

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
AND EXECUTIVE SESSION
THURSDAY, MARCH 6, 2025
7:00 PM**

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in Regular and Executive Sessions at 7:00 PM in the Council Chambers at City Hall, with the following members present: Mayor Gabe Adame; Mayor Pro-Tem Keko Moore; Council members: Chris Vaughn, Joel Castro, Glenn Starkey, Richard Garivey and Meagan DeKeyzer.

Staff members present: Junru Roland, City Manager; Suzanne Hanneman, City Attorney; Dixie Roberts, Assistant City Manager/City Secretary; Chris Thomas, Director of Finance; Dan Kelinske, Parks and Recreation Director; Brandon Moody, Director of Public Services; Paul Chavez, Economic Development Director; and Todd Arendell, Police Captain.

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Adame gave the invocation. Council member Moore led the Pledge of Allegiance to the American Flag. Council member Garivey led the Pledge to the Texas Flag.

PRESENTATION

Proclamation Youth Art Month.

Mayor Adame proclaimed March 2025 as Youth Art Month.

PUBLIC COMMENT

John Hasso from the Brazoria County Veterans Association presented comments regarding the Veterans Day Parade that will be held on November 11, 2025.

CONSENT AGENDA

Consider approval of the February 20, 2025, City Council meeting minutes.

Consider Resolution 25-R-06 of the City Council of the City of Alvin, authorizing members of the governing body to volunteer for organizations that protect the health, safety, or welfare of the municipality in accordance with Texas Local Government Code Section 21.003; and setting forth other provisions related thereto.

The proposed resolution authorizes members of the Alvin City Council to serve as volunteers for organizations that protect the health, safety, or welfare of the municipality, in accordance with Texas Local Government Code Section 21.003. While this Resolution permits council members to engage in such volunteer service, they may be required to recuse themselves from discussions or votes on matters related to the organization with which they volunteer, in accordance with applicable ethical and legal considerations.

Section 21.003 of the Texas Local Government Code provides:

"MEMBERS OF MUNICIPAL GOVERNING BODIES MAY VOLUNTEER. A member of the governing body of a municipality may serve as a volunteer for an organization that protects the health, safety, or welfare of the municipality, regardless of whether the organization is funded or supported in whole or part by the municipality if the governing body adopts a resolution allowing members of the governing body to perform service of that nature."

Staff recommends approval of Resolution 25-R-06.

Consider a bid award (B-25-01) to Univar Solutions as the vendor for providing Sodium Bisulfite for one (1) year with an option to continue for an additional one (1) year at the same price, terms, and conditions, for an estimated total of \$20,000 per year; and authorize the City Manager to sign the agreement upon legal review.

Sodium Bisulfite is used at the Wastewater Treatment Plant following chlorine disinfection prior to discharging the effluent to the receiving water to process and treat the wastewater. On February 18, 2025, bids were opened, and Univar Solutions was the lowest qualified bidder for Sodium Bisulfite at \$2.69 per gallon. Staff recommends approval of this bid.

Consider a bid award (B-25-02) to Brenntag Southwest, Inc., as the vendor for providing Sodium Hypochlorite for one (1) year with an option to continue for an additional one (1) year at the same price, terms, and conditions, for an estimated total of \$110,000 per year; and authorize the City Manager to sign the agreement upon legal review.

Sodium Hypochlorite (liquid bleach) is a chemical used to disinfect the effluent (treated wastewater) from the city's wastewater treatment plant. On February 18, 2025, bids were opened and Brenntag Southwest, Inc. was the lowest qualified bidder for Sodium Hypochlorite at \$1.69 per gallon. Staff recommends approval of this bid award.

Consider a bid award (B-25-03) to Hawkins Inc., as the vendor for providing Polyphosphate for one (1) year with an option to continue for an additional one (1) year at the same price, terms, and conditions, for an estimated total of \$30,000 per year; and authorize the City Manager to sign the agreement upon legal review.

Phosphates have many uses in the treatment of drinking water. They are used to prevent "red" (from iron) and "black" (from manganese) water; to prevent and/or retard scale formation (from mineral depositing) and corrosion (from low pH and/or dissimilar metals) in the water distribution system; and to reduce soluble lead and copper in potable water delivered to the consumer's tap. On February 18, 2025, bids were opened, and Hawkins Inc. was the lowest qualified bidder for Polyphosphate at \$7.70 per gallon.

Consider an award of bid (B-25-05) to TAP Industrial Services Inc., for the 2025-2026 Concrete Repair Program, in an amount not to exceed the FY-25 budgeted amount of \$350,000 for a term of one (1) year with an option to renew for one (1) year with the same terms and conditions; and authorize the City Manager to sign the contract upon legal review.

