

City of Alvin, Texas

Paul Horn, Mayor

Keith Thompson, Mayor Pro-tem, District C
Brad Richards, At Large Pos. 1
Joel Castro, At Large Pos. 2
Scott Reed, District A



Adam Arendell, District B
Glenn Starkey, District D
Gabe Adame, District E

ALVIN CITY COUNCIL AGENDA THURSDAY DECEMBER 6, 2018 7:00 P.M. (Council Chambers)

Alvin City Hall, 216 West Sealy, Alvin, Texas 77511

Persons with disabilities who plan to attend this meeting that will require special services please contact the City Clerk's Office at 281-388-4255 or drobot@cityofalvin.com 48 hours prior to the meeting time. City Hall is wheel chair accessible and a sloped curb entry is available at the east and west entrances to City Hall.

NOTICE is hereby given of a Regular Meeting of the City Council of the City of Alvin, Texas, to be held on **THURSDAY, DECEMBER 6, 2018** at 7:00 p.m. in the Council Chambers at: City Hall, 216 W. Sealy, Alvin, Texas.

REGULAR MEETING AGENDA

1. CALL TO ORDER

2. INVOCATION AND PLEDGE OF ALLEGIANCE

3. PRESENTATIONS

- A. Proclamation – Alvin Masonic Lodge #762 125th Anniversary.
- B. Alvin Convention and Visitors Bureau (CVB) Departmental Update.

4. PUBLIC COMMENT

5. CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION: An item(s) may be removed from the Consent Agenda for full discussion by the request of a member of Council. Item(s) removed will automatically become the first item up for discussion under Other Business.

- A. Consider approval of the November 15, 2018 City Council meeting minutes.
- B. Consider Ordinance 18-U, amending the City of Alvin Fiscal Year 2018-19 budget for the purpose of appropriating \$3,200,961.95 of prior fiscal year encumbrances into the current fiscal year as set forth for each individual account, in the attached Exhibit "A."
- C. Consider Ordinance 18-V, amending the City of Alvin 2017-18 Fiscal Year-End budget (FY18) by increasing (decreasing) certain expenditures and increasing (decreasing) certain revenues to the budget accounts in all funds set forth in the attached Exhibit "A."
- D. Consider Resolution 18-R-45, authorizing the submission of a Community Development Block Grant Disaster Recovery (CDBG-DR) Application to the Texas General Land Office and authorizing the Mayor to act as the City's Executive Officer and authorized representative in all matters pertaining to the City's participation in the CDBG-DR Program; providing for Opening Meetings and other related matters.

- E. Consider Resolution 18-R-46, adopting the Procurement Policies & Procedures Plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program; providing for Opening Meetings and other related matters.

6. OTHER BUSINESS

- A. Consider a variance request to Chapter 30 ½ - Regulation of Sex Offender Residency, of the City of Alvin Code of Ordinances, from Eugenio Rodriguez residing at 704 W. Willis.
- B. Consider Resolution 18-R-43, approving an offer from Joy Ranch, LLC to purchase approximately 215.452 acres (Municipal Landfill Property at the end of CR38) from the City of Alvin, for the sum of \$1,012,630.00, and authorizing the Mayor or his designee, to execute all related documents upon legal review; providing for Opening Meetings and other related matters.
- C. Consider Resolution 18-R-44, for the re-appointment of directors on the Kendall Lakes TIRZ Board and Authority Board for even numbered positions from December 31, 2018 to December 31, 2020; and consider appointment of board chair.
- D. Consider appointments to various boards and commissions.
- E. Consider the cancellation of the December 20, 2018 City Council meeting.

7. REPORTS FROM CITY MANAGER

- A. Review preliminary list of items for next Council meeting.

8. ITEMS OF COMMUNITY INTEREST

Pursuant to 551.0415 of the Texas Government Code reports or an announcement about items of community interest during a meeting of the governing body. No action will be taken or discussed.

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

9. ADJOURNMENT

I hereby certify that a copy of this notice was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website: www.alvin-tx.gov, in compliance with Chapter 551, Texas Government Code on MONDAY, DECEMBER 3, 2018 at 4:00 P.M.



A handwritten signature in blue ink that reads "Dixie Roberts".

Dixie Roberts, City Secretary

Removal Date: _____

**** 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).**

**MINUTES
CITY OF ALVIN, TEXAS
CITY PLANNING COMMISSION
October 16, 2018**

BE IT REMEMBERED, that on the above date, the Planning Commission met in the First Floor Conference Room, at Public Services Facility, 1100 West Highway 6, Alvin, Texas, at 6:00 P.M. with the following members present, Jake Starkey, Vice Chair; Nicole Kelinske, Secretary; Darrell Dailey; Ashley Davis; Santos Garza; Randy Reed; Charles Buckelew; and Chris Hartman. Also present were staff members Michelle Segovia, City Engineer and Shana Church, Executive Secretary. Martin Vela was absent.

1. Call To Order.

Call to order at 6:00 p.m.

2. Petition and Requests from the Public.

There were no petitions or requests from the public.

3. Approve the Minutes of the Planning Commission meeting of August 21, 2018.

Commission Member Chris Hartman motioned to approve the minutes of the regular Planning Commission meeting of August 21, 2018. Seconded by Charles Buckelew, the motion carried on a vote of 7 ayes and 0 nays. Nicole Kelinske arrived at 6:02, after the vote.

4. Consider a final plat of Walker Estates, being a subdivision of 5.144 acres of land out of the H. Stevens Survey, abstract 595, Brazoria County, Texas. City Engineer recommends final plat for discussion and approval. Commission Member Dailey motioned to recommend for approval to City Council. Seconded by Member Garza, the motion carried on a vote of 8 ayes, 0 nays.

5. Consider a final plat of Southern Colony Section 4C, being a subdivision of 32.711 acres of land situated in the William Hall League, abstract 31, Fort Bend County, Texas being a replat of lot 19, T.W. & J.W.B. House Subdivision, a subdivision recorded in volume 7, page 301 deed records, of Fort Bend County, Texas. City Engineer recommends final plat for discussion and approval. Commission Member Davis motioned to recommend for approval to City Council. Seconded by Member Buckelew, the motion carried on a vote of 8 ayes, 0 nays.

6. Consider a final plat of Alexander Meadows Addition, being a 4.99-acre tract of land situated in the William J. Cannon Survey, abstract no. 177, Brazoria County, Texas, being all that certain called 5.00 acre tract of land described in deed to John H. Alexander, Jr., as recorded in document no. 96-017345, official records of Brazoria County, Texas. City Engineer recommends final plat for discussion and approval. Commission Member Reed motioned to recommend for approval to City Council. Seconded by Member Hartman, the motion carried on a vote of 8 ayes, 0 nays.

7. Consider a final plat of Udave's Place, being a subdivision of 0.4941 acres in the Hooper & Wade Survey, section 21, A-421, City of Alvin, Brazoria County, Texas. City Engineer recommends final plat for discussion and approval. Commission Member Dailey motioned to recommend for approval to City Council. Seconded by Member Davis, the motion carried on a vote of 8 ayes, 0 nays.

8. Consider a master preliminary plat of Fairway Lakes/Hillcrest Lakes, being 33.9 acres of land out of the H.T. & B.R.R. Company Survey, A-225, Brazoria County, Texas, also being a partial replat of reserves "A" & "C" of the final plat of Alvin Fairway Lake Property, as recorded in doc. 2018038022, O.R.B.C.T. City Engineer recommends master preliminary plat for discussion and approval. Commission Member Garza motioned to recommend for approval to City Council. Seconded by Member Hartman. There was a tie vote of 4 ayes cast by members Starkey, Hartman, Davis and Garza and 4 nays cast by members Kelinske, Buckelew, Reed and Dailey. The members voting no discussed the reasoning as follows: the green space provided is tiny tracts of left over land that was not included on the lots, the property should be developed into a park area to improve the quality of life around the city as originally proposed when the property was donated to the City several years ago, a residential subdivision would add a lot more traffic to Nelson Road which is already a congested area.

9. Discuss the Planned Unit Development section of the Subdivision Ordinance as requested by Planning Commission member Nicole Kelinske at the August 21, 2018 meeting. The Planning Commission discussed the Planned Unit Development section of the Subdivision Ordinance.

10. Items of Community Interest.

Charles Buckelew asked the outcome of the impact fees. Michelle Segovia stated the fees were approved by City Council and are effective November 1, 2018. Darrell Dailey asked if there was road work being done on Johnson Street. Michelle Segovia stated plans have been completed and most likely will be starting construction in January. The road work will consist of concrete curb and gutter roadway draining into the M-1 ditch on Johnson Street from South Street to FM 1462. Ashley Davis had a citizen complaint regarding not being able to get in the subdivision because of the vehicles parked in the streets. Santos Garza mentioned on October 31st from 6:00 p.m. to 8:00 p.m. the Emanuel Worship Center will be having "Light the Night" which is an alternative to children going to areas they may not know very well. Also, the Fire Department Open House will be December 14th and 15th from 6:00 p.m. to 9:00 p.m.

11. Staff report and update.

There were no staff report or update.

12. Items for the next meeting.

Michelle Segovia stated there are no plats out for review at this time. She will place the item to discuss the Planned Unit Development section of the Subdivision Ordinance on the agenda again for the November meeting.

13. Adjournment.

Commission Member Reed motioned to adjourn the meeting, seconded by Member Davis. The motion carried on a vote of 8 ayes. The meeting ended at 7:24 p.m.



Office of the Mayor, City of Alvin, Texas

Proclamation

WHEREAS, December 15, 2018 the Alvin Masonic Lodge #762 will celebrate its one hundred twenty fifth anniversary; and

WHEREAS, the Lodge has faithfully and fraternally served the community of Alvin, as most of its members reside locally and take pride in participating in area activities and projects; and

WHEREAS, a celebration will take place at the Alvin Senior Citizen Center on December 15, 2018.

NOW, THEREFORE, I, Paul A. Horn, as Mayor of the City of Alvin Texas and on behalf of City Council, do hereby proclaim December 15, 2018 as:

Alvin Masonic Lodge #762 Day

and urge all citizens to participate in the observance of this historic event in honor of those who have served the Lodge and community over the last 125 years.

WITNESS my hand and seal
this 6th day of December 2018.

Paul A. Horn, Mayor

Convention & Visitors Bureau

City of Alvin - Departmental Update



Occupancy Rates



2016

Hotel/Motel:	Yearly
Holiday Express & Suites	65.6
La Quinta Inn & Suites	60.6
Americas Best Value	63.5
Super 8	66.0
Scottish Inn & Suites	63.5
Best Western	56.7
Alvin Extended Stay	56.7
Knights Inn	61.5
AVERAGE	61.9

2017

Hotel/Motel:	Yearly
Holiday Express & Suites	62.5
La Quinta Inn & Suites	74.5
Americas Best Value	62.4
Super 8	66.5
Scottish Inn & Suites	70.0
Best Western	59.0
Alvin Extended Stay	67.4
Knights Inn	63.4
AVERAGE	65.7

2018

Hotel/Motel:	Qtr. 1	Qtr. 2	Qtr. 3
Holiday Express & Suites	75.2	73.8	60.6
La Quinta Inn & Suites	69.4	67.4	56.4
Americas Best Value	62.4	64.4	63.6
SureStay Best Western	57.1	61.5	60.4
Scottish Inn & Suites	67.2	67.1	59.0
Motel 6	68.4	63.2	61.4
Alvin Extended Stay	70.9	78.4	68.2
Knights Inn	69.5	62.0	55.4
AVERAGE	68.7	67.3	60.1

Advertising/Marketing

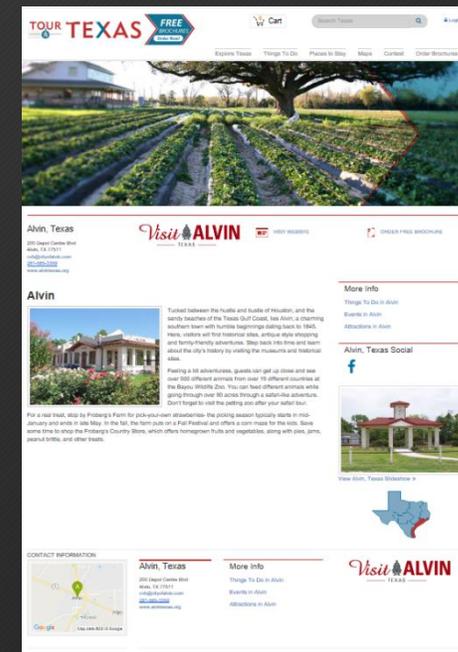


- *Printed Marketing*

- CVB Brochures
- Touring Texas
- USA Today
- Map Houston & Galveston
- Visit Houston Official Visitors Guide
- Vision Magazine (a closer look at Brazoria County)

- *Digital Marketing*

- CVB Website
- Social Media
- TourTexas.com
- Visit Houston & Beyond



CVB Partnerships



State Wide

- Texas Association of Convention and Visitors Bureau
- Texas Travel Industry Association
- Texas Hotel & Lodging Association



Regional

- Visit Houston & Beyond



Local

- Alvin Manvel Area Chambers of Commerce



Attractions

- Froberg's Farm
- Alvin Historical Museum
- Marguerite Rogers House
- Alvin Historical Train Depot
- Bayou Wildlife Zoo



Major Annual Events in 2018

- Alvin Music Festival & Cook-Off
- Tour de Braz BP MS Recommended Bike Ride
- Frontier Days
- Alvin Summer Series Concert
- Beneezy Purple Monkey Fun Run



Something New & Planning for the Future



- December 4th TripAdvisor Reputation Management Workshop
- National Tourism Week
- Familiarization Tour with Hoteliers and Staff
- More visibility through other social media channels

Questions

Visit  ALVIN
— TEXAS —

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
REGULAR CITY COUNCIL MEETING
THURSDAY NOVEMBER 15, 2018
7:00 P.M**

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in Regular Session at 7:00 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn; Mayor Pro-Tem Keith Thompson; Councilmembers: Gabe Adame, Adam Arendell, Joel Castro, Brand Richards, Scott Reed and Glen Starkey.

Staff members present: Junru Roland, City Manager; Suzanne Hanneman, City Attorney; Dixie Roberts, City Secretary; Michelle Segovia, City Engineer; Dan Kelinske, Parks and Recreation Director; Ron Schmitz, EMS Director/EM Coordinator and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Judi Wilds with Faith Community Church gave the invocation.

Eagle Scouts of Troop 400 led the Pledge of Allegiance to the American Flag, and the pledge to the Texas Flag.

PRESENTATIONS

Check Presentation to Sal Achille of Tommaso's Italian Restaurant as the recipient of the Alvin Downtown Business Incentive Grant for FY18.

Council approved the creation of the Downtown Business Incentive Grant program that encourages business owners to make improvements to downtown locations. The approved allocation was for a 50% match for up to \$1,339.59. Mr. Achille submitted his application, and the Grant Review Committee reviewed and approved the project. This project qualified for \$1,339.59 of the \$25,000 budgeted amount for the 2018 fiscal year award. The approved project allowed for installation of three (3) LED lights atop Tommaso's Italian Restaurant and two (2) LED lights mounted atop Tommaso's pole sign to illuminate the parking lot. The project was completed with an inspection certificate awarded by the City of Alvin Building Department.

Mayor Horn, members of City Council and Economic Development staff presented a check to Sal Achille of Tommaso's Italian Restaurant as the recipient of the Alvin Downtown Business Incentive Grant for FY18.

Eagle Scout Recognition.

Mayor Horn presented a certificate of recognition to Eagle Scouts Nelson Thornton and Christopher Wright of Troop 400.

Citizens Academy Recognition.

Mayor Horn presented certificates of recognition to members of the Alvin Upfront Citizens Academy: Tammy Otto, Sandy Lee, Judy Zavalla, John Burkey, Cameron Vavich, Jim Griner, Brittany Nolen, Tasha Thomson, Joseph Gomez, Micaela Campos, Amanda Miles, Georgia Nelson, Ashley Davis, Randall Race, Cindy Starkey and Deborah Bemby.

