

**MINUTES  
CITY OF ALVIN, TEXAS  
216 W. SEALY STREET  
CITY COUNCIL  
REGULAR MEETING  
THURSDAY, MARCH 16, 2017  
7:00 P.M.**

**CALL TO ORDER**

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

Staff members present: Sereniah Breland, City Manager; Junru Roland, Assistant City Manager/CFO; Dixie Roberts, City Clerk; Todd Arendell, Police Captain; Larry Buehler, Director of Economic Development; and Dan Kelinske, Parks & Recreation Director.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Judy Zavala gave the invocation.

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

Council member Reed led the Pledge to the Texas Flag.

**PUBLIC COMMENT**

There were no public comments.

**PRESENTATIONS**

**Proclamation; Crime Victims' Rights Week.**

Mayor Horn presented a proclamation for Crime Victims' Rights Week to Maribel Cooper, Crime Victims Assistance Liaison, and representatives of the Brazoria County Crime Victims Support Group.

**Proclamation; April Fair Housing Month.**

Mayor Horn declared the month of April 2017 as Fair Housing Month.

**Alvin Upfront Citizens Academy Recognition.**

Mayor Horn presented certificates of recognition to members of the first class of the Alvin Upfront Citizens Academy: Robert Esperanza, Serafin Guerra, Brenda Hignight, Martin Matthews, Laura Myers, Carrie Parker, Janet Riddle, Prasert Sananikone, and Kerry Ulm.

Ms. Carrie Parker thanked City Council and members of staff for this opportunity. She spoke to the knowledge gained through this class and the expertise and passion exhibited by department heads.

**CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION**

- A. Approve minutes of the March 2, 2017 City Council workshop meeting.
  
- B. Approve minutes of the March 2, 2017 City Council regular meeting.

C. Consider a professional services agreement with Gormly Surveying, Inc. to provide platting and surveying services for twelve (12) park locations; and authorize the City Manager to sign.

*On February 9, 2017, a city council budget workshop was held, where staff proposed various projects that could be funded using the FY16 year-end budget savings. One of the projects recommended by staff at the workshop was the surveying and platting of existing parks. The surveying and platting of existing parks is needed in order to dedicate the land as parkland. February 16, 2017, city council amended the budget to appropriate \$52,500 to fund the platting and surveying for the following park locations:*

- Bob S. Owen Pool
- Hike and Bike Trail
- National Oak Park
- Citizens Park
- Lions Park
- Morgan Park
- Pearson Park
- Marina Park (including Brazoria county owned portion)
- Ruben Adame Park
- Newman Park
- Talmadge Park
- Sealy Park

*Upon completion of this project, all land currently owned and considered parkland by the City of Alvin will be properly platted and therefore, greatly ensuring the existence and continued legacy of these parks for future generations.*

*\*Hugh Adams Park is located on leased property from Alvin Community College.*

*Chapter 2254 of the Texas Government Code categorizes land surveying as a professional service. State law exempts professional services from the competitive sealed bidding and competitive sealed proposal requirements; and requires entities to select providers of professional services on the basis of demonstrated competence and qualifications to perform the services; and for a fair and reasonable price.*

D. Consider an agreement with Horizon International Group, LLC through the BuyBoard Cooperative Purchasing Network in the amount of \$181,220, for improvements to the Alvin Senior Center; and authorize the City Manager to sign.

*In December, 2012, staff received a job order cost estimate proposal from Construction Masters Inc. for Senior Center Improvements; which included the following scope of work:*

<i>Initial Scope of Work - \$92,340</i>	
<i>Remove all rubber base</i>	<i>Remove existing vinyl wall covering</i>
<i>Float and sand walls to a paintable finish</i>	<i>Texture all walls (excluding kitchens)</i>
<i>Prime and paint all walls and door frames</i>	<i>Install new 4" rubber base</i>
<i>Re-laminate all cabinetry and countertops</i>	<i>Install new sliding display rails similar to what is existing</i>
<i>Remove and dispose of cabinets along wall adjacent to TV Room</i>	<i>Fabricate and install new tall cabinets in TV Room</i>
<i>Install new tile backsplash at three serving lines</i>	<i>Install extension rings on electrical receptacles</i>
<i>Remove and replace three accordion wall partitions</i>	<i>Install two lights in men's and women's restrooms</i>

*The City did not appropriate funding for the Senior Center Improvement project until September 2016, when City Council adopted the FY17 annual budget; appropriating \$110,000 for Senior Center Improvements. The Senior Center Improvement that was adopted in the FY17 budget was based on the scope of work initially presented to staff in December, 2012.*

*In 2017, staff utilized BuyBoard Cooperative Purchasing Network and engaged the services of Horizon International Group, LLC for an updated proposed scope of work on the Senior Center Improvement Project. The estimated cost for the updated scope of work necessitated staff to ask City Council to amend the mid-year budget to appropriate additional funding from the FY16 surplus funds to cover the (updated) cost of the Senior Center Improvements. The updated scope of work is as follows:*