On February 18, 2025, bids were opened for the 2025-2026 Concrete Repair Program, and TAP Industrial Services Inc. was the lowest qualified bidder. This contractor has performed services for the City and their provided references were checked. Total budgeted amount for Concrete Maintenance: \$350,000. The 2025-2026 Concrete Repair Program utilizes the Contractor to perform point repairs on concrete streets, sidewalks, curbs, storm inlets, and ADA ramps at locations throughout the City as directed by the City's Public Services Department. The City has bid Concrete Repair Program projects similar to this one for the last thirteen years. Staff recommends approval.

Consider Ordinance 25-E, amending Chapter 12 - Health and Sanitation, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of adding Section 12-11, Removal of Dead or Diseased Trees; and amending Chapter 15 - Offenses and Miscellaneous Provisions, Article IX. - Tree Preservation, for the purpose of amending Section 15-115, Tree Fund; providing for publication; providing for severability; and setting forth other provisions related thereto.

On January 16, 2025, the Alvin City Council held a workshop discussion regarding concerns about dead or diseased trees posing a hazard to public electrical infrastructure. The Council reviewed the challenges associated with trees that are structurally unsound, leaning, or at risk of falling onto power lines, and the need for a clear process to address these threats. Based on this discussion, the proposed ordinance establishes a formal mechanism for addressing such hazardous trees on private property. The ordinance grants the City the authority to require the removal of dead or diseased trees when a third-party certified arborist determines they pose a potential threat to electrical infrastructure. Property owners will be notified in writing and given 60 days to remove the tree(s) at their expense. If the owner fails to comply, the City may remove the tree(s) and assess the costs to the property owner. Additionally, if a tree presents an immediate and imminent danger to public electrical infrastructure, the City may take emergency action to remove it without prior notice. In such cases, the property owner will be notified as soon as practicable, and costs may be recovered through a lien process as outlined in the ordinance. This ordinance does not apply to disputes between private property owners regarding trees that do not impact public electrical infrastructure. An additional ordinance will be considered at this meeting to address the penalty provisions related to this ordinance, ensuring proper enforcement and compliance. Staff recommends approval of Ordinance 25-E as presented.

Item B, Consider Resolution 25-R-06, authorizing members of the governing body to volunteer for organizations, was removed from the Consent Agenda by Council member DeKeyser.

Council member Moore moved to approve the consent agenda as modified. Seconded by Council member Garivey; motion carried with all members present voting Aye.

OTHER BUSINESS

Item removed from the Consent agenda by Council member DeKeyzer: Consider Resolution 25-R-06 of the City Council of the City of Alvin, authorizing members of the governing body to volunteer for organizations that protect the health, safety, or welfare of the municipality in accordance with Texas Local Government Code Section 21.003; and setting forth other provisions related thereto.

Council member DeKeyzer requested the removal of Item B from the Consent Agenda, citing concerns about the timing of the resolution given the ongoing election season. She expressed that adopting the resolution at this time could be perceived as an endorsement of a current candidate who volunteers with the Alvin Volunteer Fire Department. Council member DeKeyzer also referenced the City Council's code of conduct, which prohibits active Council members from endorsing candidates. She clarified that she has no objection to an individual serving as both a volunteer firefighter and a Council member. Discussion followed regarding the necessity of the resolution and the appropriate timing for its presentation to the Council. City Attorney Suzane Hanneman informed the Council that state statute mandates the passage of a resolution to address this specific situation. City Council took no action on the item.

Discuss and consider a request from Brazoria County to waive impact fees in the amount of \$59,483.00 for the construction of the new Brazoria County Annex Building on Victory Lane.

Brazoria County is constructing a new County Annex Building at 248 Victory Lane. The facility will be approximately 26,651 square feet and will house various County services, including Justice of the Peace offices, administrative areas, healthcare facilities, and restrooms. An impact fee is a one-time charge imposed by a local government on new development projects to help fund the expansion of public infrastructure needed to support that development. As part of the project, the site will require two 2-inch meters — one for water and sewer services and another for irrigation. Based on the City's impact fee structure, the total impact fee assessment for these meters is \$59,483.00. Local Government Code, Section 395.022 does not mandate or require that political subdivisions and other governmental entities pay impact fees. Commissioner Adams, on behalf of Brazoria County, has requested the waiver of said fees. As a result of many years of Brazoria County-coverage in the City's 100' strip, staff recommends waiving the impact fees.

Junru Roland, City Manager, presented this item before City Council with explanation. Brazoria County Commissioner Stacey Adams was present and thanked City Council for the consideration of this item.

Council member Garivey moved to approve the request from Brazoria County to waive impact fees in the amount of \$59,483.00 for the construction of the new Brazoria County Annex Building on Victory Lane. Seconded by Council member Castro; motion carried with all members present voting Aye.

Discuss and consider a request from Brazoria County to waive the requirements outlined in Section IV – Street Paving Design of the City of Alvin Design Criteria Manual, specifically Section H – Requirements for Curbs and Sidewalks, which mandates that sidewalks be installed along all street frontages within the City of Alvin, in relation to the construction of the new Brazoria County Annex building on Victory Lane.