Proclamation- Municipal Court Week.

Mayor Horn presented a proclamation to Judge Deanie King and Municipal Court staff; declaring the week of November 5-9, 2018 as Municipal Court Week.

City Secretary's Departmental Update.

Dixie Roberts, City Secretary, presented a departmental update on the City Secretary's office.

PUBLIC COMMENT

There were no comments from the public

PUBLIC HEARING

Public hearing to receive comments on terminating a contiguous geographic area within City of Alvin known as Reinvestment Zone Number Three, City of Alvin, Texas, for tax increment financing purposes pursuant to Chapter 311 of the Texas Tax Code.

On September 16, 2004, the City passed and approved Ordinance 04-VV, designating and creating Reinvestment Zone Number Three over the approximately 792-acre area described in Exhibit A, and depicted in the map attached as Exhibit B, which includes a portion of Savannah Plantation, to promote the redevelopment of the area.

The Zone has not issued tax increment bonds or notes for the Zone, has not undertaken any obligations pursuant to agreements entered into to implement the project plan or reinvestment zone financing plan, and has not established a Board of Directors, and therefore, the Zone is no longer needed. This is the one (1) and only public hearing required for the termination of a contiguous geographic area within City of Alvin, known as Reinvestment Zone Number Three, for tax increment financing purposes, pursuant to Chapter 311 of the Texas Tax Code.

Mayor Horn opened the public hearing at 7:26 p.m. There were no comments from the public. Mayor Horn closed the public hearing at 7:26 p.m.

CONSENT AGENDA

Consider approval of the November 1, 2018 City Council Workshop meeting minutes.

Consider approval of the November 1, 2018 City Council meeting minutes.

Consider Resolution 18-R-39, setting two (2) public hearings for January 3, 2019, and February 7, 2019, for the Strategic Partnership Agreement for the Martha's Vineyard Development, more formerly described as Brazoria County Municipal Utility District Number 24.

LESCO Enterprises Inc. is developing an approximate 109 acres for a residential subdivision. The property is located northwest of the Highway 6 and CR 146 intersection in the City of Alvin Extraterritorial Jurisdiction (ETJ) and is being subdivided for a new single family residential Planned Unit Development subdivision containing 315 lots and 19 reserves. The Developer plans to construct the subdivision in three sections. The subdivision will be serviced by City utilities via ETJ Municipal Utility District (MUD) No. 24 based on the Utility Services Contract that was approved by Council on February 4, 2016. The Contract calls out for the creation of a Strategic Partnership Agreement. This Strategic Partnership Agreement will delineate how fire, police, garbage collections, water, wastewater, and drainage will be provided. This Resolution sets the public hearings for the Strategic Partnership Agreement. Staff recommended approval of Resolution 18-R-39.

Consider Resolution 18-R-41, committing the City of Alvin to provide local matching funds to secure and complete the FEMA Hazard Mitigation Grants for DR-4332; and other matters related thereto.

The purpose of Hazard Mitigation Grant Program (HMGP) is to help communities implement hazard mitigation measures following a Presidential Major Disaster Declaration in the areas of the state as requested by the Governor. The key purpose of this grant program is to enact mitigation measures that reduce the risk of loss of life and property from future disasters.

This resolution will allow the City of Alvin to seek local matching funds through FEMA's Hazard Mitigation Grants. GrantWorks Inc. has been authorized to submit an application on behalf of the City. City staff has identified a few projects that may qualify under this matching grant, such as new and replacement generators for critical facilities and underground fuel storage rehabilitation. This resolution states that the City of Alvin is committed to providing 25% local share for the grant projects, with FEMA providing 75% of the funding. Staff recommended approval of Resolution 18-R-41.

Consider Resolution 18-R-42, authorizing the submission of Multiple Hazard Mitigation Assistance Grant Applications for DR-4332, appointing the Mayor as the Chief Executive Officer and authorized representative to act in all matters in connection with the FEMA Mitigation Grants; and other matters related thereto.

The purpose of Hazard Mitigation Grant Program (HMGP) is to help communities implement hazard mitigation measures following a Presidential Major Disaster Declaration in the areas of the state as requested by the Governor. The key

purpose of this grant program is to enact mitigation measures that reduce the risk of loss of life and property from future disasters.

This resolution will allow the City of Alvin to seek local matching funds through FEMA's Hazard Mitigation Grants. GrantWorks Inc. has been authorized to submit an application on behalf of the City. City staff has identified a few projects that may qualify under this matching grant, such as new and replacement generators for critical facilities and underground fuel storage rehabilitation. This resolution states that the City of Alvin is committed to providing 25% local share for the grant projects, with FEMA providing 75% of the funding. Staff recommended approval of Resolution 18-R-42.

Consider a letter of support for the Brazoria County Head Start Program Early Learning Schools, Inc. in their endeavor to pursue the Head Start and Early Head Start grants for the next five years; and authorize the Mayor to sign.

Brazoria County Head Start Early Learning Schools, Inc. (BCHS) has requested a letter of support of their program from local governing bodies in Brazoria County, to aid in their pursuit to secure competitive grants for the next five years. Although this is a competitive grant process, BCHS is seizing the opportunity to reinvent, repurpose and rebuild the Brazoria County Head Start Program to further enhance quality services provided to the children and families BCHS serves and is asking for the support of area community partners.

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

OTHER BUSINESS

Consider the purchase of seventeen (17) Axon In-Car Police Camera Systems, in an amount not to exceed \$51,158, as approved in the FY19 Annual Budget.

In December 2016, City Council approved the purchase of the Axon Body Camera System to replace the body cameras then in use. At that time, it was noted that the intent was to eventually replace the current antiquated in-car cameras with the Axon in-car system. Our current system has been in place for a number of years, and the newest camera is over five (5) years old, with the majority of the cameras seven to ten (7-10) years old. Due to age of the current system, we are routinely having to service (repair/patch) the camera systems. The Axon system will integrate completely with our body camera system and will offer interoperability features that allow the current Axon body cameras to work as microphones for the in-car system, which would eliminate separate microphones from being worn. Additionally, the Axon in-car system is cloud based which includes unlimited storage and retrieval vs. on-site only storage without off-site backup as is currently being used. An initial first year cost of \$51,158.00 will cover 17 new cameras, software, storage and hardware/software support. After the first year the yearly cost of cloud storage, hardware and software support is \$24,284. At the end of five years, the cameras will be upgraded/replaced at no additional cost as part of the purchase package. Staff recommends approval of this purchase as budgeted in the FY19 Annual Budget.

Council member Reed moved to approve the purchase of seventeen (17) Axon In-Car Police Camera Systems, in an amount not to exceed \$51,158, as approved in the FY19 Annual Budget. Seconded by Council member Castro; motion carried on a vote of 7 Ayes.

Resolution 18-R-40, accepting the petition for annexation of 23.004 acres, more or less, for Forest Heights, Section 7, located along the proposed FM 528 extension between Business 35 and State Highway 6, from Don Barras Development, LLC.; setting an annexation schedule that includes public hearings on January 3, 2019, and January 17, 2019; providing for open meetings and other related matters.

Don Barras of Don Barras Development LLC is petitioning the City to annex 23.004 acres of his property in Forest Heights for the development of Section 7 located along the proposed FM 528 extension between Business 35 and Highway 6.

This Resolution will set two public hearings for January 3, 2019, and January 17, 2019. Staff recommended approval of Resolution 18-R-40.

Council member Castro moved to approve Resolution 18-R-40, accepting the petition for annexation of 23.004 acres, more or less, for Forest Heights, Section 7, located along the proposed FM 528 extension between Business 35 and State Highway 6, from Don Barras Development, LLC.; setting an annexation schedule that includes public hearings on January 3, 2019, and January 17, 2019;

providing for open meetings and other related matters. Seconded by Council member Arendell; motion carried on a vote of 7 Ayes.

REPORTS FROM CITY MANAGER

Review preliminary list of items for next Council meeting.

Mr. Junru Roland reviewed the preliminary list for the December 6, 2018 City Council meeting.

ITEMS OF COMMUNITY INTEREST

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

Mrs. Roberts reviewed items of community interest.

Council member Thompson thanked the Municipal Court and City Secretary Offices for their work they do; and he also thanked the Fire Department for responding to the fire at Home Depot.

Council member Reed commended the City Secretary on her departmental presentation. He cautioned everyone to drive safe during the Thanksgiving holiday. Council member Reed requested that updated quotes be provided on routine purchases. He announced that Mr. Terry Vaughn of Terry Vaughn RV recently passed away.

Council member Arendell congratulated Mr. Junru Roland, City Manager, for receiving the Hobby Leadership award.

Council member Richards congratulated Mr. Roland on his recent award. He also thanked the city staff and employees for the work they do.

Council member Castro thanked the citizens and David Chanski for participating in the Alvin Upfront Academy; he also thanked Dixie Roberts, City Secretary, for her presentation. He also encouraged everyone to participate in the Play Ground Build at Newman Park, and he wished everyone a happy and safe Thanksgiving.

Council member Adame welcomed back Council member Richards from his recent illness.

Council member Starkey congratulated and expressed appreciation to Mr. Junru Roland, City Manager for his recent award. He also thanked Dixie Roberts, City Secretary, for assisting with City Council. He wished everyone a happy and safe Thanksgiving.

Mayor Horn announced that Reverend Paul Golden of Light Christian Center passed away.

ADJOURNMENT

Mayor Horn adjourned the meeting at 7:40 p.m.

PASSED and APPROVED the _____ day of _____, 2018.

Paul A. Horn, Mayor

ATTEST: _____
Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: Finance

Contact: Florence Chapa, Interim Finance Director

Agenda Item: Consider Ordinance 18-U, amending the City of Alvin FY19 budget for the purpose of appropriating \$3,200,961.95 of prior fiscal year encumbrances into the current fiscal year as set forth for each individual account in the attached Exhibit "A."

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: An encumbrance refers to funds that have been reserved when a purchase order has been approved. Accounting practice requires these funds be reserved (encumbered) until paid. When closing our books on 9/30/2018, there were open (outstanding) purchase orders. As the encumbered items were delivered and paid in FY19, negative budget variances will be reflected in the departmental accounts unless budget appropriations for the previous year's outstanding encumbrances are moved from the previous FY18 into the current FY19. The total amount of outstanding encumbrances to be carried over from FY18 is \$3,200,961.95.

FY18 Outstanding Encumbrances Carried Over to FY19

General Fund	28,000.48
Hotel/Motel Fund	158,374.98
Special Investigation Fund	7,086.36
Impact Fee Fund	29,226.71
Utility Fund	70,317.50
EMS Fund	1,627.69
Utility Project Fund	363,630.00
General Projects	586,500.00
Sales Tax Fund	1,794,197.64
Fleet Maintenance Fund	1,924.27
Vehicle Replacement Fund	157,276.32
IT Maintenance Fund	2,800.00
TOTAL	\$ 3,200,961.95

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: See Exhibit "A" **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/2018 SLH _____

Supporting documents attached:

- Ordinance 18-U
- Exhibit “A”; Individual account listing

Recommendation: Move to approve Ordinance No. 18-U amending the City of Alvin FY19 budget for the purpose of appropriating \$3,200,961.95 of prior fiscal year encumbrances into the current fiscal year as set forth for each individual account in the attached Exhibit “A”.

Reviewed by Department Head, if applicable

Reviewed by City Attorney, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Manager

ORDINANCE NO. 18-U

AN ORDINANCE AMENDING THE CITY OF ALVIN 2018-19 FISCAL YEAR BUDGET FOR THE PURPOSE OF APPROPRIATING THREE MILLION TWO HUNDRED THOUSAND NINE HUNDRED SIXTY-ONE DOLLARS AND 95/100 (\$3,200,961.95) OF PRIOR FISCAL YEAR (2017-18) ENCUMBRANCES INTO THE CURRENT FISCAL YEAR AS SET FORTH FOR EACH INDIVIDUAL ACCOUNT IN THE ATTACHED EXHIBIT "A;" AND PROVIDING FOR RELATED MATTERS.

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

Section 1. That the City of Alvin 2018-2019 Fiscal Year Budget is hereby amended by appropriating the sum of Three Million Two Hundred Thousand Nine Hundred Sixty-One Dollars and 95/100 (\$3,200,961.95) of prior fiscal year encumbrances into the current fiscal year as set forth for each individual account in Exhibit "A," attached hereto and incorporated therein by reference.

Section 2. 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, Chapter 551 of the Texas Government Code.

PASSED on first and final reading on the 6th day of December 2018.

CITY OF ALVIN, TEXAS

ATTEST

By _____
Paul A. Horn, Mayor

By _____
Dixie Roberts, City Secretary

Exhibit "A"
Encumbrances Rollovers

Account Number	Vendor	PO Number	PO Amount	
Fund 111 General Fund				
<i>City Hall</i>				
111-2504-00-2125	National Business Furniture	2018002710-R1	825.50	Conference Table
City Hall Total			825.50	
<i>Police</i>				
111-3501-00-3100	Morpho USA, Inc.	2018002431-R1	5,594.00	Livescan Maintenance &Support Feb 2017-Jan 2019
111-3501-00-3290	Morpho USA, Inc.	2018002431-R1	5,874.00	Livescan Maintenance &Support Feb 2017-Jan 2019
111-3501-00-3270	Atlas Fence Company, Inc	2018002549-R1	8,275.00	Install automatic slide gate
111-3501-00-3270	TDEC, Inc	2018002565-R1	2,250.00	Animal Shelter gate control to open
111-3501-18-2350	Knight Security System LLC	2018001724-R1	1,851.19	Camera and Audio Equipment
Police Total			23,844.19	
<i>Fire</i>				
111-3502-00-2250	Metro Fire Apparatus Specialists, Inc	2018002707-R1	318.00	Red Helmet
111-3502-00-3510	Metro Fire Apparatus Specialists, Inc	2018002708-R1	2,997.00	Valve Repair on Engine 21
Fire Total			3,315.00	
<i>Senior Center</i>				
111-7001-02-3270	Unifirst Manufacturing Corporation	2018000083-R1	15.79	Mat Rentals for Senior Center
Senior Center Total			15.79	
Total for Fund 111			28,000.48	
Fund 121 Hotel/Motel Fund				
121-1006-14-9060	Kimley-Horn And Associates	2018002357-R1	7,472.50	Disc Golf Construction Phase Services
121-1006-14-4100	Horizon International Group LLC	2018002049-R1	150,902.48	Museum Dock Enclosure Project
Total for Fund 121			158,374.98	
Fund 123 Special Investigation Fund				
123-3501-07-2125	Command Sourcing, Inc	2018002462-R1	4,386.36	WRAP Safety Restraints
123-3501-07-2125	Intuitive Control Systems LLC	2018002345-R1	2,700.00	Traffic Safety Program
Total for Fund 123			7,086.36	
Fund 210 Impact Fee Fund				
210-5001-17-3100	Freese and Nichols, Inc	2015002197-R4	28,226.71	Dyche Ln Elevated Water Storage Tank
210-5001-17-3100	ARKK Engineers, LLC	2018001589-R1	1,000.00	Impact Fee Update
Total for Fund 210			29,226.71	
Fund 211 Utility Fund				
<i>Water</i>				
211-6001-00-2300	Odilia Lozano	2018002472-R1	375.00	Tire for Unit 375
211-6001-00-3100	U.S. Underwater Services, LLC	2018002374-R1	2,950.00	Annual Potable Water Tank Inspections
211-6001-00-3100	Lower Colorado River Authority	2018001483-R1	7,085.00	UMCR 4 Testing
211-6001-00-4150	Zone Industries	2018002483-R1	11,500.00	Motor for Well 8
Total for Water			21,910.00	
<i>Sewer</i>				
211-6002-00-2125	Coastal Pump Services Inc.	2018002298-R1	1,650.00	Steel Upper Guides Rail Bracket With Rubber
211-6002-00-2525	Zone Industries	2018002265-R1	5,850.00	Aurora Model Pump
211-6002-00-3260	Genrg Power	2018002456-R1	1,020.00	Well #6, WWTP Generator
211-6002-00-3260	Concrete Conservation, Inc.	2018001992-R1	37,462.50	Lift Station for 1,2,5,17
Total for Sewer			45,982.50	
<i>WWTP</i>				
211-6003-00-2525	ACFM, Inc	2018001577-R1	1,075.00	Parts for WWTP
211-6003-00-3100	Ardurra Group, LLC	2018000168-R1	1,350.00	WWTP Permit Renewal Application
Total for WWTP			2,425.00	
Total for Fund 211			70,317.50	
Fund 213 EMS Fund				
213-3503-00-2225	Bound Tree Medical LLC	2018001886-R1	995.03	Medical Supplies
213-3503-00-2225	Bound Tree Medical LLC	2018001100-R1	632.66	Medical Supplies
Total for Fund 213			1,627.69	
Utility Project Fund				
220-6002-00-4150	Houston Freightline Inc	2018001260-R1	316,730.00	New Vactor Truck
220-6002-00-3100	Freese and Nichols, Inc	2018001791-R1	46,900.00	Sanitary Sewer Evaluation Survey
Total for Fund 220			363,630.00	
Fund 311- General Projects				
311-2504-00-4100	Jacob Roofing & Construction	2018002699-R1	16,250.00	City Hall New Roof System
311-3502-00-4100	Joiner Architects	2018001954-R1	544,000.00	Professional Services- Schematic Design EMS/Fire
311-7001-00-4110	Gormly Surveying Inc.	2017001385-R2	26,250.00	Professional Land Surveying-Platting City Parks
Total for Fund 311			586,500.00	