<i>Updated Scope of Work - \$181,220</i>	
<i>Remove and replace Flooring and add new all base</i>	<i>Remove and replace ceiling</i>
<i>Remove vinyl from all walls</i>	<i>Skim coat all walls and sand chair rails</i>
<i>Paint all walls and chair rails</i>	<i>Replace four exterior doors on south side of building and add new panic hardware</i>
<i>Demo existing restroom doors and replace with new steel door frames and P-lam doors</i>	<i>Install FRP paneling in both kitchens as backsplash for counters</i>
<i>Replace ceiling in both kitchens with vinyl coated sheetrock tiles.</i>	<i>Install new solid surface counter top in the kitchen</i>
<i>Install two new double doors between activity rooms 100 and 101</i>	<i>Remove existing exterior door on east side of activity room 101 and add new exterior door with push button access.</i>
<i>Remove and fill in window in office 110</i>	<i>Add Chair rail to office 109</i>
<i>Replace drywall at windows on north side of activity room 101</i>	<i>Install mecho type shades or similar on exterior windows in activity room 101 and craft room 107</i>
<i>Replace mismatched cabinet doors</i>	<i>Demo 2 projector screens</i>
<i>Demo 2 existing manual pull down projector screens.</i>	<i>Replace motion sensor automatic door opener with remote push button door opener on west end assembly room exterior door</i>
<i>New interior non-load bearing wall</i>	

Advantages of using BuyBoard Cooperative Purchasing Network:

- \* Fast track procurement process
- \* Lower procurement and administrative costs
- \* Fewer change orders and claims
- \* Competitively bid local pricing in a lump sum proposal
- \* Ability to accomplish a substantial number of individual projects with a competitively bid contract
- \* Oversight through the Gordian Group which audits the accuracy of all job order contract proposals

*In order for local vendors to be considered for this project, local vendors must meet Horizon International Group, LLC's insurance requirements, expected quality of work; and competitively submit a bid.*

**E. Consider the appointment of Richard Juarez as a reserve Alvin Police Department Officer.**

*In December 2016, Richard Juarez, a three-year Officer, left Alvin Police Department to pursue a non-law enforcement career. During his tenure, Juarez proved himself a capable and hardworking individual who amassed a significant number of in-service training hours during his tenure. Upon his resignation, he expressed his desire to continue to serve the City of Alvin and Alvin Police Department as a reserve officer. The Alvin Code of Ordinances Section. 15-53 (Appointment, approval, and removal of members) states that "no person appointed to the police reserve force may carry a weapon or otherwise act as a peace officer until he/she has been approved by city council." As a reserve officer for Alvin Police Department Juarez would be subject to the same training standards and regulations as a full-time officer. In addition, he would be required to complete a minimum number of hours yearly in order to remain a reserve officer. Staff recommends the appointment of former Alvin Police Department Officer Richard Juarez as a reserve Alvin Police Department Officer.*

Council member Thompson requested to remove Item D Consider an agreement with Horizon International Group, LLC through the BuyBoard Cooperative Purchasing Network in the amount of \$181,220, for improvements to the Alvin Senior Center; and authorize the City Manager to sign.

Council member Adame moved to approve the consent agenda excluding Item D as presented. Seconded by Council member Richards; motion to approve carried on a vote of 6 Ayes.

**OTHER BUSINESS**

Consider an agreement with Horizon International Group, LLC through the BuyBoard Cooperative Purchasing Network in the amount of \$181,220, for improvements to the Alvin Senior Center; and authorize the City Manager to sign.

Council member Thompson asked if this amount would cover the whole scope of the project.

Mr. Kelinske stated that the money allocated would cover the entire scope of the project.

Council member Thompson moved to approve the agreement with Horizon International Group, LLC through the BuyBoard Cooperative Purchasing Network in the amount of \$181,220, for improvements to the Alvin Senior Center; and authorize the City Manager to sign. Seconded by Council member Richards; motion to approve carried on a vote of 5 Ayes, with Council member Sanger voting No.

Consider a License Agreement for Exclusive Use of City Property between the City of Alvin and the Alvin Noon Rotary Club (Frontier Day) to hold a concert at National Oak Park, April 28, 2017 10:00AM – midnight; and authorize the City Manager to sign.

*The Alvin Rotary Club has requested the City to issue a license agreement for the purpose of holding a fundraising event, concert (April 28, 2017) in National Oak Park to include food and alcoholic beverages and providing music and other entertainment.*

*The exclusive use agreement outlines operational responsibilities of the City and the Alvin Rotary Club.*

*Alvin Noon Rotary Club shall:*

- *Adhere to governmental regulations concerning the sale of food and alcohol & obtain appropriate permits.*
- *Fence the park area used for exclusively for the event.*
- *Maintain the property in clean condition.*
- *Adhere to City's noise ordinance and obtain appropriate sound/noise permit.*
- *Abide by all terms of Community Wide Event Application including insurance requirements.*

*The City shall:*

- *Provide barricades for street closure (no cost to Club).*
- *Waive park user fees.*
- *Authorize Alvin Rotary Club to sell alcoholic beverages on city property.*
- *Provide onsite EMS personnel and ambulance.*
- *Provide onsite dumpsters.*
- *Provide up to 12 additional picnic tables and 15 trash barrels with liners (no cost to Club).*
- *Provide electricity, where already furnished (no cost to Club).*
- *Contribute up to \$12,500 of ACVB budgeted funds for reimbursement of entertainment.*
- *Contribute up to \$2,500 of ACVB budgeted funds for advertising.*
- *Provide up to 15 hours of the Alvin Fire Marshall or Assistant Fire Marshall's time for inspection of food vendors and other Fire Safety and prevention services required by the City.*

*The City has executed exclusive use agreements with the Alvin Restaurant Group (cooler build out sits on city property), Noon Lions Club (Steak of the Arts) and Alvin Sunrise Rotary (Music Fest).*

*March 8, 2017, staff emailed initial draft of the Exclusive Use Agreement to the Alvin Rotary Club for the 2017 Frontier Day event.*

*In 2016, the City spent approximately \$19,500 (labor, equipment, and other costs) for the Frontier Day event. For 2017, the City anticipates spending approximately \$21,000 (labor, equipment, and other costs).*

*Any reimbursements to the Alvin Rotary Club for their security expenses will only be for security services provided by the Alvin Police Department.*

*In 2009, the city council adopted an ordinance authorizing the city to assess park user fees (equal to 10% of gross revenue derived from an event's admission fees). At the March 16, 2017, council meeting, staff will be proposing a revision to the ordinance, which would remove the 10% park user fee.*

Council member Reed moved to approve the License Agreement for Exclusive Use of City Property between the City of Alvin and the Alvin Noon Rotary Club (Frontier Day) to hold a concert at National Oak Park, April 28, 2017, 10:00AM – midnight; and authorize the City Manager to sign.

Seconded by Council member Thompson; motion carried on a vote of 5 Ayes with Council member Sanger Voting No.

Consider Ordinance 17-I; modifying Chapter 16 ½-30 (c) Park User Fees in the Code of Ordinances, by removing item (c) eliminating the requirement of the City to collect ten (10) percent of gross revenue derived from admission fees as well as eliminate the Parks and Recreation Director to require certain methods of accounting for paid admission; providing an effective date; and related matters.

*Chapter 16 ½ - 30 (c) of the Park User Fee code of ordinances states: "In the event a participation or admission fee is charged by any person for any activity using park grounds or facilities, then the user fee applicable thereto shall be ten (10) percent of the gross revenue derived from participation and admission fees, plus the park user fee established by the city council, if any. The parks director shall require the use of consecutively numbered admission tickets, recording cash registers or other reasonable methods to ensure accurate accounting of receipts and revenues derived from such activities." This section of the ordinance was adopted in March 2009. The City has not historically enforced this section of the code of ordinance for events that charge admission fees. As a result, staff is requesting that city council remove Chapter 16 ½ - 30 (c) from the Parks and Recreation code of ordinance. Removing this section would eliminate the need for fee waiver variances and would also incentivize organizations to continue to host events in the City.*

*Events held on City owned property that have charged admissions include: Music Fest, Steak of the Arts and Frontier Day, State softball tournaments.*

Council member Starkey moved to approve Ordinance 17-I; modifying Chapter 16 ½-30 (c) Park User Fees in the Code of Ordinances, by removing item (c) eliminating the requirement of the City to collect ten (10) percent of gross revenue derived from admission fees as well as eliminate the Parks and Recreation Director to require certain methods of accounting for paid admission; providing an effective date; and related matters. Seconded by Council member Richards; motion carried on a vote of 5 Ayes with Council member Sanger voting No.

## **REPORTS FROM CITY MANAGER**

Review preliminary list of items for next Council meeting.

Ms. Breland reviewed the preliminary list for the April 6, 2017, City Council meeting. She also thanked city employees Javier Lopez and James Walette for their heroic efforts while on duty in coming to the aid of a young man who was having a seizure.

Items of Community Interest.

Ms. Roberts reviewed items of community interest.

## **REPORTS FROM COUNCIL MEMBERS**

Announcements and requests from Council members.

Council member Thompson thanked Javier Lopez and James Walette for their actions that helped a young man in need. He expressed his appreciation for the dedication and compassion expressed by city employees.

Council member Reed thanked members of Council for voting to approve the senior center renovations that are desperately needed.

Council member Sanger thanked all the hometown heroes, and thanked those who took part in the City's inaugural class of Alvin Upfront. He encouraged all citizens to get involved.

Council member Adame asked staff to see if local vendors can somehow register with the State Buyboard to be considered for city contracts. He also asked that the Senior Citizens Board along with members of staff look into what it will take in order to provide some sort of transportation for senior residents.

Council member Starkey thanked the city employees who came to the aid of someone in need. He also expressed his gratefulness for those that completed the citizen's academy. Council member Starkey stated that a new exhibit "Vaquero: Genesis of the Texas Cowboy" will open at the Alvin Museum March 16<sup>th</sup> and will also showcase rodeo art of Alvin ISD students.

**ADJOURNMENT**

Mayor Horn adjourned the meeting at 7:37 p.m.

PASSED and APPROVED this 6 day of April, 2017.



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Paul A. Horn, Mayor

ATTEST:   
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Dixie Roberts, City Clerk