

MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL
SPECIAL WORKSHOP MEETING
TUESDAY FEBRUARY 10, 2015 - 5:00 P.M.

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in Special Workshop Session at 5:05 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn, Terry Droege, Mayor Pro-tem, Council members: Gabe Adame, Adam Arendell, Scott Reed, Brad Richards, Roger Stuksa and Keith Thompson. Also present: Junru Roland, Interim City Manager; Bobbi Kacz, City Attorney; and Dixie Roberts, City Clerk.

INVOCATION

Mayor Horn gave the invocation.

PLEDGE OF ALLEGIANCE

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

UPDATE AND DISCUSSION REGARDING THE PARKING SPACE ORIENTATION ALONG 100-200 WEST SEALY

Michelle Segovia presented City Council with three options for the parking along the 100-200 blocks of West Sealy which included the option of designating Sealy Street as a one way thoroughfare between Gordon and Hood Street.

After brief discussion City Council asked staff to move the center striping along Sealy between Gordon and Hood Street to allow for an easier flow of traffic.

Retreat Purpose - Mayor

Mayor Horn stated that this retreat is intended for Council to set goals and objectives for the year. He thanked staff for their efforts in compiling a departmental list of goals objectives.

State of the City Budget, Interim City Manager

Mr. Roland, Chief Financial Officer and Interim City Manager reviewed major Funds revenues and expenditures, and Fund balances through January 2015. He also reviewed the current annual debt schedule through 2024.

Council member Arndell left meeting at 5:55 p.m.

Mr. Roland proposed the following mid-year budget amendments:

General Fund: hire one full time kennel tech for Animal Shelter (\$12/hr. + benefits) (\$22,000.00); and postpone the hiring of a Human Resources Director until July 2015 - \$22,000.00. Net increase/(decrease) of \$0.

Municipal Court Technology Fund: lease of new copier; (\$2,000.00); *Net increase/(decrease):* (\$2,000.00).

Sanitation or Contingency Fund: Keep Alvin Beautiful (\$5,000.00). City Council would like an itemized budget of what is this money is being spent on. *Net increase/(decrease):* (\$5,000.00).

Hotel Occupancy Fund - NSSF Shot Show Conference – (\$9,500.00); *Net increase/(decrease):* (\$9,500.00).

Impact Fee Fund – engineering for Dyche Lane elevated storage tank (\$300,000.00); Utility Master Plan (carryover from FY 2014) (\$66,700.00). *Net increase/(decrease):* (\$366,700.00).

EMS Fund – Additional revenue (2015 Emergency Service District contract \$41,830.00; Salary Expense Increase (April 1) (\$32,690.00); *Net increase/(decrease):* \$9,140.00.

Sales Tax Fund – fuel for 1 loader & 1 dozer [\$9,600.00/month] (\$67,200.00); Rent/Lease 2 dump truck [\$7,680/month] (\$107,520.00); Miscellaneous costs (\$25,280.00); *Net increase/(decrease):* (\$200,000.00).

Council discussed the idea of purchasing a dump truck instead of leasing through the Vehicle Replacement Fund.

Major Initiatives:

Sales Tax Fund – Reduction in Fund Balance. \$6M in FY 2013; Less: \$1.5M Mustang Road; Less \$1.5M Rehabilitation of asphalt streets; Less: Detention Pond.

General Fund – Roof repairs and improvements (City Hall, Police Dept., Alvin Museum); City Hall security renovation; debt issuance.

Utility Fund: Issue \$10.3M in Certificates of Obligation – WWTP Expansion \$7.6M; Automated Meter Reading \$2.7M

City Council felt that the mid-year budget amendment items as presented by Mr. Roland were feasible.

Mayor Horn called for a break at 6:45 p.m.

Mayor Horn reconvened the meeting at 6:50 p.m.

Review Council Procedures, City Attorney /City Clerk

The City Attorney and City Clerk reviewed rules and procedures relating to City Council and the meetings of such.

Discussion of Staff Goals & Objectives, Interim City Manager

The benefits of the Strategic Planning & Goal Setting: Council's early involvement; Direction for City Manager; Expedites the council work-sessions on the proposed budget. Goals for FY 15-16: Enhance Communications & Technology; Maintain Infrastructure, Enable Growth & Revitalization; Maintain a Well Managed City; Enhance the Quality of Life.

Enable Growth and Revitalization (promote growth and revitalization following the Comprehensive Master Plan):

Parks

- Elevate neighborhood viability through park and recreation improvements; and new programs.
- Amend the City's subdivision regulations to require that parkland dedication & subsequent improvement occur during the 1st phase of subdivision development.
- Revise parkland dedication fees & ordinance to allow for community park dedication and subsequent fund allocation outside of the dedicated zone.

Engineering / Streets / Economic Development

- Update the City's Thoroughfare Plan.

Economic Development

- Initiate the necessary process for consideration of implementing zoning.
- Develop the City's annexation policy and plan to include SH 288 corridor.
- Develop the city-wide density plan.
- Launch economic development grant program.
- Implement of 2014 Strategic plan.
- Work with Brazoria County, TxDOT and HGAC to complete FM 528 extension.
- Finalize developer's agreement with Martha's Vineyard project.
- Complete the revision of the Heritage South 380 Agreement.
- Assist to bring in the planned hospital facility.
- Secure Bypass 35 roadway maintenance and repairs.
- Secure the final tract of land & proceed with beautification of BNSF leased property.