Fund 312 Sales Tax Fund

312-5501-00-3390	Century Asphalt	2018002487-R1	77,792.72	Asphalt for Street Dept.
312-5501-00-3390	P Squared Emulsion Plants	2018002488-R1	29,901.10	Asphalt for Street Dept.
312-5501-00-9001	HDR Engineering Inc.	2018001798-R1	657,591.89	FM 528 Extension Project
312-5501-00-9014	LG & G Construction	2018001828-R1	57,702.60	2017 Sidewalk Project
312-5501-00-9025	Dannenbaum Engineering Company	2016002691-R3	4,463.89	Design of Durant Rd. Detention Pond
312-5501-00-9025	Terracon Consultants Inc.	2017002479-R2	7,141.00	Materials Testing for Kost Detention Pond
312-5501-00-9026	Traffic Control Devices, Inc	2018001691-R1	13,683.94	Traffic Signals At South & Johnson
312-5501-00-9030	Rodriguez Construction Group,LLC	2018002071-R1	391,525.79	2018 Concrete Pavement & Drainage Project
312-5501-00-9030	Terracon Consultants Inc	2018002697-R1	7,269.50	Materials Testing for 2018 Concrete Pavement
312-5501-00-9031	G.W. Phillips Concrete Construction Inc	2018002393-R1	351,473.10	Durant Detention Basin Final Grading & Concrete Project
312-5501-00-9032	Dannenbaum Engineering Company	2018001214-R1	75,610.18	Design the Moller Road Storm Sewer & Pavement Imp Phase I
312-5501-00-9062	Klotz Associates Inc.	2016002690-R3	40,258.96	Design Svcs Relating to Phase II Thoroughfare Plan
312-5501-00-3420	Blacktop Industries	2018002524-R1	3,792.20	Remove & Replace guardrail
312-5501-00-3410	Rodriguez Construction Group,LLC	2018002571-R1	22,775.00	Concrete Repairs
312-5501-00-9067	Freese and Nichols	2018001793-R1	53,215.77	Johnson St Paving & Drainage Improvement Project
Total for Fund 312			<u>1,794,197.64</u>	

Fund 611 Fleet Maintenance

611-8001-00-2300	Tubing & Metric Hydraulics Inc.	2018002320-R1	85.44	Hose Assembly
611-8001-00-2300	Ron Carter Ford	2018002578-R1	91.30	Bolt for Unit#848/Kit for Unit#847
611-8001-00-3510	Rich Koeppen Enterprises, Inc	2018002446-R1	1,599.53	Repair to Unit#E102
611-8001-00-3510	Odilia Lozano	2018002472-R1	148.00	Tire Repairs for Unit 819,375,761
Total for Fund 611			<u>1,924.27</u>	

Fund 612 Vehicle Replacement

612-8002-00-4250	Knapp Chevrolet	2018001034-R1	157,276.32	New Ambulance to Replace Unit#755
Total for Fund 612			<u>157,276.32</u>	

Fund 613 IT Maintenance

613-2505-00-3100	Presidio Networked Solutions Group	2018000899-R1	2,800.00	Professional Services SOW Contract
Total for Fund 613			<u>2,800.00</u>	

Grand Total for all Funds			<u>3,200,961.95</u>	
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AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: Finance

Contact: Florence Chapa, Interim Finance Director

Agenda Item: Consider Ordinance 18-V, amending the City of Alvin 2017-18 Fiscal Year-End budget (FY18) by increasing (decreasing) certain expenditures and increasing (decreasing) certain revenues to the budget accounts in all funds set forth in the attached Exhibit "A."

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Discussion & Direction

Summary: Each fiscal year, the City amends the budget twice. In the Spring (mid-fiscal year), the City amends the budget to appropriate any prior year budget surplus to fund new capital items. In the Fall (fiscal year-end), the City amends the budget to appropriate or adjust (authorized/approved) revenues and/or expenditures which occurred during the year that were not originally budgeted. Reason being, under certain circumstances, staff has more definite revenue and cost information at year end.

FY18 has ended and staff needs to make budget adjustments as a way to put the final FY18 budget in line with actual (approved and/or authorized) revenues and expenditures for financial reporting purposes. Per the City's auditor's recommendation, the City should do a batch budget amendment at the end of the fiscal year to capture expenditures and/or revenues from the year that require a budget amendment.

Hurricane Harvey Fund FY18 Year-End Budget Adjustments

This budget amendment amends the budget to reflect revenues/expenses relating to Hurricane Harvey through FY18. *Revenues* received from TML for insurance claim recovery totaled \$126,298.53. Funding to cover *expenditures* comes from the City's fund balance reserves in the General Fund (\$221,196.60), Sanitation Fund (\$139,092.48) and the Utility Fund (\$10,281.25). We are anticipating receiving approximately 80% of reimbursement from FEMA.

General Fund FY18 Year-End Budget Adjustments

This budget amendment adjusts the FY18 budget by \$93,176.81 to reflect: a.) runoff election expenditures; b.) Separation Agreement with former City Attorney; c.) former City Manager vacation contract pay; d.) appraisal and surveying services for landfill site and Fairway property; and e.) replacement of a/c roof top unit at City Hall. In addition, Engineering reimbursements totaling \$208.25 for in-house services related to CIP projects and the interfund transfer from the Cemetery Fund will be adjusted accordingly.

General Projects Fund FY18 Year-End Budget Adjustments (\$162,061.24)

This budget amendment adjusts the FY18 budget to reflect; a.) business matching grant, Downtown Lighting and Wayfinding Signage projects; b.) new roof system at City Hall; and c.) repairs to the trane chiller at the Police Department; d.) light and alarm switch for new light tower/camera system; and e.) National Oak Park bridge improvements.

Hotel Motel Fund FY18 Year-End Budget Adjustments

This budget amendment adjusts the FY18 revenue and expenditures budgets to reflect the receipt and use of Hotel Motel funds which were used for Tour de Braz and debt payments.

Special Investigation Fund FY18 Year-End Budget Adjustments (\$69,853.57)

The Special Investigation Fund is used to account for seized funds, which are acquired through the sale of seized property that was used in the commission of a crime. These funds may only be used for law enforcement purposes such as officer training, salaries for officers, special investigative equipment and supplies, and items used by officers in direct law enforcement duties. This budget amendment reflects seized funds that were used to acquire various equipment and supplies used to support policing activities and law enforcement operations.

Building Security Fund FY18 Year-End Budget Adjustments (\$3,973.91)

A portion of Municipal Court fees are allocated (by the state) to be used solely for Municipal Court building security purposes. This budget amendment adjusts the FY18 budget to reflect the purchase of a metal detector.

Debt Service Fund

This budget amendment adjusts the FY18 budget for principal and interest debt payments to actual.

Donation Fund FY17 Year-End Budget Adjustments

In FY18, the City received donations from Waste Connections (per contract), Sunrise Rotary (per contract approved by city council 12/18/2014; Resolution 14-R-37) and various other donors. In FY18, the City expended donated funds (received from various other donors) in accordance with the donors’ requests. This budget amendment adjusts the FY18 revenue and expenditure budgets to reflect the receipt and use of donated proceeds.

Funding Expected: Revenue ___ Expenditure ___ N/A ___ **Budgeted Item:** Yes ___ No ___ N/A ___
Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes ___ No ___
Legal Review Required: N/A ___ Required X **Date Completed:** 12/3/2018 SLH

Supporting documents attached:

- Ordinance 18-V
- Exhibit A – budget amendments

Recommendation: Move to approve Ordinance 18-V, amending the City of Alvin 2017-18 Fiscal Year End budget by increasing (decreasing) certain expenditures and increasing (decreasing) certain revenues to the individual budget accounts in all funds set forth in the attached Exhibit “A.”

Reviewed by Department Head, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Attorney, if applicable

Reviewed by City Manager

ORDINANCE NO. 18-V

AN ORDINANCE AMENDING CITY OF ALVIN, ORDINANCE 17-R, PASSED AND APPROVED SEPTEMBER 21, 2017, SAME BEING AN ORDINANCE APPROVING AND ADOPTING THE CITY OF ALVIN'S BUDGET FOR FISCAL YEAR 2017-2018 BY APPROVING A BUDGET AMENDMENT TO THE ORIGINAL 2017-2018 FY BUDGET; FOR THE PURPOSE OF AMENDING THE YEAR-END BUDGET AND PROVIDING FOR SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF CERTAIN FUNDS AS SET FORTH IN THE ATTACHED EXHIBIT "A;" 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 2017-2018 Fiscal Year Budget is hereby amended by increasing (decreasing) certain expenditures and increasing (decreasing) certain revenues to the individual budget accounts in all funds set forth in Exhibit "A," attached hereto and incorporated herein by reference.

Section 2. 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, Chapter 551 of the Texas Government Code.

PASSED on first and final reading on the 6th day of December 2018.

CITY OF ALVIN, TEXAS

ATTEST

By _____
Paul A. Horn, Mayor

By _____
Dixie Roberts, City Secretary

Exhibit A
End of Year Budget Adjustments

Account No.	Account Description	Budget Adjustment	Explanation
Hurricane Disaster Fund Revenues			
100-409000	Insurance Claim Recovery	126,298.53	TML Insurance payments related to Hurricane Harvey
100-406111	Transfer from General Fund	221,196.60	Record Interfund Transfers for Harvey related expenditures
100-406211	Transfer from Utility Fund	10,281.25	Record Interfund Transfers for Harvey related expenditures
100-406212	Transfer from Sanitation Fund	139,092.48	Record Interfund Transfers for Harvey related expenditures
Hurricane Disaster Fund Expenditures			
100-2504-00-2125	General Supplies	500.66	Hurricane Harvey related expenditure
100-3501-00-3270	Building & Grounds Maintenance	12,730.00	Hurricane Harvey related expenditure
100-3502-00-3270	Building & Grounds Maintenance	6,868.78	Hurricane Harvey related expenditure
100-5001-11-2125	General Supplies	7,136.20	Hurricane Harvey related expenditure
100-5001-17-2125	General Supplies	9,764.14	Hurricane Harvey related expenditure
100-5001-17-3100	Contract Services	260.00	Hurricane Harvey related expenditure
100-5001-17-3270	Building & Grounds Maintenance	1,372.00	Hurricane Harvey related expenditure
100-5001-17-4100	Building & Property	289,166.99	Hurricane Harvey related expenditure
100-6006-00-3270	Building & Grounds Maintenance	10,281.25	Hurricane Harvey related expenditure
100-6501-00-3100	Contract Services	139,092.48	Hurricane Harvey related expenditure
100-7001-02-3270	Building & Grounds Maintenance	9,435.36	Hurricane Harvey related expenditure
100-7001-04-3270	Building & Grounds Maintenance	4,928.00	Hurricane Harvey related expenditure
100-7002-00-3270	Building & Grounds Maintenance	5,333.00	Hurricane Harvey related expenditure
Interfund Transfers to the Disaster Fund			
111-9001-00-7102	General Fund	221,196.60	Transfer to Hurricane Harvey Disaster Fund
211-9002-00-7102	Utility Fund	10,281.25	Transfer to Hurricane Harvey Disaster Fund
212-6501-00-7102	Sanitation Fund	139,092.48	Transfer to Hurricane Harvey Disaster Fund
General Fund Expenditures			
111-1002-00-3235	Election	17,300.42	Runoff election related expenditures
111-1003-00-3333	Separation Agreement	20,000.00	Contractual Agreement with former City Attorney
111-1004-00-1001	Salaries	33,250.11	Former City Manager vacation contract payout
111-1004-00-1009	TMRS	4,943.50	Former City Manager vacation contract payout
111-1005-00-3100	Contract Services	10,820.00	Survey Play (Fairway Property) and Appraisal (Landfill Site) @ 1462
111-2504-00-3270	Building & Grounds	6,862.78	Install new package roof top unit (City Hall/HR Suite)
111-5001-17-8215	Reimbursement from Cemetery Fund	208.25	Reimbursement for in-house services related to CIP projects
Interfund Transfers (to Engineering Dept.)			
511-1007-00-7100	Transfer to General Fund	208.25	Transfer to Engineering for in-house services related to CIP projects
General Projects Expenditures			
311-1005-00-3102	Business Incentive	23,327.56	EDC matching grant program
311-1005-00-9049	Downtown Lighting	80,901.72	Project completed in FY18
311-1005-00-9056	Wayfinding Signage	20,500.00	Project completed in FY18
311-2504-00-4100	Building & Property	16,250.00	New Roof System over existing roof (at City Hall)
311-3501-00-2125	General Supplies	15,461.66	Repairs to Trane Chiller at Police Dept.
311-3505-00-4150	Machinery & Equipment	500.00	Add light and alarm switch on light tower/camera system
311-7001-00-4100	Building & Property	5,120.30	National Oak Park Bridge Improvements
Hotel/Motel Tax Fund Revenues			
121-409046	Tour de Braz Revenue	32,351.07	Tour de Braz revenue
Hotel Motel Tax Fund Expenditures			
121-1006-14-2180	Tour de Braz Expenses	32,351.07	Tour de Braz expenditures
121-1006-00-5001	Principal Debt Payments	455.00	Adjust principal debt payments to actual
121-1006-00-5002	Interest Debt Payments	243.27	Adjust interest debt payments to actual
Special Investigation Fund Expenditures			
123-3501-06-2125	General Supplies	15,935.24	Equipment & supplies to support policing activities and law enforcement operations
123-3501-07-2125	General Supplies	47,506.72	Equipment & supplies to support policing activities and law enforcement operations
123-3501-08-3170	Professional Development	6,411.61	Professional development training
M-Court Building Security Fund Expenditures			
124-2502-00-3260	Machinery & Equipment Maintenance	3,973.91	Purchase of Metal Detector
Debt Service Fund			
411-4001-00-5001	Principal Debt Payments	51,763.42	Adjust principal debt payments to actual
411-4001-00-5002	Interest Debt Payment	(51,763.42)	Adjust interest debt payments to actual
Donation Fund Revenue			
512-409522	Misc. Donations	33,301.45	Donations received during the fiscal year
Donation Fund Expenditures			
512-1007-00-2450	Botany Supplies	503.88	Purchase of Trees
512-3501-18-2125	General Supplies Donations	374.54	Expenses for Shelter Events/Frontier Day Parade
512-3501-00-3305	Special Programs	926.28	Emergency Assistance Program expenses
512-3501-18-3100	Contract Services	28,915.23	Sponsored Sterilization expenses
512-7002-00-2125	General Supplies Donations	3,865.61	Library Teen Youth Lounge Furniture



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: City Manager

Contact: Junru Roland, City Manager

Agenda Item: Consider Resolution 18-R-45, authorizing the submission of a Community Development Block Grant Disaster Recovery (CDBG-DR) Application to the Texas General Land Office and authorizing the Mayor to act as the City’s Executive Officer and authorized representative in all matters pertaining to the City’s participation in the CDBG-DR Program; providing for Opening Meetings and other related matters.

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: The City plans to apply for upcoming Community Development Block Grant – Disaster Recovery funding from the General Land Office – Community Development & Revitalization (GLO). Grant Works was selected by the City for the application and administrative services for this process.

The adoption of this Resolution is required by the GLO and must be submitted as part of the application process in an effort to secure funding. The City is requesting \$1,012,332 in grant funding *reimbursement* to provide improvements to Water Well No. 4 and Water Plant, Water Well No. 8, Wastewater Treatment Plant and Public Services Facility. These improvements would include the purchase and installation of standby emergency generators, automatic transfer switches, and accessories for lift stations, to ensure operation continues at these critical facilities during an emergency.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/2018 SLH _____

Supporting documents attached:

- Resolution 18-R-45

Recommendation: Move to approve Resolution 18-R-45, authorizing the submission of a Community Development Block Grant Disaster Recovery (CDBG-DR) Application to the Texas General Land Office and authorizing the Mayor to act as the City’s Executive Officer and authorized representative in all matters pertaining to the City’s participation in the CDBG-DR Program; providing for Opening Meetings and other related matters.

Reviewed by Department Head, if applicable

Reviewed by City Attorney, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Manager

RESOLUTION NO. 18-R-45

A RESOLUTION OF THE CITY COUNCIL OF ALVIN, TEXAS, AUTHORIZING THE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY (CDBG-DR) APPLICATION TO THE TEXAS GENERAL LAND OFFICE AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE CDBG-DR PROGRAM; PROVIDING FOR OPEN MEETINGS, AND OTHER RELATED MATTERS.

WHEREAS, the City of Alvin, Texas, desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, certain conditions exist related Hurricane Harvey, an eligible federally declared disaster in 2017, which represent a threat to the public health, safety and welfare; and

WHEREAS, it is necessary and in the best interests of to apply for funding under the CDBG-DR Program;

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. A CDBG-DR application is hereby authorized to be filed with the Texas General Land Office for funding consideration under the Hurricane Harvey Disaster Recovery Program.

Section 3. The application is for \$1,012,332.00 of grant funds to provide improvements to Water Well No. 4 and Water Plant, Water Well No. 8, Wastewater Treatment Plant and Public Services Facility. These improvements may include the purchase and installation of standby emergency generators, automatic transfer switches, and all appurtenances to ensure operation continues at these critical facilities.

Section 4. The Mayor is designated as the Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and participation in the CDBG-DR Program, and is designated to oversee all grant activities to ensure there are no Conflicts of Interest.

Section 5. All funds will be used in accordance with all applicable federal, state, local and programmatic requirements, including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.

Section 6. The City understands that funds authorized by this Grant are reimbursable to the City after payment has been made for any such improvements.

Section 7. Open Meetings. It is hereby officially found and determined that the meeting at which this Resolution is 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, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED this the 6th day of December 2018.

CITY OF ALVIN, TEXAS

ATTEST:

By: _____
Paul A. Horn, Mayor

By: _____
Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: City Manager

Contact: Junru Roland, City Manager

Agenda Item: Consider Resolution 18-R-46, adopting the Procurement Policies & Procedures Plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program; providing for Opening Meetings and other related matters.

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: The City plans to apply for upcoming Community Development Block Grant – Disaster Recovery funding from the General Land Office – Community Development & Revitalization (GLO). Grant Works was selected by the City for the application and administrative services for this process.

The adoption of this specific Procurement Policies & Procedures Plan is required by the GLO and must be submitted as part of the application process in an effort to secure grant funding.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/2018 SLH _____

Supporting documents attached:

- Resolution 18-R-46

Recommendation: Move to approve Consider Resolution 18-R-46, adopting the Procurement Policies & Procedures plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program; providing for Opening Meetings and other related matters.

Reviewed by Department Head, if applicable

Reviewed by City Attorney, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Manager

RESOLUTION NO. 18-R-46

A RESOLUTION OF THE CITY OF ALVIN, ADOPTING THE PROCUREMENT POLICIES & PROCEDURES PLAN AS SET FORTH BY THE TEXAS GENERAL LAND OFFICE (GLO) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY (CDBG-DR) PROGRAM, PROVIDING FOR OPEN MEETINGS, AND OTHER RELATED MATTERS.

WHEREAS, the City Council of the City of Alvin wishes to provide for fair and equitable treatment of all vendors who are interested in and capable of providing services, supplies, or equipment to the City for its purchase and use in administering Community Development Block Grant – Disaster Recovery (CDBG-DR) grant funds; and

WHEREAS, the City of Alvin agrees to adopt and implement the attached Procurement Policies and Procedures Plan for use in the implementation and administration of the City’s CDBG-DR Program.

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. Open Meetings. It is hereby officially found and determined that the meeting at which this Resolution is 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, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED this the 6th day of December 2018.

CITY OF ALVIN, TEXAS

ATTEST:

By: _____
Paul A. Horn, Mayor

By: _____
Dixie Roberts, City Secretary



CITY OF ALVIN, TX

Procurement Policies and Procedures for Federal Grants

Policies:

1. Those closely involved in the establishment of the written selection criteria and selection shall have no potential conflicts of interest with any of the individuals, firms, or agencies under review (e.g., family relationships, close friendships, business dealings). Any person who might potentially receive benefits from grant-assisted activities may not participate in the decision-making process. Nepotism and conflict of interest regulations can be found in the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, and 2 CFR 200.318 (C)(1).
2. All procurement transactions will be conducted in a manner providing full and open competition.
 - a. No unreasonable requirements are placed on firms in order for them to qualify.
 - b. No unnecessary experience or excessive bonding required.
 - c. Noncompetitive pricing practices between firms or between affiliated companies is disallowed.
 - d. Noncompetitive contracts are disallowed except for when there is an approved exception.
 - e. No organizational conflicts of interest.
 - f. If a “brand name” product is specified, an equal or like product is acceptable.
 - g. A vendor that intends to respond to the Request for Proposals, Request for Qualifications and/or Invitation for Bid may not participate in the development of drafting of specifications, requirements, statements of work, or invitations for bids or requests for proposals, including, but not limited to, the development of the scoring criteria, the final selection of firms to be contacted, or the scoring of proposals.
3. All procurement transactions shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured.
4. All procurement transactions shall identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
5. If the City of Alvin uses a prequalified list when acquiring good or services, the City of Alvin will ensure the list is updated regularly, provides enough qualified sources to ensure maximum open and free competition.
6. All procurement transactions must conform to applicable local, state, and federal laws and regulations.
7. Small and minority businesses, women’s business enterprises, and labor surplus area firms are encouraged to participate. If the awarded vendor is a prime contractor and may use subcontractors, the following affirmative steps are required of the prime contractor:
 - a. Placing qualified small and minority businesses and women’s business enterprises on solicitations lists.

- b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- e. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

Procedures:

Procurement Cycle Steps

Need Defined – City of Alvin department submits request and specifications.

Procurement Method Selected – Based on type and estimated cost of goods/services as well as the designated purchasing authority, purchaser determines the procurement method that will result in a best value acquisition for the City of Alvin.

Solicitation – City of Alvin creates the appropriate solicitation document, with terms and conditions and evaluation criteria clearly defined, and notifies vendor sources for an informal or formal bid process.

Receipt of Bids and Responses to Solicitation – Vendors submit their response to the solicitation.

Evaluation and Awards – City of Alvin review the responses from vendors, determine compliance with the solicitation and make an award recommendation based on the pre-defined best value criteria.

The City of Alvin will use one of the following five methods of procurement described at 2 CFR Section 200.320: (1) procurement by micro-purchases, (2) procurement by small purchase procedures, (3) procurement by sealed bids, (4) procurement by competitive proposals, or (5) procurement by noncompetitive proposals.

1. **Simplified Acquisition Procedures for Purchases Below Micro-Purchase Threshold**
For purposes of this sections, the micro-purchase threshold is \$3,000.

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the City of Alvin must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

2. Small Purchase

Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

For service contracts that are under the small purchase threshold and do not fall under professional services as defined in Section 2254.002(2) of Local Government Code, the City of Alvin may receive quotes and award the contract to any reasonable and responsible bidder. The local governing body has the final authority to award contracts.

3. Construction and Materials Contracts

In order for sealed bidding to be feasible, the following conditions should be present:

- a. A complete, adequate, and realistic specification or purchase description is available;
- b. Two or more responsible bidders are willing and able to compete effectively for the business; and
- c. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- a. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- b. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- c. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- d. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be use to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- e. Any or all bids may be rejected if there is sound documented reason.

4. Professional Services Contracts

This method is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- b. Proposals must be solicited from an adequate number of qualified sources;
- c. The City of Alvin must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

- d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
- e. The City of Alvin may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

5. Noncompetitive Proposals

This method may be used only when one or more of the following circumstances apply:

- a. The item is available only from a single source;
- b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- c. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request; or
- d. After solicitation of a number of sources, competition is determined inadequate.

These Policies and procedures are implemented through the City of Alvin's administrative team: City Secretary; Public Services Director; City Manager/Finance Director or the City's designees.

Paul Horn, Mayor

Date



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: Legal

Contact: Suzanne Hanneman, City Attorney

Agenda Item: Consider a variance request to Chapter 30 ½ - Regulation of Sex Offender Residency, of the City of Alvin Code of Ordinances, from Eugenio Rodriguez residing at 704 W. Willis.

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: On October 25, 2018, the City received a written request for a variance from Eugenio Rodriguez. Mr. Rodriguez’s request is based upon the Sex Offender Residency Requirements, or prohibitions, in Chapter 30 ½ of the City’s Code of Ordinances.

The Code of Ordinances, Chapter 30 ½ -3 provides if a person is required to register on the department of public safety's sex offender database because of a violation involving a victim who was less than seventeen (17) years of age, it is unlawful for that person to establish a permanent residence or temporary residence within one thousand (1,000) feet of any premise where children commonly gather. Premise where children commonly gather includes parks and playgrounds. For purposes of determining distance, the requirement is measured by following a straight line from the outer property line of the permanent or temporary residence to the nearest property line of the premises where children commonly gather.

Mr. Rodriguez is required to register for life as a Sex Offender, based upon his following convictions:

<u>Offense</u>	<u>Victim</u>	<u>Sentence and Date of Sentence</u>
Aggravated Sex Assault – Child	10-year-old male friend	10 years TDCJ on 1/22/1981
Aggravated Sex Assault	17-year-old male friend	10 years TDCJ on 1/22/1981
Aggravated Kidnapping w/Intent to Commit Sex Assault	11-year-old female friend	45 years TDCJ on 11/30/1981
Aggravated Sex Assault – Child	10-year-old male stranger	10 years TDCJ on 1/22/1982
Sexual Assault – Child	9-year-old female stranger	10 years TDCJ on 3/19/1982

Mr. Rodriguez is now 67 years old, and was approximately 30 years old at the time of the offenses. As a result of the 11/30/1981 conviction, Mr. Rodriguez is on parole until 2035. Mr. Rodriguez was released on parole in approximately September 2018.

Mr. Rodriguez’s variance request lists his residence at 704 West Willis. This residence is approximately 919 feet from Sealy Park. Mr. Rodriguez also verbally inquired about residing at 215 North Jackson Street, which is next to and adjacent to 704 West Willis. Although the property line for this location itself is greater than 1,000 feet (approximately 1,024 feet), part of the residential structure is in the lot on 704 West Willis, and therefore falls within the exclusion zone.

Although not specifically covered by our Ordinance, in addition to the exclusion zone created by Sealy Park, both residences are within 1,000 feet of a juvenile group home, which is licensed and regulated by the Texas Health and Human Services Commission. This is a home with developmentally or intellectually disabled juveniles who have been forensically placed in the home.

Staff does not recommend approval of the variance.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/2018 SLH

Supporting documents attached:

- Variance Request

Recommendation:

Reviewed by Department Head, if applicable

Reviewed by City Attorney, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Manager

10/22/2018

Rec
10/25/18
DK

Dear Mayor and City Counsel,
My name is Eugenio Rodriguez. I am 67 years old and a registered sex offender. I currently reside at 704 Willis St. which is right next door to a business I will manage and have managed successfully in the past.

I entered a long term lease agreement after my current parole officer approved my address. It wasn't until after I scheduled an appointment with Lt. Trust that I was informed about Alvin City's Ordinance.

The purpose of this request is to plead that I be granted a variance which will allow me to live at the aforementioned address.

I will be the first to admit that I have an ugly past and I understand that your priority rests with protecting the citizens of Alvin.

Before making a decision please consider the safeguards that are in place which the parole board will strictly enforce.

I wear a G.P.S. ankle monitor that monitors me in real time. I have a daily schedule that I must follow. Any deviation from that schedule will result in a parole violation.

Included with the letter is a copy of that schedule.

Please note that most of my time is spent at work. As I've mentioned I live right next to to my job.

I'm allowed one hour to shop; I will attend group 204 twice a week for one hour and one and a half hours at a SOTP therapy session.

My schedule even prohibited me from visiting my mother's grave site. She died this year.

All I ask is that you give me a chance and trust the Parole Board to do its job.

Thank you for your valuable time.

Sincerely,
Eugenio Rodriguez

RAC: (1)

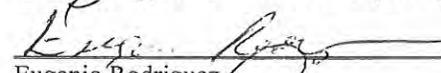
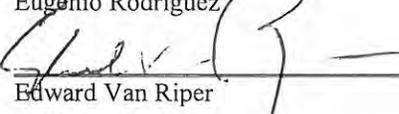
SISP / ELECTRONIC MONITORING/ PROGRAMS OFFENDER DAILY SCHEDULE

Day and Date	HOME		WORK / JOB SEARCH		COUNSELING / EDUCATION / DAILY LIVING NEEDS		
	Out	In	Time	Address	Time	Address	
Monday 10/29/18	7:00 AM	7:00 PM	7:15 AM - 6:45 PM	Georges Cleaners-702 west Willis, Alvin, Texas			
TUESDAY 10/23/18	7:00 AM	8:30 PM	7:15 AM - 6:45 PM	Georges Cleaners-702 west Willis, Alvin, Texas	6:30 PM - 8:00 PM	SOTP-1212 N. Velasco #013, Angleton, Texas	
WEDNESDAY 10/24/18	7:00 AM	7:00 PM	7:15 AM - 6:45 PM	Georges Cleaners-702 west Willis, Alvin, Texas	12:00 PM - 1:00 PM	Taylor Street Group-204 Taylor, Alvin, Texas	10:30 AM - 11:30 AM Walmart-401 SH-35, Alvin, Texas
THURSDAY 10/25/18	7:00 AM	7:00 PM	7:15 AM - 6:45 PM	Georges Cleaners-702 west Willis, Alvin, Texas	12:00 PM - 1:00 PM	Taylor Street Group-204 Taylor, Alvin, Texas	
FRIDAY 10/26/18	7:00 AM	7:00 PM	7:15 AM - 6:45 PM	Georges Cleaners-702 west Willis, Alvin, Texas			
SATURDAY 10/27/18	No	Activity					
SUNDAY 10/28/18	No	Activity					

I have read my daily schedule and I am aware that I am expected to be at home, work, counseling / educational programs, or attending to approved activities of daily living as noted above.