Brazoria County is constructing a new County annex building on Victory Lane and has requested a waiver from the City of Alvin's sidewalk installation requirements as outlined in Section IV – Street Paving Design of the City of Alvin Design Criteria Manual, specifically Section H – Requirements for Curbs and Sidewalks. The current requirement mandates that sidewalks be installed along all street frontages within the city. As part of their development, Brazoria County has committed to installing sidewalks along Victory Lane. However, they are requesting a waiver for the installation of sidewalks along North Gordon Street and Bypass 35, citing that these sidewalks would not provide meaningful connectivity to the existing pedestrian network. Given the current infrastructure and surrounding area, the sidewalks along North Gordon and Bypass 35 would not effectively link to other walkable pathways or destinations.

Design Criteria Manual:

H. Requirements for Curbs and Sidewalks

- 1. Standard height is 6-inches or 4 inch by 12 inch wide for curb located along outside edges of residential streets. Curb height for streets other than residential shall be 6 inches. The curb height for all esplanades shall be 6-inches.*
- 2. Sidewalk wheelchair ramps shall be required at all intersections and driveways. Ramps shall not direct pedestrians toward the center of an intersection.*
- 3. Sidewalks shall be provided for all developments. Concrete sidewalks (4 feet wide 4 inches thick with steel reinforcement) shall be required along all street frontage.*

Junru Roland, City Manager, presented this item before City Council with explanation. Commissioner Stacy Adams addressed Council to further explain the need for this request. Commissioner Adams thanked City

Council for their consideration of this item.

Council member Starkey moved to approve Brazoria County's request to waive the requirements to install sidewalks along North Gordon Street and Bypass 35 as outlined in Section IV – Street Paving Design of the City of Alvin Design Criteria Manual, specifically Section H – Requirements for Curbs and Sidewalks, which mandates that sidewalks be installed along all street frontages within the City of Alvin, in relation to the construction of the new Brazoria County Annex building on Victory Lane. Seconded by Council member Garivey; motion carried with all members present voting Aye.

Consider Ordinance 25-F of the City Council of the City of Alvin, Texas, amending Ordinance 24-Z, passed and approved September 5, 2024, same being an ordinance approving and adopting the City of Alvin's Budget for Fiscal Year 2024-25, by approving a budget amendment to the original 2024-25 budget; providing for supplemental appropriation and/or transfer of funds for the purpose of amending the budget of the General Fund by \$55,000 to fund the hiring of an Assistant City Attorney for the legal department; providing for severability; and providing for other matters related thereto.

A budget amendment is proposed for the current fiscal year to allocate funding for a part-time Assistant City Attorney. This position has been previously discussed during budget deliberations and in evaluations with the City Attorney. Due to the increasing workload within the Legal Department, this amendment is recommended to ensure the continued delivery of timely and efficient legal services. The Assistant City Attorney will report to the City Attorney and support the Legal Department by providing legal counsel, assisting with contract reviews, ordinance development, prosecution, litigation support, and other essential legal matters. The proposed amendment will appropriate funds from the General Projects Fund to the Legal Department's salary budget to cover this position for the remainder of FY25.

Junru Roland, City Manager, presented this item before City Council with explanation. Ms. Hanneman explained the specifics of this position and offered to answer any questions.

Council member Moore moved to approve Ordinance 25-F of the City Council of the City of Alvin, Texas, amending Ordinance 24-Z, passed and approved September 5, 2024, same being an ordinance approving and adopting the City of Alvin's Budget for Fiscal Year 2024-25, by approving a budget amendment to the original 2024-25 budget; providing for supplemental appropriation and/or transfer of funds for the purpose of amending the budget of the General Fund by \$55,000 to fund the hiring of an Assistant City Attorney for the legal department; providing for severability; and providing for other matters related thereto. Seconded by Council member Garivey; motion carried with all members present voting Aye.

Consider, if any, requests from individual council members for an item or items to be placed on the upcoming agenda for the next regularly scheduled meeting.

No items were requested by any Council members to be placed on the upcoming agenda.

REPORTS FROM THE CITY MANAGER

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

Mr. Junru Roland announced items of community interest.

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 Garivey mentioned Music Fest coming up at the end of March.

EXECUTIVE SESSION

Mayor Adame called for executive session at 7:40 p.m. in accordance with the following:

Section 551.87 (1) of the Local Government Code provides as follows: Deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the

governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

Mayor Adame convened the meeting to closed session at 7:40 p.m.

RECONVENE TO OPEN SESSION

Mayor Adame reconvened the meeting to open session at 8:08 p.m.

Consider a Chapter 380 Agreement with Schneider Investment Group, Inc. for the commercial property located at 1741 Highway 35, Alvin, Texas.

Council member Castro moved to approve a Chapter 380 Incentive Agreement with Schneider Investment Group for the commercial property located t 1741 Hwy 35, Alvin, Texas. Seconded by Council member Moore; motion carried with all members present voting Aye.

ADJOURNMENT

Mayor Adame adjourned the meeting at 8:09 p.m.

PASSED and APPROVED the 3rd of April, 2025.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary