and final engineering design, and complete plan set with bid package for this important roadway infrastructure CIP project. It is proposed that design services culminating in a final bid package will be complete in October 2021. More information on this project can be found in the Capital Improvements Program (CIP) Quarterly Report that was distributed to City Council on May 6, 2021 the project is identified as the 2021 Concrete Pavement and Drainage Project (project #21) in the report.

Adico Consulting Engineers, LLC is a local engineering firm that has done numerous residential and commercial development projects in the Alvin area. Staff is very familiar with their work.

Funding will come from the Sales Tax Street Improvement Fund. Staff recommended approval of this Agreement.

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

Council member Starkey moved to approve an Engineering Services Agreement with Adico Consulting Engineers, LLC. in an amount not to exceed \$140,460 for engineering design services

for the 2021 Concrete Pavement and Drainage Project; and authorize the City Manager to sign the Agreement upon legal review. Seconded by Council member Castro; motion carried on a vote of 7 Ayes.

Consider a Proposal with Pro Track and Tennis, Inc. through the BuyBoard Cooperative Purchasing Network, in an amount not to exceed \$90,000 to color coat and stripe the basketball and tennis courts at Briscoe, Pearson, Newman and Sealy Parks; and authorize the City Manager to sign the Proposal upon legal review.

On February 3, 2020, the Parks Board recommended and approved color coating and striping of the basketball court at Briscoe Park; two tennis, basketball and one multi-purpose area at Pearson Park; one basketball court at Newman Park; and one basketball court at Sealy Park as part of the five (5) year parks capital improvement recommendations. On February 20, 2020, City Council received and acknowledged the parks capital improvement recommendations. On April 15, 2021, City Council approved Ordinance 21-J amending the City of Alvin 2020-21 Fiscal Year (FY21) budget by appropriating \$100,000 to stripe and resurface the basketball and tennis courts at Briscoe, Pearson, Sealy, and Newman Parks. All the basketball courts have varying degrees of deficiency, including prolonged ponding water after rain events, cracks, uneven concrete surfaces, and worn existing striping. The tennis court surface at Pearson Park is delaminating from the concrete and must be removed and resurfaced. The proposed color coating system will correct deficiencies and provide an exceptional playing surface for all court users.

Scope of Work includes:

| Location | Scope of Work | Price |
|--------------|--|-------------|
| Briscoe | <u>Base Bid</u> - Color Coat One (1) Basketball Court | \$15,450.00 |
| Pearson Park | <u>Base Bid #1</u> – Color Coat Two (2) Tennis Courts. | \$18,540.00 |
| | <u>Option #1</u> – Remove current coatings to bare concrete | \$12,360.00 |
| | <u>Option #2</u> – One (1) 10 & Under / two (2) pickle ball game lines | \$1,236.00 |
| | <u>Base Bid #3</u> – Color Coat Two (2) Basketball Courts | \$13,390.00 |
| | <u>Base Bid #4</u> – Color Coat Rec Area | \$6,180.00 |
| | <u>Option #1</u> – Additional Game Lines | \$412.00 |
| Sealy Park | <u>Base Bid #1</u> – Paint game lines on basketball court | \$3,862.00 |
| | <u>Option #1</u> – Fill cracks, sand & smooth | \$3,090.00 |
| Newman Park | <u>Base Bid #2</u> – Color Coat one (1) Basketball Court | \$10,300.00 |

Total Proposed Price of \$90,000.00 includes 6% (approximate) contingency.

Advantages of using BuyBoard Cooperative Purchasing Network:

- *Fast track procurement process
- * Lower procurement and administrative costs
- *Fewer change orders and claims
- *Competitively bid local pricing in a lump sum proposal
- * Ability to accomplish a substantial number of individual projects with a competitively bid contract
- *Oversight thru BuyBoard which audits accuracy of proposals
- *Member Rebates

Staff recommends Pro Track and Tennis, Inc. to provide and install a color coating system with game line striping to the basketball and tennis courts at Briscoe, Pearson, Newman, and Sealy Park.

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

Council member Castro moved to approve a Proposal with Pro Track and Tennis, Inc. through the BuyBoard Cooperative Purchasing Network, in an amount not to exceed \$90,000 to color coat and stripe the basketball and tennis courts at Briscoe, Pearson, Newman and Sealy Parks; and authorize the City Manager to sign the Proposal upon legal review. Seconded by Council member Adame; motion carried on a vote of 7 Ayes.

Consider an On-Demand, As Needed, Special Counsel Legal Services Agreement with Denton Navarro Rocha Bernal & Zech, P.C., for civil service and other labor and employment related matters for the City of Alvin, Texas; and authorize the City Attorney to sign the Agreement.

Denton Navarro is a firm that represents cities, governmental bodies, and quasi-public agencies throughout the state of Texas, including drainage districts, the Texas Association of Counties, the Texas Council Risk Management Fund, and the Texas Municipal League Intergovernmental Risk Pool. Denton Navarro has served the City of Alvin on numerous issues over the years. Ric Navarro is currently assisting the City of Missouri City with their Chapter 143 Civil Service transition.

The proposed Legal Services Agreement will allow the City Attorney to consult with Denton Navarro on an "as needed basis" for issues pertaining to civil service, and other labor and employment matters.

Suzanne Hanneman, City Attorney presented this item before City Council with explanation.

Council member Adame moved to approve an On-Demand, As Needed, Special Counsel Legal Services Agreement with Denton Navarro Rocha Bernal & Zech, P.C., for civil service and other labor and employment related matters for the City of Alvin, Texas; and authorize the City Attorney to sign the Agreement. Seconded by Council member Starkey; motion carried on a vote of 7 Ayes.

REPORTS FROM CITY MANAGER

Items of Community Interest and review preliminary list of items for next Council meeting.

Mr. Roland announced items of community interest; and he reviewed the preliminary list for the June 17, 2021 City Council Meeting

ITEMS OF COMMUNITY INTEREST

Hear announcements concerning items of community interest from the Mayor, Council members, and City staff, for which no action will be discussed or taken.

ADJOURNMENT

Mayor Horn adjourned the meeting at 7:45 p.m.

PASSED and APPROVED the 1st day of July 2021.

Paul A. Horn, Mayor

ATTEST: _____
Dixie Roberts, City Secretary