Rodriguez, Eugenio / [REDACTED] **W. Willis, Alvin, TX**
 Offender's Printed Name/ TDCJ# / Home Address/City

1 of 1

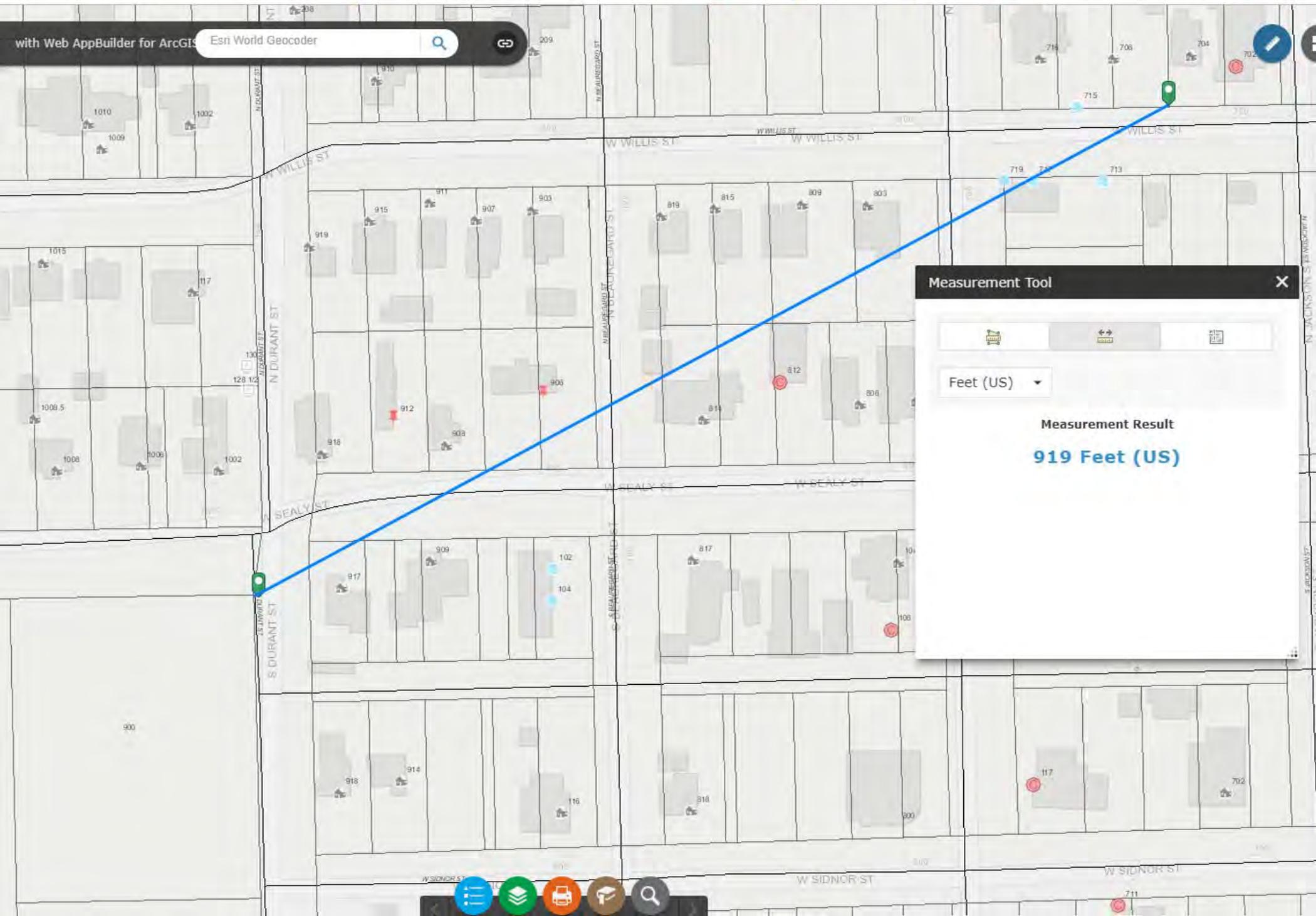
 10/18/18
 Eugenio Rodriguez Date
 10/18/18
 Edward Van Riper Date

SENIOR PAROLE OFFICER Jennifer Thompsom
 ANGLETON DPO (979) 849-2461
 DIRECT OFFICE (979) 848-5772
 CELLULAR (979) 264-2690
 FAX (979) 849-9279
 Edward.vanripe@tdcj.texas.gov

Office Visit 10/29/18 @ 8:30A

Dist: Original - File
 Copy - Offender

with Web AppBuilder for ArcGIS Esri World Geocoder



Measurement Tool [X]

[Icon: Measure] [Icon: Clear] [Icon: Print]

Feet (US) ▾

Measurement Result

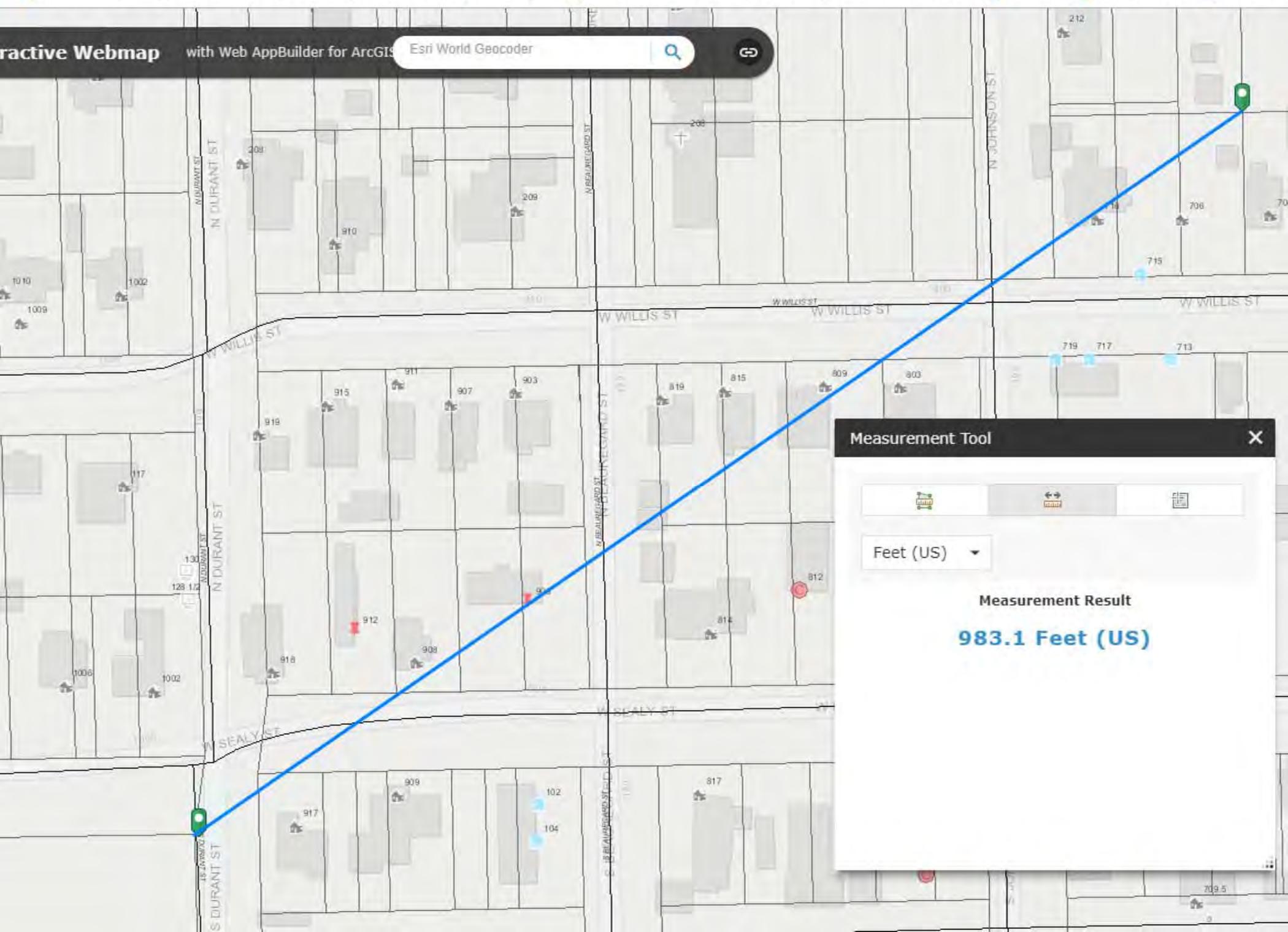
919 Feet (US)



Interactive Webmap

with Web AppBuilder for ArcGIS

Esri World Geocoder



Measurement Tool [Close]

[Tools icons]

Feet (US) [Dropdown]

Measurement Result

983.1 Feet (US)



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: Economic Development

Contact: Larry Buehler, Director

Agenda Item: Consider Resolution 18-R-43, approving an offer from Joy Ranch, LLC to purchase approximately 215.452 acres (Municipal Landfill Property at the end of CR38) from the City of Alvin, for the sum of \$1,012,630.00, and authorizing the Mayor or his designee, to execute all related documents upon legal review; providing for Opening Meetings and other related matters.

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: The City of Alvin has approximately 215.453 acres of land located at the end of County Road 38, of which 18.453 acres is a former city landfill, decommissioned through the Texas Commission on Environmental Quality. The City, through Section 253.014 of the Local Government Code that authorizes a home rule city to sell a tract of real property that is owned by the municipality using a state-licensed real estate broker, listed the property for sale. Joy Ranch, LLC responded with an offer and through negotiations agreed upon the stated price for the entire tract of land. Staff recommends approval of Resolution 18-R-43.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/2018 SLH

Supporting documents attached:

- Unimproved Property Contract
- Resolution 18-R-43

Recommendation: Move to approve Resolution 18-R-43, approving an offer from Joy Ranch, LLC to purchase approximately 215.452 acres (Municipal Landfill Property at the end of CR38) from the City of Alvin, for the sum of \$1,012,630.00, and authorizing the Mayor or his designee, to execute all related documents upon legal review; providing for Opening Meetings and other related matters.

Reviewed by Department Head, if applicable

Reviewed by City Attorney, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Manager

RESOLUTION NO. 18-R-43

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, AUTHORIZING THE SALE OF APPROXIMATELY 215.452 ACRES OF CITY PROPERTY, WHICH INCLUDES APPROXIMATELY 18.452 ACRES ENCUMBERED BY A FORMER MUNICIPAL LANDFILL; AND AUTHORIZE THE MAYOR TO EXECUTE NECESSARY DOCUMENTS FOR THE SALE OF THIS PROPERTY SUBJECT TO LEGAL REVIEW.

WHEREAS, the City Council has determined that a parcel of City property of approximately 215.453 acres (more particularly described as A0455 A, B, & M, Tract 1C-1D, 1B, in Exhibit "A," attached hereto and incorporated herein for all purposes) which includes the former municipal landfill property, is no longer needed for public purposes;

WHEREAS, the Property is now vacant, is not being used for any public purposes, and the City is required to maintain this vacant property; and

WHEREAS, the City desires to sell the Property and has obtained an appraisal to determine the fair market value of the said Property; and

WHEREAS, Section 253.014 of the Local Government Code authorizes a home rule city to sell a tract of real property that is owned by the municipality using a state-licensed real estate broker for a negotiated sum, and upon such terms and conditions as the City Council may deem to be fair and adequate compensation, without the necessity of a public auction or competitive bidding; and

WHEREAS, the City entered into an agreement with Lindsey Vaughn, a real estate broker duly licensed by the Texas Real Estate Commission, to advertise and negotiate the term of the sale; and

WHEREAS, Joy Ranch, LLC, has agreed to purchase the Property for the negotiated sum of \$1,012,630.00; and

WHEREAS, the City Council has determined that sale of this Property is appropriate;

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

Section 1. That the Mayor is hereby authorized and directed on behalf of the City of Alvin to execute the necessary documents to transfer title for the sale of the Property (as described in the first recital herein) upon legal review, and to take all steps necessary to effectuate the sale of the property.

Section 2. 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, Chapter 551 of the Texas Government Code.

PASSED and APPROVED on the 6th day of December 2018.

THE CITY OF ALVIN, TEXAS

ATTEST

Paul A. Horn, Mayor

Dixie Roberts, City Secretary

181231-05

PROMULGATED BY THE TEXAS REAL ESTATE COMMISSION (TREC)

2-12-18



UNIMPROVED PROPERTY CONTRACT
NOTICE: Not For Use For Condominium Transactions



1. PARTIES: The parties to this contract are City of Alvin (Seller) and Joy Ranch, LLC or Assigns (Buyer). Seller agrees to sell and convey to Buyer and Buyer agrees to buy from Seller the Property defined below.

2. PROPERTY: Lot _____, Block _____, 215.453 acres of A0455 A B & M, TRACT 1C-1D, 1B, Brazoria County, Texas Addition, City of Alvin, County of Brazoria Texas, known as _____ (address/zip code), or as described on attached exhibit together with all rights, privileges and appurtenances pertaining thereto, including but not limited to: water rights, claims, permits, strips and gores, easements, and cooperative or association memberships (the Property).
RESERVATIONS: Any reservation for oil, gas, or other minerals, water, timber, or other interests is made in accordance with an attached addendum.

3. SALES PRICE:
A. Cash portion of Sales Price payable by Buyer at closing\$ 1,012,630.00
B. Sum of all financing described in the attached: Third Party Financing Addendum, Loan Assumption Addendum, Seller Financing Addendum\$ 0
C. Sales Price (Sum of A and B)\$ 1,012,630.00

4. LICENSE HOLDER DISCLOSURE: Texas law requires a real estate license holder who is a party to a transaction or acting on behalf of a spouse, parent, child, business entity in which the license holder owns more than 10%, or a trust for which the license holder acts as trustee or of which the license holder or the license holder's spouse, parent or child is a beneficiary, to notify the other party in writing before entering into a contract of sale. Disclose if applicable: _____

5. EARNEST MONEY: Within 3 days after the Effective Date, Buyer must deliver \$ 5,000 as earnest money to Burr Buckalew, as escrow agent, at Riverway Title, 5 Riverway Suite 300 Houston, TX 77056, bbuckalew@riverwaytitle.com; 713-979-2917 (address). Buyer shall deliver additional earnest money of \$ 0 to escrow agent within 0 days after the Effective Date of this contract. If Buyer fails to deliver the earnest money within the time required, Seller may terminate this contract or exercise Seller's remedies under Paragraph 15, or both, by providing notice to Buyer before Buyer delivers the earnest money. If the last day to deliver the earnest money falls on a Saturday, Sunday, or legal holiday, the time to deliver the earnest money is extended until the end of the next day that is not a Saturday, Sunday, or legal holiday. **Time is of the essence for this paragraph.**

6. TITLE POLICY AND SURVEY:
A. **TITLE POLICY:** Seller shall furnish to Buyer at Seller's Buyer's expense an owner's policy of title insurance (Title Policy) issued by Riverway Title (Title Company) in the amount of the Sales Price, dated at or after closing, insuring Buyer against loss under the provisions of the Title Policy, subject to the promulgated exclusions (including existing building and zoning ordinances) and the following exceptions:
(1) Restrictive covenants common to the platted subdivision in which the Property is located.
(2) The standard printed exception for standby fees, taxes and assessments.
(3) Liens created as part of the financing described in Paragraph 3.
(4) Utility easements created by the dedication deed or plat of the subdivision in which the Property is located.
(5) Reservations or exceptions otherwise permitted by this contract or as may be approved by Buyer in writing.
(6) The standard printed exception as to marital rights.
(7) The standard printed exception as to waters, tidelands, beaches, streams, and related matters.
(8) The standard printed exception as to discrepancies, conflicts, shortages in area or boundary lines, encroachments or protrusions, or overlapping improvements:
 (i) will not be amended or deleted from the title policy; or
 (ii) will be amended to read, "shortages in area" at the expense of Buyer Seller.
(9) The exception or exclusion regarding minerals approved by the Texas Department of Insurance.
B. **COMMITMENT:** Within 20 days after the Title Company receives a copy of this contract, Seller shall furnish to Buyer a commitment for title insurance (Commitment) and, at Buyer's expense, legible copies of restrictive covenants and documents evidencing exceptions in the Commitment (Exception Documents) other than the standard printed exceptions. Seller authorizes the Title Company to deliver the Commitment and Exception Documents to Buyer at Buyer's address

Initialed for Identification by Buyer [Signature] and Seller [Signature]

shown in Paragraph 21. If the Commitment and Exception Documents are not delivered to Buyer within the specified time, the time for delivery will be automatically extended up to 15 days or 3 days before the Closing Date, whichever is earlier. If the Commitment and Exception Documents are not delivered within the time required, Buyer may terminate this contract and the earnest money will be refunded to Buyer.

