

**MINUTES**  
**CITY OF ALVIN, TEXAS**  
**REGULAR CITY COUNCIL MEETING**  
**THURSDAY SEPTEMBER 17, 2020**  
**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 virtual meeting, with the following members present: Mayor Paul A. Horn; Mayor Pro-Tem Joel Castro; Councilmembers: Gabe Adame, Keith Thompson, and Martin Vela.

**Staff members present:** Junru Roland, City Manager; Suzanne Hanneman, City Attorney; Dixie Roberts, City Secretary; Michael Higgins, Chief Financial Officer; Brandon Moody, Public Services Director; and Robert E. Lee, Chief of Police.

*This meeting was held via video/teleconference in accordance with the order of the office of the governor issued March 16, 2020, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the coronavirus (covid-19).*

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Horn gave the invocation.

Council member Castro led the Pledge of Allegiance to the American Flag and Council member Thompson led the Pledge to the Texas Flag.

**PUBLIC COMMENT**

There were no comments from the public.

**CONSENT AGENDA**

Consider approval of the September 3, 2020 City Council Regular meeting minutes.

Accept resignation from Kerry Ulm from the Parks and Recreation Board.

*Kerry Ulm submitted her resignation from the Parks and Recreation Board for her term ending on December 31, 2020. She is moving outside of the city. This agenda item is the formal acceptance of her resignation.*

*With the resignation of Ms. Ulm, there will be seven (7) members on this board. The City Charter states that the Parks and Recreation Board is to be comprised of at least seven (7) members with no more than nine (9) members. No appointment to this board is necessary at this time.*

Consider Resolution 20-R-25, adopting the City of Alvin Investment Policy for Fiscal Year 2020-2021; providing for an effective date; and setting forth other related matters.

*Pursuant to Chapter 2256.005 of the Texas Government Code, the Texas Public Funds Investment Act (PFIA), the governing body of an investing entity shall review its investment policy and strategies not less than annually. The City’s current Investment Policy was certified by the Government Treasurers’ Organization of Texas (GTOT) as meeting the requirements of the Public Funds Investment on March 31, 2019. The certification remains effective through March 31, 2021.*

*As part of the investment policy review process, the investment policy requires that the investment officer (CFO) conduct an annual review of all financial institutions and broker/dealers who are qualified to invest City funds. In addition, the policy requires that a list of those qualified financial institutions and brokers/dealers be maintained pursuant to the investment policy. Staff is not recommending any updates to the investment policy for Fiscal Year 2020-2021.*

Consider an award of Bid 20-06 to UniFirst Corporation, as the vendor for the City’s uniform services for two (2) years with an option to continue for an additional two (2) years at the same price and conditions; and authorize the City Manager to sign the contract upon legal review.

*Uniforms are supplied to Public Services, Parks & Recreation, and Inspection staff. On July 21, 2020, uniform bids were opened and UniFirst was the lowest bidder. Upon approval, an award letter will be sent to the vendor and city departments.*

Consider an award of Bid 20-10 to JDB Services, Inc., as the vendor for the purchase of stabilized sand for one (1) year with an option to renew for an additional one (1) year at the same price and conditions; and authorize the City Manager to sign the contract upon legal review.

*Stabilized sand is used as a base material for roadways, driveways, installing culverts, and the installation of water/wastewater lines. On August 11, 2020, bids were opened and JDB Services, Inc. was the lowest bidder. The references for this company have been verified and are satisfactory. Upon approval, an award letter will be sent to the vendor and city departments.*

Consider an award of Bid 20-12 to Core & Main LP, as the vendor for the purchase of water/wastewater parts and fittings for one (1) year with an option for one (1) additional year at the same price and conditions; and authorize the City Manager to sign the contract upon legal review.

*Water/Wastewater parts and fittings are used in the maintenance and repairs of the water and sanitary sewer system. On August 11, 2020, bids were opened, and Core & Main LP was the lowest bidder. The references for this company have been verified and are satisfactory. Upon approval, an award letter will be sent to the vendor and city departments.*

Council member Castro moved to approve the consent agenda as presented. Seconded by Council member Thompson; motion carried on a vote of 4 Ayes.

### **OTHER BUSINESS**

Consider an award of Bid 20-05 to Mitchell Contracting, Inc., for the Northeast and Northwest Basin Sanitary Sewer Rehabilitation Project in an amount not to exceed \$540,265.00; and authorize the City Manager to sign the contract upon legal review.

*On August 4, 2020, bids were opened for the Northeast and Northwest Basin Sanitary Sewer Rehabilitation Project, and Mitchell Contracting, Inc. was the qualified bidder. Freese and Nichols, the City's consultant that designed the project, and City Staff, reviewed all bids that were received and have recommended Mitchell Contracting, Inc. (recommendation letter attached).*

*Original Project Estimate: \$647,820.00*

<i>Contract Amount:</i>	<i>\$491,150.00 (Base Bid)</i>
<i>10% Contingency:</i>	<i>\$49,115.00</i>
<b><i>Total Amount:</i></b>	<b><i>\$540,265.00</i></b>

*This project consists of the rehabilitation of approximately 920 linear feet of sanitary sewer laterals and the rehabilitation of 69 manholes. Once complete, these improvements will minimize the amount of inflow and infiltration entering the sanitary sewer system.*

*The project is scheduled to start in October 2020 and has a construction time of 122 calendar days. Staff recommends bid award and contract to Mitchell Contracting Inc. This project will be paid for out of the Utility Projects Fund.*

Council member Castro moved to award Bid 20-05 to Mitchell Contracting, Inc., for the Northeast and Northwest Basin Sanitary Sewer Rehabilitation Project in an amount not to exceed \$540,265.00; and authorize the City Manager to sign the contract upon legal review. Seconded by Council member Adame; motion carried on a vote of 4 Ayes.

### **REPORTS FROM CITY MANAGER**

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

Mr. Junru Roland announced items of community interest and reviewed the preliminary list for the October 1st 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.

Council member Thompson complimented Brandon Moody, Public Services Director on the mowing of the detention pond on South Street. Mr. Moody provided an update on the land acquisition for the Interceptor Project.

**ADJOURNMENT**

Mayor Horn adjourned the meeting at 7:15 p.m.

PASSED and APPROVED the 1<sup>st</sup> day of October 2020.

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

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