Enhance Communication and Technology (Build relationships through communication, technology and training).

Police

- Implement equipment replacement program.

Public Services (Code Compliance)

- Provide helpful assistance & resources to property owners to comply with municipal codes.

City Clerk

- Implement standardized program to track Public Information Requests citywide.
- Cultivate communication with citizens, businesses and other organizations within the city regarding public information.
- Create social media outlets to provide real-time information to citizens.

Economic Development

- Creation of new annual report.
- Coordination of information on available land & commercial building for sale/lease in Alvin.

Finance

- Implement cloud backup for data that has built-in disaster recovery solutions.
- Look into upgrading Utility Billing Department's software.

Maintain Infrastructure (Maintain existing facilities and infrastructure).Public Services (Streets)

- Perform traffic and drainage studies for future projects.
- Continue Street Resurfacing & Road Construction Program (asphalt rehab/overlay) with the County.
- Provide crack sealing to reduce erosion of existing roads.
- Asphalt & Concrete Rehab (from 2014 citywide assessment).

Public Services (Utilities)

- Construction of Dyché Lane Elevated Storage Tank.
- Work towards projects proposed by the Utility Master Plan.
- WWTP Expansion.
- I&I maintenance program.
- Replace at least 1,000 linear feet of water line.

Engineering

- Oversee Kost Detention pond project in conjunction with C&R 3.
- Complete construction of Mustang Road Rehab Project.
- Complete Engineering design of the proposed detention pond at South/Durant.
- City Hall Renovation.

Parks

- Roof replacements (City Hall, Museum, & PD).
- Require tree preservation for residential development.
- Protect the existing street trees by incorporating provisions for tree preservation into the unified development ordinance.

City Clerk

- Prepare a comprehensive revision of the regulations of Oak Park Cemetery Consideration.

Maintain a Well Managed City (promote a culture of innovation and service).Public Safety (Code Compliance)

- Revise local health, building, and development codes to streamline the process of addressing health and/or safety risks.
- Respond and resolve code violations expeditiously.
- Remove dilapidated structures.
- Update, Change, and Revise various code ordinances.

Public Safety (Streets)

- Implement routine mowing (ditches, 35 bypass, 2 landfills).

Public Safety

- Automated Meter Reading System.

Finance

- Update the Municipal Court's procedural manual.
- Maintain "healthy" fund balance reserves.

- Complete the payroll interface with Executime Software.

City Clerk

- Implementation of Records Management Program.

Enhance the Quality of Life (Provide an excellent quality of life for all Alvin Citizens).

Police

- Reduce the incidence of crime.
- Reduce the number of motor vehicle accidents.

Public Services (Streets)

- Look into sidewalks for school route.

EMS

- Provide Exceptional Patient Care.
- Response times less than 8 minutes.
- Peer Review for Critical Responses.
- Improve Demographic Patient Collection.
- Establish Patient Satisfaction Survey.

Discussion of Council Goals & Objectives

Council discussed the gun range project at length. Council parameters:

1. City does not want to contribute tax dollars to the project.
2. The City is opposed to issuing GO bonds or Certificates of Obligations for the project.
3. The City is willing to contribute land to the project.
4. The City is leaning toward the creation of a Local Government Corporation (LGC) to hold the property and manage the development and operation of the sports shooting park.
5. The City does not want to turn over management of the shooting park.
6. The City understands that they would have to get seed money to the LGC.
7. The City wants to produce revenues for other City purposes.

Next Steps - Provide the City's Financial Advisors with:

- The Alvin Municipal Sport Shooting Park and Youth Development Center Business Plan; prepared by Cayenne Consulting.
- Council's parameters.
- Email communications from Olson & Olson & bond counsel.
- Request that the Financial Advisors review the information and seek possible funding mechanisms.

Julie Siggers, Convention Visitor's Bureau Director reviewed information obtained from the recent Shot Show in Las Vegas. The consensus of Council agreed with the parameters and next steps toward the project as listed above.

Council member Arendell entered the meeting at 7:45 p.m.

Compiling & Approving Goals & Objections, Mayor

Members of Council expressed their interest in selling the city's Oak Park Cemetery.

Economic Development Look Ahead, Economic Development

Larry Buehler, Economic Development Director gave a brief overview of forthcoming projects within the city.

Council Comments or Concerns, Mayor

Council member Arendell gave a brief update on the status of the installation of quiet zones through town. He stated that he and members of staff had a meeting with HDR Architects. From that meeting it was discovered that neither medians nor quad gates would be required at the Gordon Street intersection. The use of wayside horns would be permitted. Liability will not be an issue.

Council member Arendell stated that he would like to see the ordinance that is being amended that will address of 18 wheeler parking.

Council member Reed stated that he would like to see a timeline for the shooting range.

Council member Stuksa stated that he would like to see the placement of sidewalks in front of homes instead of the drainage ditches.

ADJOURNMENT

Council member Arendell moved to adjourn the meeting at 8:16 p.m. Seconded by Council member Thompson motion to adjourn carried on a vote of 7 Ayes.

PASSED and APPROVED this _____ day of _____, 2015.

Paul A. Horn, Mayor

ATTEST: _____
Dixie Roberts, City Clerk