- C. SURVEY: The survey must be made by a registered professional land surveyor acceptable to the Title Company and Buyer's lender(s). (Check one box only)
- (1) Within _____ days after the Effective Date of this contract, Seller shall furnish to Buyer and Title Company Seller's existing survey of the Property and a Residential Real Property Affidavit promulgated by the Texas Department of Insurance (T-47 Affidavit). If Seller fails to furnish the existing survey or affidavit within the time prescribed, Buyer shall obtain a new survey at Seller's expense no later than 3 days prior to Closing Date. If the existing survey or affidavit is not acceptable to Title Company or Buyer's lender(s), Buyer shall obtain a new survey at Seller's Buyer's expense no later than 3 days prior to Closing Date.
 - (2) Within 30 days after the Effective Date of this contract, Buyer shall obtain a new survey at Buyer's expense. Buyer is deemed to receive the survey on the date of actual receipt or the date specified in this paragraph, whichever is earlier.
 - (3) Within _____ days after the Effective Date of this contract, Seller, at Seller's expense shall furnish a new survey to Buyer.
- D. OBJECTIONS: Buyer may object in writing to (i) defects, exceptions, or encumbrances to title: disclosed on the survey other than items 6A(1) through (7) above; or disclosed in the Commitment other than items 6A(1) through (9) above; (ii) any portion of the Property lying in a special flood hazard area (Zone V or A) as shown on the current Federal Emergency Management Agency map; or (iii) any exceptions which prohibit the following use or activity:

Buyer must object the earlier of (i) the Closing Date or (ii) 10 days after Buyer receives the Commitment, Exception Documents, and the survey. Buyer's failure to object within the time allowed will constitute a waiver of Buyer's right to object; except that the requirements in Schedule C of the Commitment are not waived. Provided Seller is not obligated to incur any expense, Seller shall cure any timely objections of Buyer or any third party lender within 15 days after Seller receives the objections (Cure Period) and the Closing Date will be extended as necessary. If objections are not cured within the Cure Period, Buyer may, by delivering notice to Seller within 5 days after the end of the Cure Period: (i) terminate this contract and the earnest money will be refunded to Buyer; or (ii) waive the objections. If Buyer does not terminate within the time required, Buyer shall be deemed to have waived the objections. If the Commitment or Survey is revised or any new Exception Document(s) is delivered, Buyer may object to any new matter revealed in the revised Commitment or Survey or new Exception Document(s) within the same time stated in this paragraph to make objections beginning when the revised Commitment, Survey, or Exception Document(s) is delivered to Buyer.

E. TITLE NOTICES:

- (1) ABSTRACT OR TITLE POLICY: Broker advises Buyer to have an abstract of title covering the Property examined by an attorney of Buyer's selection, or Buyer should be furnished with or obtain a Title Policy. If a Title Policy is furnished, the Commitment should be promptly reviewed by an attorney of Buyer's choice due to the time limitations on Buyer's right to object.
- (2) MEMBERSHIP IN PROPERTY OWNERS ASSOCIATION(S): The Property is is not subject to mandatory membership in a property owners association(s). If the Property is subject to mandatory membership in a property owners association(s), Seller notifies Buyer under 55.012, Texas Property Code, that, as a purchaser of property in the residential community identified in Paragraph 2 in which the Property is located, you are obligated to be a member of the property owners association(s). Restrictive covenants governing the use and occupancy of the Property and all dedicatory instruments governing the establishment, maintenance, and operation of this residential community have been or will be recorded in the Real Property Records of the county in which the Property is located. Copies of the restrictive covenants and dedicatory instruments may be obtained from the county clerk. You are obligated to pay assessments to the property owners association(s). The amount of the assessments is subject to change. Your failure to pay the assessments could result in enforcement of the association's lien on and the foreclosure of the Property.

Section 207.003, Property Code, entitles an owner to receive copies of any document that governs the establishment, maintenance, or operation of a subdivision, including, but not limited to, restrictions, bylaws, rules and regulations, and a resale certificate from a property owners' association. A resale certificate contains information including, but not limited to, statements specifying the amount and frequency of regular assessments and the style and cause number of lawsuits to which the property owners' association is a party, other than lawsuits relating to unpaid ad valorem taxes of an individual member of the association. These documents must be made available to you by the property owners' association or the association's agent on your request.

If Buyer is concerned about these matters, the TREC promulgated Addendum for Property Subject to Mandatory Membership in a Property Owners Association should be used.

Initialed for identification by Buyer and Seller

- (3) **STATUTORY TAX DISTRICTS:** If the Property is situated in a utility or other statutorily created district providing water, sewer, drainage, or flood control facilities and services, Chapter 49, Texas Water Code, requires Seller to deliver and Buyer to sign the statutory notice relating to the tax rate, bonded indebtedness, or standby fee of the district prior to final execution of this contract.
- (4) **TIDE WATERS:** If the Property abuts the tidally influenced waters of the state, §33.135, Texas Natural Resources Code, requires a notice regarding coastal area property to be included in the contract. An addendum containing the notice promulgated by TREC or required by the parties must be used.
- (5) **ANNEXATION:** If the Property is located outside the limits of a municipality, Seller notifies Buyer under §5.011, Texas Property Code, that the Property may now or later be included in the extraterritorial jurisdiction of a municipality and may now or later be subject to annexation by the municipality. Each municipality maintains a map that depicts its boundaries and extraterritorial jurisdiction. To determine if the Property is located within a municipality's extraterritorial jurisdiction or is likely to be located within a municipality's extraterritorial jurisdiction, contact all municipalities located in the general proximity of the Property for further information.
- (6) **PROPERTY LOCATED IN A CERTIFICATED SERVICE AREA OF A UTILITY SERVICE PROVIDER:** Notice required by §13.257, Water Code: The real property, described in Paragraph 2, that you are about to purchase may be located in a certificated water or sewer service area, which is authorized by law to provide water or sewer service to the properties in the certificated area. If your property is located in a certificated area there may be special costs or charges that you will be required to pay before you can receive water or sewer service. There may be a period required to construct lines or other facilities necessary to provide water or sewer service to your property. You are advised to determine if the property is in a certificated area and contact the utility service provider to determine the cost that you will be required to pay and the period, if any, that is required to provide water or sewer service to your property. The undersigned Buyer hereby acknowledges receipt of the foregoing notice at or before the execution of a binding contract for the purchase of the real property described in Paragraph 2 or at closing of purchase of the real property.
- (7) **PUBLIC IMPROVEMENT DISTRICTS:** If the Property is in a public improvement district, §5.014, Property Code, requires Seller to notify Buyer as follows: As a purchaser of this parcel of real property you are obligated to pay an assessment to a municipality or county for an improvement project undertaken by a public improvement district under Chapter 372, Local Government Code. The assessment may be due annually or in periodic installments. More information concerning the amount of the assessment and the due dates of that assessment may be obtained from the municipality or county levying the assessment. The amount of the assessments is subject to change. Your failure to pay the assessments could result in a lien on and the foreclosure of your property.
- (8) **TEXAS AGRICULTURAL DEVELOPMENT DISTRICT:** The Property is is not located in a Texas Agricultural Development District. For additional information, contact the Texas Department of Agriculture.
- (9) **TRANSFER FEES:** If the Property is subject to a private transfer fee obligation, §5.205, Property Code requires Seller to notify Buyer as follows: The private transfer fee obligation may be governed by Chapter 5, Subchapter G of the Texas Property Code.
- (10) **PROPANE GAS SYSTEM SERVICE AREA:** If the Property is located in a propane gas system service area owned by a distribution system retailer, Seller must give Buyer written notice as required by §141.010, Texas Utilities Code. An addendum containing the notice approved by TREC or required by the parties should be used.
- (11) **NOTICE OF WATER LEVEL FLUCTUATIONS:** If the Property adjoins an impoundment of water, including a reservoir or lake, constructed and maintained under Chapter 11, Water Code, that has a storage capacity of at least 5,000 acre-feet at the impoundment's normal operating level, Seller hereby notifies Buyer: "The water level of the impoundment of water adjoining the Property fluctuates for various reasons, including as a result of: (1) an entity lawfully exercising its right to use the water stored in the impoundment; or (2) drought or flood conditions."

7. PROPERTY CONDITION:

- A. **ACCESS, INSPECTIONS AND UTILITIES:** Seller shall permit Buyer and Buyer's agents access to the Property at reasonable times. Buyer may have the Property inspected by inspectors selected by Buyer and licensed by TREC or otherwise permitted by law to make inspections. Seller at Seller's expense shall immediately cause existing utilities to be turned on and shall keep the utilities on during the time this contract is in effect.
NOTICE: Buyer should determine the availability of utilities to the Property suitable to satisfy Buyer's needs.
- B. **ACCEPTANCE OF PROPERTY CONDITION:** "As Is" means the present condition of the Property with any and all defects and without warranty except for the warranties of title and the warranties in this contract. Buyer's agreement to accept the Property As Is under Paragraph 7B (1) or (2) does not preclude Buyer from inspecting the Property under Paragraph 7A, from negotiating repairs or treatments in a subsequent amendment, or from terminating this contract during the Option Period, if any.

- (Check one box only)
- (1) Buyer accepts the Property As Is.
- (2) Buyer accepts the Property As Is provided Seller, at Seller's expense, shall complete the following specific repairs and treatments: _____

(Do not insert general phrases, such as "subject to inspections" that do not identify specific repairs and treatments.)

- C. **COMPLETION OF REPAIRS:** Unless otherwise agreed in writing: (i) Seller shall complete all agreed repairs and treatments prior to the Closing Date; and (ii) all required permits must be obtained, and repairs and treatments must be performed by persons who are licensed to provide such repairs or treatments or, if no license is required by law, are commercially engaged in the trade of providing such repairs or treatments. At Buyer's election, any transferable warranties received by Seller with respect to the repairs and treatments will be transferred to Buyer at Buyer's expense. If Seller fails to complete any agreed repairs and treatments prior to the Closing Date, Buyer may exercise remedies under Paragraph 15 or extend the Closing Date up to 5 days, if necessary, for Seller to complete repairs and treatments.
- D. **ENVIRONMENTAL MATTERS:** Buyer is advised that the presence of wetlands, toxic substances, including asbestos and wastes or other environmental hazards, or the presence of a threatened or endangered species or its habitat may affect Buyer's intended use of the Property. If Buyer is concerned about these matters, an addendum promulgated by TREC or required by the parties should be used.
- E. **SELLER'S DISCLOSURES:** Except as otherwise disclosed in this contract, Seller has no knowledge of the following:
- (1) any flooding of the Property which has had a material adverse effect on the use of the Property;
 - (2) any pending or threatened litigation, condemnation, or special assessment affecting the Property;
 - (3) any environmental hazards that materially and adversely affect the Property;
 - (4) any dumpsite, landfill, or underground tanks or containers now or previously located on the Property;
 - (5) any wetlands, as defined by federal or state law or regulation, affecting the Property; or
 - (6) any threatened or endangered species or their habitat affecting the Property.
8. **BROKERS' FEES:** All obligations of the parties for payment of brokers' fees are contained in separate written agreements.
9. **CLOSING:**
- A. The closing of the sale will be on or before January 31, 2019, or within 7 days after objections made under Paragraph 6D have been cured or waived, whichever date is later (Closing Date). If either party fails to close the sale by the Closing Date, the non-defaulting party may exercise the remedies contained in Paragraph 15.
- B. At closing:
- (1) Seller shall execute and deliver a general warranty deed conveying title to the Property to Buyer and showing no additional exceptions to those permitted in Paragraph 6 and furnish tax statements or certificates showing no delinquent taxes on the Property.
 - (2) Buyer shall pay the Sales Price in good funds acceptable to the escrow agent.
 - (3) Seller and Buyer shall execute and deliver any notices, statements, certificates, affidavits, releases, loan documents and other documents reasonably required for the closing of the sale and the issuance of the Title Policy.
 - (4) There will be no liens, assessments, or security interests against the Property which will not be satisfied out of the sales proceeds unless securing the payment of any loans assumed by Buyer and assumed loans will not be in default.
10. **POSSESSION:**
- A. **Buyer's Possession:** Seller shall deliver to Buyer possession of the Property in its present or required condition upon closing and funding.
- B. **Leases:**
- (1) After the Effective Date, Seller may not execute any lease (including but not limited to mineral leases) or convey any interest in the Property without Buyer's written consent.
 - (2) If the Property is subject to any lease to which Seller is a party, Seller shall deliver to Buyer copies of the lease(s) and any move-in condition form signed by the tenant within 7 days after the Effective Date of the contract.
11. **SPECIAL PROVISIONS:** (Insert only factual statements and business details applicable to the sale. TREC rules prohibit license holders from adding factual statements or business details for which a contract addendum or other form has been promulgated by TREC for mandatory use.)

agent may: (i) require a written release of liability of the escrow agent from all parties, (ii) require payment of unpaid expenses incurred on behalf of a party, and (iii) only deduct from the earnest money the amount of unpaid expenses incurred on behalf of the party receiving the earnest money.

- C. DEMAND: Upon termination of this contract, either party or the escrow agent may send a release of earnest money to each party and the parties shall execute counterparts of the release and deliver same to the escrow agent. If either party fails to execute the release, either party may make a written demand to the escrow agent for the earnest money. If only one party makes written demand for the earnest money, escrow agent shall promptly provide a copy of the demand to the other party. If escrow agent does not receive written objection to the demand from the other party within 15 days, escrow agent may disburse the earnest money to the party making demand reduced by the amount of unpaid expenses incurred on behalf of the party receiving the earnest money and escrow agent may pay the same to the creditors. If escrow agent complies with the provisions of this paragraph, each party hereby releases escrow agent from all adverse claims related to the disbursement of the earnest money.
- D. DAMAGES: Any party who wrongfully fails or refuses to sign a release acceptable to the escrow agent within 7 days of receipt of the request will be liable to the other party for (i) damages; (ii) the earnest money; (iii) reasonable attorney's fees; and (iv) all costs of suit.
- E. NOTICES: Escrow agent's notices will be effective when sent in compliance with Paragraph 21. Notice of objection to the demand will be deemed effective upon receipt by escrow agent.

19. REPRESENTATIONS: All covenants, representations and warranties in this contract survive closing. If any representation of Seller in this contract is untrue on the Closing Date, Seller will be in default. Unless expressly prohibited by written agreement, Seller may continue to show the Property and receive, negotiate and accept back up offers.

20. FEDERAL TAX REQUIREMENTS: If Seller is a "foreign person," as defined by Internal Revenue Code and its regulations, or if Seller fails to deliver an affidavit or a certificate of non-foreign status to Buyer that Seller is not a "foreign person," then Buyer shall withhold from the sales proceeds an amount sufficient to comply with applicable tax law and deliver the same to the Internal Revenue Service together with appropriate tax forms. Internal Revenue Service regulations require filing written reports if currency in excess of specified amounts is received in the transaction.

21. NOTICES: All notices from one party to the other must be in writing and are effective when mailed to, hand-delivered at, or transmitted by fax or electronic transmission as follows:

To Buyer
 at: Joy Ranch, LLC
P.O. Box 27209 Houston, TX 77227
 Phone: (832) 380-2020
 Fax: (832) 380-2031
 E-mail: KJoy@JoyHoldings.com; RSpence@JoyHoldings.com

To Seller
 at: The City of Alvin
c/o Suzanne Hanneman
 Phone: (281) 388-4222
 Fax: ()
 E-mail: Shanneman@cityhall.cityofalvin.com

22. AGREEMENT OF PARTIES: This contract contains the entire agreement of the parties and cannot be changed except by their written agreement. Addenda which are a part of this contract are (check all applicable boxes):

- | | |
|---|--|
| <input type="checkbox"/> Third Party Financing Addendum | <input type="checkbox"/> Addendum for Coastal Area Property |
| <input type="checkbox"/> Seller Financing Addendum | <input checked="" type="checkbox"/> Environmental Assessment, Threatened or Endangered Species and Wetlands Addendum |
| <input type="checkbox"/> Addendum for Property Subject to Mandatory Membership in a Property Owners Association | <input type="checkbox"/> Addendum for Property Located Seaward of the Gulf Intracoastal Waterway |
| <input type="checkbox"/> Buyer's Temporary Residential Lease | <input type="checkbox"/> Addendum for Sale of Other Property by Buyer |
| <input type="checkbox"/> Seller's Temporary Residential Lease | <input type="checkbox"/> Addendum for Property in a Propane Gas System Service Area |
| <input type="checkbox"/> Addendum for Reservation of Oil, Gas and Other Minerals | <input type="checkbox"/> Other (list): _____ |
| <input type="checkbox"/> Addendum for "Back-Up" Contract | _____ |
| <input type="checkbox"/> Addendum Concerning Right to Terminate Due to Lender's Appraisal | _____ |

- 23. TERMINATION OPTION:** For nominal consideration, the receipt of which is hereby acknowledged by Seller, and Buyer's agreement to pay Seller \$ 0 (Option Fee) within 3 days after the Effective Date of this contract, Seller grants Buyer the unrestricted right to terminate this contract by giving notice of termination to Seller within _____ days after the Effective Date of this contract (Option Period). Notices under this paragraph must be given by 5:00 p.m. (local time where the Property is located) by the date specified. If no dollar amount is stated as the Option Fee or if Buyer fails to pay the Option Fee to Seller within the time prescribed, this paragraph will not be a part of this contract and Buyer shall not have the unrestricted right to terminate this contract. If Buyer gives notice of termination within the time prescribed, the Option Fee will not be refunded; however, any earnest money will be refunded to Buyer. The Option Fee will will not be credited to the Sales Price at closing. Time is of the essence for this paragraph and strict compliance with the time for performance is required.
- 24. CONSULT AN ATTORNEY BEFORE SIGNING:** TREC rules prohibit real estate license holders from giving legal advice. READ THIS CONTRACT CAREFULLY.
- 25. CONTRACT AS OFFER:** The execution of this contract by the first party constitutes an offer to buy or sell the Property. Unless the other party accepts the offer by 5:00 p.m., in the time zone in which the Property is located, on 11/16/18, the offer will lapse and become null and void.

Buyer's
 Attorney is: Regan Spence
P.O. Box 27209 Houston, TX 77227

 Phone: (832) 380-2018

 Fax: (832) 380-2020

 E-mail: RSpence@JoyHoldings.com

Seller's
 Attorney is: Suzanne Hanneman
216 W. Sealy Street Alvin TX 77511

 Phone: (281) 388-4222

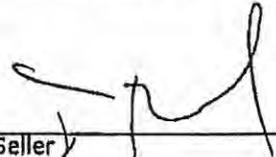
 Fax: () _____

 E-mail: SHanneman@cityHall.cityofAlvin.com

EXECUTED the 16th day of November, 2018 (Effective Date).
 (BROKER: FILL IN THE DATE OF FINAL ACCEPTANCE.)

Joy Ranch, LLC
 By: J. Kelly Joy Manager

 Buyer _____


 Seller _____

Buyer _____

Seller _____

 The form of this contract has been approved by the Texas Real Estate Commission. TREC forms are intended for use only by trained real estate license holders. No representation is made as to the legal validity or adequacy of any provision in any specific transactions. It is not intended for complex transactions. Texas Real Estate Commission, P.O. Box 12188, Austin, TX 78711-2188, (512) 936-3000 (http://www.trec.texas.gov) TREC NO. 9-13. This form replaces TREC NO. 9-12.

BROKER INFORMATION
 (Print name(s) only, Do not sign)

Texas First Real Estate Realtors License 392374
 Other Broker Firm License No.

RE/MAX American Dream License No. [REDACTED]
 Listing Broker Firm License No.

represents Buyer only as Buyer's agent
 Seller as Listing Broker's subagent

represents Seller and Buyer as an intermediary
 Seller only as Seller's agent

Tommy Thomas Realtors License 596225
 Associate's Name License No.

Lindsey Vaughn 0495137
 Listing Associate's Name License No.

sheriffommythomas@gmail.com 281-414-1224
 Associate's Email Address Phone

Lindsey@listwithvaughn.com
 Listing Associate's Email Address Phone

Tommy Thomas (Self)
 Licensed Supervisor of Associate License No.

Lindsey Vaughn License No. [REDACTED]

1116 FM 109 979-992-3425
 Other Broker's Address Phone

2101 Hwy 35 Bypass N 281-6108353
 Listing Broker's Office Address Phone

New Ulm TX 78950
 City State Zip

Alvin TX 77511
 City State Zip

Selling Associate's Name License No.

Selling Associate's Email Address Phone

Licensed Supervisor of Selling Associate License No.

Selling Associate's Office Address

City State Zip

Listing Broker has agreed to pay Other Broker 3% of the total sales price when the Listing Broker's fee is received. Escrow agent is authorized and directed to pay Other Broker from Listing Broker's fee at closing.

OPTION FEE RECEIPT			
Receipt of \$ _____ (Option Fee) in the form of _____ is acknowledged.			
Seller or Listing Broker _____			Date _____
EARNEST MONEY RECEIPT			
Receipt of \$ _____ Earnest Money in the form of _____ is acknowledged.			
Escrow Agent _____	Received by _____	Email Address _____	Date/Time <u>11/19/18 12:20 pm</u>
Address _____		Phone _____	
City _____	State _____	Zip _____	Fax _____
CONTRACT RECEIPT			
Receipt of the Contract is acknowledged.			
Escrow Agent _____	Received by _____	Email Address _____	Date <u>11/16/18</u>
Address _____		Phone _____	
City _____	State _____	Zip _____	Fax _____
ADDITIONAL EARNEST MONEY RECEIPT			
Receipt of \$ _____ additional Earnest Money in the form of _____ is acknowledged.			
Escrow Agent _____	Received by _____	Email Address _____	Date/Time _____
Address _____		Phone _____	
City _____	State _____	Zip _____	Fax _____



PROMULGATED BY THE TEXAS REAL ESTATE COMMISSION (TREC)

12-05-11



ENVIRONMENTAL ASSESSMENT, THREATENED OR ENDANGERED SPECIES, AND WETLANDS ADDENDUM

TO CONTRACT CONCERNING THE PROPERTY AT

215.453 acres of AD455 A B & M, Tract 1C-1D, 1B Brazoria
(Address of Property) County, Texas

- A. ENVIRONMENTAL ASSESSMENT:** Buyer, at Buyer's expense, may obtain an environmental assessment report prepared by an environmental specialist.
- B. THREATENED OR ENDANGERED SPECIES:** Buyer, at Buyer's expense, may obtain a report from a natural resources professional to determine if there are any threatened or endangered species or their habitats as defined by the Texas Parks and Wildlife Department or the U.S. Fish and Wildlife Service.
- C. WETLANDS:** Buyer, at Buyer's expense, may obtain a report from an environmental specialist to determine if there are wetlands, as defined by federal or state law or regulation.

Within 20 days after the effective date of the contract, Buyer may terminate the contract by furnishing Seller a copy of any report noted above that adversely affects the use of the Property and a notice of termination of the contract. Upon termination, the earnest money will be refunded to Buyer.

[Signature]
Buyer

[Signature]
Seller

Buyer

Seller

 This form has been approved by the Texas Real Estate Commission for use with similarly approved or promulgated contract forms. Such approval relates to this form only. TREC forms are intended for use only by trained real estate licensees. No representation is made as to the legal validity or adequacy of any provision in any specific transactions. It is not suitable for complex transactions. Texas Real Estate Commission, P.O. Box 12188, Austin, TX 78711-2188, 512-936-3000 (<http://www.trec.texas.gov>) TREC No. 28-2. This form replaces TREC No. 28-1.



**RIVERWAY
TITLE**

**ACKNOWLEDGEMENT OF
RECEIPTED CONTRACT AND
EARNEST MONEY**

Date of Acknowledgement: November 19, 2018

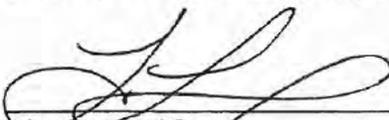
Riverway Title hereby acknowledges receipt of the attached Contract and Earnest Money in the amount of \$5,000.00 for the following transaction:

Property Address: , Alvin, TX
Buyer(s): Joy Ranch, LLC and or assigns
Seller(s): City of Alvin
GF Number: [REDACTED]

If you have any questions regarding the Receipt of this Contract, please contact your Escrow Officer and reference your GF Number.

Escrow Officer: Charlotte Sanders
csanders@riverwaytitle.com

Contract & Earnest Money Received By:



Riverway Title
5 Riverway, Suite 300
Houston, Texas 77056
(713) 266-2595

11/21/2018
Date

Riverway Title
Houston's Premier Commercial and Residential Title Company
www.riverwaytitle.com

Transaction Detail



Transaction Details	
Date:	19-Nov-2018
Account Number:	[REDACTED]
Bank ID:	[REDACTED]
Transaction:	Incoming Money Transfer Credit (195)
Currency:	USD
Amount:	5,000.00
Credit/Debit:	CREDIT
Customer Ref #:	000000000000
Bank Reference:	[REDACTED]
Value Date:	
Immediate Avail:	0.00
1 Day Float:	0.00
2 Day Float:	0.00
Text:	[REDACTED]



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: Economic Development **Contact:** Larry Buehler, Director

Agenda Item: Consider Resolution 18-R-44, for the re-appointment of directors on the Kendall Lakes TIRZ Board and Authority Board for even numbered positions from December 31, 2018 to December 31, 2020; and consider appointment of board chair.

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: The Kendall Lakes Tax Increment Reinvestment Zone (TIRZ) was created in 2005 to assist in the development of Kendall Lakes, a residential, commercial, and industrial area on the north side of the City of Alvin. There is a tax increment that is used for providing the needed infrastructure for the site through the ability of using bond proceeds. The TIRZ Authority and Board have the responsibility to develop policies that ensure good quality development for this site. TIRZ board members serve staggered even and odd year terms. Those positions up for re-appointment are Position #1 held by Armando Cespedes, Position #4 held by Vicki Ennis, Position # 6 held by Scott Salter, and Position #8 held by Ton Stansel. The Chair of both the Board and Authority is Ricky Kubeczka and this position is reappointed each year. Staff recommends the current directors be reappointed in their respective terms that would expire December 31, 2020, and to reappoint Ricky Kubeczka as the Chair of both the TIRZ and Authority Boards.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/2018 SLH

Supporting documents attached:

- Resolution No. 18-R-44
- List of board members and their terms.

Recommendation: Move to approve Resolution 18-R-44, re-appointing Position #1 held by Armando Cespedes, Position #4 held by Vicki Ennis, Position # 6 held by Scott Salter, Position #8 held by Ton Stansel to the Kendall Lake TIRZ Board and Authority who's terms will expire December 31, 2020, and to reappoint Ricky Kubeczka as Chair of both the TIRZ and the Authority Board.

Reviewed by Department Head, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Attorney, if applicable

Reviewed by City Manager

RESOLUTION NO. 18-R-44

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, CONFIRMING AND RATIFYING THE REAPPOINTMENT OF RICKY KUBECZKA AS THE CHAIR THROUGH DECEMBER 31, 2019; POSITION #1 HELD BY ARMANDO CESPEDES, POSITION #4 HELD BY VICKI ENNIS, POSITION # 6 HELD BY SCOTT SALTER, POSITION #8 HELD BY TON STANSEL OF THE BOARD OF DIRECTORS OF REINVESTMENT ZONE NUMBER TWO, CITY OF ALVIN, TEXAS AND THE KENDALL LAKES TIRZ REDEVELOPMENT AUTHORITY BOARD FOR TERMS EXPIRING DECEMBER 31, 2020; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City Council adopted Ordinance No. 03-XXX designating a contiguous area within the City of Alvin as Reinvestment Zone Number Two, City of Alvin, Texas (“Zone No. 2”) under the provisions of Chapter 311 of the Texas Tax Code; and

WHEREAS, Ordinance 03-XXX created a Board of Directors for Zone No. 2 with twelve members, eight of such members, being positions One through Eight, to be nominated and appointed by City Council, and four of such members, being positions Nine through Twelve, to be nominated and appointed by other taxing units levying taxes in Zone No. 2, unless such taxing units have not appointed a director by January 15, 2005, which, in such case, the City Council shall be entitled to nominate and appoint members to positions Nine through Twelve; and

WHEREAS, the City Council hereby confirms and ratifies the duly qualified persons listed below for appointment to the respective positions and for the respective terms described below; and

WHEREAS, the City Council hereby confirms and ratifies the duly qualified person listed in Position Nine, Ricky Kubeczka, to serve as Chair of the Board of Directors for the duration listed below; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALVIN:

Section 1. Findings

(a) That the facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct and are adopted as part of this Resolution for all purposes.

(b) It is hereby found and declared that all the nominees listed in Section 2 are either (i) qualified voters of the City or (ii) at least 18 years of age and own real property in Zone No. 2.

Section 2. Confirmation and Ratification of Appointment to Board of Directors

That the City Council does hereby confirm and ratify the appointment to the Board of Directors of Reinvestment Zone Number Two, City of Alvin, Texas, the duly qualified persons to the positions and terms as follows:

<u>Name and Address</u>	<u>Position</u>	<u>Term Expires</u>
Aramco Cespedes 215 Victory Lane Alvin, Texas 77511	Two	December 31, 2020
Vicki Ennis_ 802 South Hill Alvin, Texas 77511	Four	December 31, 2020
Scott Salter 2210 Louise St. Alvin, Texas 77511	Six	December 31, 2020
Tom Stansel 2237 Abingdon Road Alvin, Texas 77511	Eight	December 31, 2020

Section 3. Appointment of Chair of the Board of Directors

That the City Council does hereby confirm and ratify the appointment of Ricky Kubeczka as the Chair of the Board of Directors of Zone No. 2 and shall serve in such position until December 31, 2019 or until a successor is appointed and qualified.

Section 4. Open Meetings Act. It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

This Resolution shall be effective on the date of passage in accordance with the Alvin City Charter.

AND, IT IS SO RESOLVED.

PASSED AND APPROVED on the 6th day of December 2018.

THE CITY OF ALVIN, TEXAS

ATTEST

Paul A. Horn, Mayor

Dixie Roberts, City Secretary

Alvin TIRZ 2 / Kendall Lakes Redevelopment Authority

Board of Directors

as of December 6, 2018

Nominator	Director	Board Position	Term Expires
Mayor	POSITION # 1 (Term: 2 Year) Lindsey Vaughn 1217 South Bend Drive Alvin, Texas 77511		12/31/2019
District C	POSITION # 2 (Term: 2 Year) Armando Cespedes 1215 Victory Ln. Alvin, Texas 77511	Asst Secretary	12/31/2018
District A	POSITION # 3 (Term: 2 Year) Alfred Froberg 3601 West Highway 6 Alvin, TX 77511		12/31/2019
District B	POSITION # 4 (Term: 2 Year) Vicki Ennis 802 S Hill Alvin, Texas 77511		12/31/2018
At Large 1	POSITION # 5 (Term: 2 Year) Andy Reyes 390 E. Adoue St. Alvin, Texas 77511	Vice-Chair	12/31/2019
District D	POSITION # 6 (Term: 2 Year) Scott Salter 2210 Louise St. Alvin, Texas 77511		12/31/2018

Alvin TIRZ 2 / Kendall Lakes Redevelopment Authority

Board of Directors

as of December 6, 2018

Nominator	Director	Board Position	Term Expires
District E	POSITION # 7 (Term: 2 Year) Ron Mercer 1517 Highland Dr. Alvin, Texas 77511		12/31/2019
At Large 2	POSITION # 8 (Term: 2 Year) Tom Stansel 2237 Abingdon Road Alvin, Texas 77511	Secretary	12/31/2018
Developer	POSITION # 9 (Term: 2 Year) Ricky Kubeczka Term: 1 Year P.O. Box 863 Alvin, Texas 77512-0863	Chair	12/31/2019 12/31/2018



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: City Secretary

Contact: Dixie Roberts, City Secretary

Agenda Item: Consider various appointments to boards and commissions.

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: Current terms will expire for various citizen boards committees and commissions on December 31, 2018.

All board or commission members with expiring terms were mailed notification letters along with a Consent and Willingness to Serve form. Volunteer recruitment ads were published in the Alvin Sun, the City's monthly newsletter, and notifications were pushed out via the City's social media networks. Members appointed during this process will begin service in January 2019. All residency requirements have been verified.

Staff suggests that Council have a time of discussion to decipher which appointments should be made to specific boards/commissions. Once a consensus is agreed upon motions can be made for appointments for each board/commission.

PLANNING COMMISSION: City Charter calls for 5-11 members, resident, 3 year terms.

- Board currently comprised of 9 members (including termed member)
 - Termed member: Chris Hartman
- Current Applicants:

Chris Hartman *	Roger Stuksa (new applicant)
Richard Garivey (new applicant)	Jamie Vaughn (new applicant)
Carrie Parker (new applicant) CA	Clarence Wittwer (new applicant)
Khristey Reeves (new applicant)	

*indicates termed members reapplying - CA = Graduate of Citizens Academy

Carrie Parker and Jamie Vaughn both currently serve on the Parks and Recreation Board (terms are not up at this time), and have submitted their application to serve on the Planning Commission, in addition to the Parks and Recreation Board. They would like to serve on both Parks and Planning Commission if allowed.

Motion: Move to appoint _____ to serve a 3-year term on the Planning Commission.

PARKS AND RECREATION BOARD: City Charter calls for 7-9 members, 2 year terms, resident, qualified voter with interest in leisure time.

- Board currently comprised of 6 members (including termed members)
 - Termed members: Terrie Beasley, Kerry Ulm and Open Seat held by Debra Palin who recently resigned.
- 3 seats open
- Current Applicants:

Terrie Beasley *	Richard Garivey (new applicant)
Kerry Ulm *	Randall Race (new applicant) CA
Duke Adkisson (new applicant)	Khristey Reeves (new applicant)

CA = Graduate of Citizens Academy

*indicates termed members reapplying

Motion: Move to appoint _____ to serve a 2-year term on the Parks and Recreation Board.

SENIOR CITIZENS BOARD: Ordinance calls for 7 members, 2 year terms.

- Board currently comprised of 7 members (including termed members)
 - Termed members: Marie Hodges, Beverly Kimbrough, Nell Shimek and Darrell Brady (does not wish to re-serve)
- 4 seats open
- Current Applicants:

Marie Hodges *	Mallory Durst (new applicant)
Beverly Kimbrough*	Dale Jones (new applicant)
Nell Shimek *	Judy Roark (new applicant)
Charles Buckelew (new applicant)	Khristey Reeves (new applicant)
John Burkey (new applicant) CA	

*indicates termed members reapplying - CA = Graduate of Citizens Academy

Motion: Move to appoint _____ to serve a 2-year term on the Senior Citizens Board.

PUBLIC LIBRARY BOARD: Ordinance calls for at least 5 members who must reside within the corporate limits of the City, 2 members **may** be appointed from the Alvin area in Brazoria County, provided that such members have resided within such area for at least 1 year preceding their appointment, 3-year terms.

- Board currently comprised of 5 members
- Board can have up to 7 members

Khristey Reeves (new applicant)

*indicates termed members reapplying

Motion: Move to appoint _____ to serve a 3-year term on the Alvin Public Library Board.

BUILDING BOARD OF ADJUSTMENTS AND APPEALS: Ordinance calls for 5 members, 2 year terms.

- Board currently comprised of 5 members (including termed members).
 - Termed member: Santos Garza, Roger Stuksa, Sussie Sutton and Martin Vela
- 4 seats open.
- Current Applicants:

Roger Stuksa *
Sussie Sutton *
Martin Vela*
Santos Garza*

*indicates termed members reapplying

James Thompson is the fifth member to this board. His term expires in 2019.

Motion: Move to appoint _____ to serve a 2-year term on the Building Board of Adjustments and Appeals.

Non-Active Boards

BOARD OF ETHICS AND COMPLIANCE (Created by Charter and Ordinance): For lack of volunteer interest, appointments to this board were last made in 2013. All terms have now expired; the board has not met since 2010. The Board shall consist of five members who shall serve two year staggered terms. Board

appointees will not be reappointed for at least two years following the termination of the last appointment. Board members must be residents of the City. No member of the board shall hold elective or appointed office under the city or any other government, hold any other political party office or be a candidate *for any of the aforementioned offices*. *The board shall meet at least once each calendar quarter.*

CULTURAL DIVERSITY AWARENESS COMMISSION (Created by Ordinance): For lack of volunteer interest, appointments to this board were last made in 2009. All terms have expired; the board has not met since 2010. The Cultural Diversity Awareness Commission was created by Ordinance No 95-HH. The Commission shall be comprised of six (6) voting members and two (2) associate members who shall be appointed by the Mayor and ratified by the City Council. All members of the Commission shall serve staggered three (3) year terms. This Commission was originally created by Resolution 93-R-7 and was known as the Racial Tolerance Commission).

ELECTRICAL BOARD (Created by Ordinance): Appointments were last made to this board in 2009. All terms have expired; the board has not met since 2003. A recommendation to disband this board will be included in the next ordinance update to the international building code.

PLUMBING APPEALS AND ADVISORY BOARD (Created by ordinance): Appointments were last made to this board in 2012. All terms have expired; the board has not met since 1996. Chapter 17 of the Code of Ordinances provides for a Plumbing Board which shall consist of five (5) members who shall be appointed by the City Council for three (3) year terms. A recommendation to disband this board will be included in the next update to the international building.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/2018 SLH

Supporting documents attached:

- Applicant Information Spreadsheet

Recommendation: Make appointments to the Planning Commission, Parks Board, Senior Citizens Board, Library Board and the Building Board of Adjustments/Appeals.

Reviewed by Department Head, if applicable

Reviewed by City Attorney, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Manager

Board/Commission Re-Serve Applicant Information 12/6/18

First Name	Last Name	Employment	Occupation	Resident of Alvin	Board to Re-Serve	Past Boards Served on	Citizen's Academy	Notes Provided on Consent and Willingness to Serve Form
Roger	Stuksa	Retired		59 years	BBOAA	BBOAA, Past City Council member		Just want to help. Listed all boards.
Martin	Vela	Brazoria County	Fire Marshal	18 years	BBOAA	Planning, BBOAA, Citizen Advisory, Comprehensive Planning		I am currently a code compliance official with Brazoria County and interested in developments within the City of Alvin.
Santos	Garza	Self Employed	Electrician	59 years	BBOAA	Planning, BBOAA, Charter Review x2, Land Use, Electrical		I want to give back to my community by being a voice on these boards and committees.
Sussie	Sutton	City of La Marque	Development Coordinator	38 years	BBOAA	Planning		I have 25 years of development experience with the City of Alvin and LaMarque working with residential and big box commercial developers.
Terrie	Beasley	UTMB	Senior Acquisitional Specialist	26 years	Parks & Recreation	Parks & Recreation		To enrich the visual and aesthetic environment of city parks; advise on long term goals and vision where all citizens benefits. Highly ethical and independent thinker.
Kerry	Ulm	USPS	CCA	3 1/2 years	Parks & Recreation	Citizens Academy, Charter Review, Parks & Recreation	Yes	I enjoy walking, reading. Anything to do with the outdoors: camping, hiking, swimming, etc.
Chris	Hartman	Retired		28 years	Planning	Planning Commission		I am very much interested in the growth opportunities of the City of Alvin. This includes ensuring that development adheres to the City Code of Ordinances as various developments come before the Planning Commission. I do not hesitate in expressing my views or concerns when in opposition or support of said developments. Generally involving sub-division platting. I feel the Alvin 2035 Comprehensive Plan is an excellent document for guiding the City development in the years to come.
Marie	Hodges	Retired		45 years	Seniors	Seniors		Make a better community for all; getting involved and to know more about Alvin and its people.
Beverly	Kimbrough	Retired		25 years	Seniors	Seniors		Have been on the Senior Citizen's Board since 2005 and would like to stay teaching fine art and I have been teaching at the Senior Center since 2005 and would love to keep teaching.
Nell	Shimek	Retired		41 years	Seniors	Seniors		My love for the City of Alvin and its activities. Helping seniors and encouraging seniors to be active.

Board/Commission New Applicant Information 12/6/18

First Name	Last Name	Employment	Occupation	Resident of Alvin	Board to Serve	Past Boards Served on	Citizen's Academy	Notes Provided on Consent and Willingness to Serve Form
Coleena	Newman	Dept. of Veteran Affairs	Review Appraiser	6 Years	Animal Shelter	None		I'm a long time pet owner, and care deeply for the welfare of animals. I would like to be involved with the Animal Shelter Board.
Suzanne	Glaze	Kwik Kar	Vehicle Inspector	31 years	Ethics Board	None		Live in Alvin 31 years by choice. I love Alvin and the community. Would like to be involved.
Richard	Garivey	Faust Distributing Co.	On-Premise Account Manager	7 years	Ethics Board, Parks & Recreation , Planning	None		As a resident of this fine City for the past 7 years, I've seen some positive things happen, as well as negative. With the intentions of making Alvin my family's permanent city of residence, I want to do as much as I can to help make this place even greater. Coming from a large law enforcement family, I was always taught and brought up to adapt, adjust, and overcome. As a baseball/softball coach and umpire here in Alvin, I see a bunch of our youth enjoying our city. I want to be sure it stays that way and make it even better. I've always been one to give back to my community, as an active member of the HLSR Go Texan committee (Alvin/Pearland sub-committee) and as a mentor to our youth, I do things to make life better for our youth. I've been a member of a National law enforcement association since I was in middle school, assisting in fundraising for scholarships, and creating a scholarship application that adhered to the average kid who put in the hardest of work and may not have made the best grades but always kept trying to better themselves! As you see, I've focused on the communities youth, which is why I believe I would do great on the parks and recs board. the planning commission; I want what's best for our youth in their future so why not start now with solid stable planning! The Board of Ethics and Compliance; without Ethics and Compliance, who suffers the most, our youth, because they will be the ones left to clean up the mess left behind for many years. I believe I can do our city a great deed in serving on these boards as well as help pave a bright future for our community!
Duke	Adkisson	Retired	Retired		Ethics Board; Parks & Recreation ; Seniors	None		32 years Law Enforcement (20 with City of Alvin), Mental Health Officer, Crisis/Hostage Negotiator, Field Training Officer/Instructor, U.S.Army Veteran Viet Nam. Interested in continuing to serve within the community in any capacity.
Khristey	Reeves	eKyros.com	Software Account Manager	1 year	Library, Parks & Recreation , Planning , Seniors	None		I am passionate about supporting the community I live and work in. I believe it is our responsibility to be involved, engaged, serve and so what we can to make it a better place to live and make a positive impact in the lives of residents when and how we can. I am an avid history fan and have a deep interest and desire to see Alvin do more to preserve, educate and promote the history of our town, buildings, landmarks and historic cemeteries. I would love to see a Historical Society be formed in addition to our museum. I have served, supported and worked for non profit organizations for past 20 years as an employee, board member, volunteer coordinator, project manager and hands on volunteer. I continue to encourage volunteerism by promoting volunteer opportunities through social media and advertising non profits organizations in order to engage volunteers in service that makes a difference in their communities and important causes.
Randall	Race	Retired	Retired	8 years	Parks & Recreation	None	Yes	Interested in keeping Alvin great. I have a small business in Alvin, interested in keeping kids safe.
Carrie	Parker	Aetna, Inc.	Senior Project Manager	35 years	Planning	Parks & Recreation, Library	Yes	I am interested in joining the Planning Commission in order to have a more impact on the future of our city. I currently serve on both the Parks and Recreation Board and the Library Board and am seeking more opportunities to serve my community. Term is not up on either board, but would like to also serve on the Planning Commission in addition to Parks and Library.

Board/Commission New Applicant Information 12/6/18 Cont'd.

First Name	Last Name	Employment	Occupation	Resident of Alvin	Board to Serve	Past Boards Served on	Citizen's Academy	Notes Provided on Consent and Willingness to Serve Form
Jamie	Vaughn	Unicat	Warehouse Lead	8 years	Planning	Parks & Recreation		Currently serving on the Parks Board and volunteer with numerous organizations. Term is not up on the Parks Board - would like to serve on both Planning and Parks.
Clarence	Wittwer	City of Pearland	Public Works Director	25 years	Planning	None		I have been involved in numerous projects over the years resulting in several nationally recognized programs for the City of Houston such as obtaining American Public Works accreditation for Bio-solids, Manhole Monitoring and much more. I managed projects for the City of South Houston that led to TCEQ recognition as a Superior Water system. I am an active volunteer for Shriners Children's Hospitals, a past member of Alvin Noon Lions Club and Alvin Masonic Lodge.
Charles	Buckelew	Retired	Retired	47	Seniors	Currently on Planning & Ethics Board		I am a daily attendee at the Senior Center and witness the benefits provided. I want the Senior Center to continue provide quality programs for our seniors.
John	Burkey	Retired	Retired	12 years	Seniors	None	Yes	I would like to be part of a senior citizens programs and help ensure the needs of the seniors are met in the future. As a senior citizen and my interactions with seniors weekly basis I believe I have insight into their needs.
Mallory	Durst	Durst Direct Medical Care, PLLC, independent contractor with Trumen Physicians & Associates	Physician Assistant, geriatrics & internal medicine	6 years	Seniors	None		I am seeking to be a part of the Senior Citizens Board. For the past 5 years, I have been a physician assistant in geriatrics/internal medicine. I have performed medical house call visits, worked in various personal care homes, long term/skilled nursing facilities and assisted living facilities in Alvin and surrounding areas. I have an enormous passion to serve our aging community. I have seen the need in both the home and facility setting for greater interaction with our elderly, attention to their personal needs and a desire to connect with other people. It brings me joy to be of service to my elders, and I would love the opportunity to be more involved with the Alvin senior community. I feel that my medical background in geriatrics and established rapport with local facilities and families would be a great asset to the board.
Dale	Jones	Power Source	Management	12 years	Seniors	Senior Board		Community concerns; want to help where I can.
Judy	Roark	Retired	Retired	28 years	Seniors	None		Love of community, active in wanting to help others especially seniors; active in politics and community affairs.



AGENDA COMMENTARY

Meeting Date: 12/6/2018

Department: City Manager

Contact: Junru Roland, City Manager

Agenda Item: Consider the cancellation of the December 20, 2018 City Council meeting.

Type of Item: Ordinance Resolution Contract/Agreement Public Hearing Plat Discussion & Direction Other

Summary: There are no tentative major items for consideration for the regular City Council meeting scheduled for December 20, 2018. The cancellation of said meeting will give members of council and staff extra time to spend with family and friends during the Christmas season.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A

Funding Account: _____ **Amount:** _____ **1295 Form Required?** Yes No

Legal Review Required: N/A Required **Date Completed:** 12/3/18 SLH _____

Supporting documents attached:

Recommendation: Move to approve the cancellation of the December 20, 2018 City Council meeting.

Reviewed by Department Head, if applicable

Reviewed by City Attorney, if applicable

Reviewed by Chief Financial Officer, if applicable

Reviewed by City Manager