

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
THURSDAY, MAY 15, 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 Session 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: Martin Vela, Chris Vaughn, Glenn Starkey (Ashley Davis), Joel Castro (Scott Salter), 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; Michelle Segovia, City Engineer; Brandon Moody, Director of Public Services; Paul Chavez, Economic Development Director; Kendall Hunting, Fire Chief, and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

David Bowman with St John the Baptist Catholic Church/APD Chaplain gave the invocation. Council member Starkey led the Pledge of Allegiance to the American Flag. Council member Castro led the Pledge to the Texas Flag.

PENDING BUSINESS OF THE CURRENT CITY COUNCIL

Consider Resolution 25-R-12, declaring the results of the General Election held on May 3, 2025, for the purpose of electing a member to City Council District A, District D, and At Large Position 2; and providing for other matters related thereto.

The official canvassing for this election is scheduled for Wednesday, May 14, 2025, at 5:31 p.m., which is the statutory last day to canvass the election. A meeting notice was posted for said canvassing. Chapter 67 of the Texas Election Code provides that a full quorum of the governing body is not required for the canvassing of an election and can be completed with only two (2) members of the governing body in attendance. At the canvassing, the election returns will be read aloud by the City Secretary and an affidavit signed by those in attendance declaring the official results.

Resolution 25-R-12 formally declares the results of the May 3, 2025, General Election in resolution and minute format, where it will be maintained as an official record of the City. The election returns for each item on the ballot do not have to be read orally at the May 15, 2025, City Council meeting, as this will be done at the official canvassing on Wednesday, declaring the votes received for City Council District A, District D, and At Large Position 2. Staff recommends the approval of Resolution 25-R-12.

Dixie Roberts, Assistant City Manager/City Secretary, presented this item before City Council with explanation.

Council member Castro moved to approve Resolution 25-R-12, declaring the results of the General Election held on May 3, 2025, for the purpose of electing a member to City Council District A, District D, and At Large Position 2; and providing for other matters related thereto. Seconded by Council member Moore; motion carried with all members present voting Aye.

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 Section 21.003 of the Texas Local Government Code; 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."

This item was previously presented to City Council on March 6, 2025, at which time no action was taken. City Council requested that the item be brought back for future consideration following the May 3rd election. Staff recommends approval of Resolution 25-R-06.

Junru Roland, City Manager, presented this item before City Council with explanation.

Council member DeKeyzer moved to approve Resolution 25-R-06, authorizing members of the governing body to volunteer for organizations that protect the health, safety, or welfare of the municipality in accordance with Section 21.003 of the Texas Local Government Code; and setting forth other provisions related thereto. Seconded by Council member Starkey; motion carried with all members present voting Aye.

OATH OF OFFICE

Administer Oath of Office to Martin Vela, City Council District A, by Mo Ghuneim, Alvin Municipal Court Judge.

Judge Mo Ghuneim administered the official Oath of Office to City of Alvin District A Council member, Martin Vela. Council member Vela was accompanied by members of his family.

Administer Oath of Office to Ashley Davis, City Council District D, by Mo Ghuneim, Alvin Municipal Court Judge.

Judge Mo Ghuneim administered the official Oath of Office to City of Alvin District D Council member, Ashley Davis. Council member Davis was accompanied by members of her family.

Administer Oath of Office to Scott Salter, City Council At Large Position 2, by Mo Ghuneim, Alvin Municipal Court Judge.

Judge Mo Ghuneim administered the official Oath of Office to City of Alvin At Large Position 2 Council member, Scott Salter. Council member Salter was accompanied by members of his family.

RECOGNITION OF OUTGOING CITY COUNCIL MEMBERS

Consider Resolution 25-R-13, honoring Glenn Starkey for his service as City Council member District D, City of Alvin, Texas.

This Resolution is in recognition of City Council member Starkey who has served in District D from May 2016 to May 2025. This Resolution will be presented to Council member Starkey during the May 15th meeting.

Mayor Adame formally presented this Resolution to City Council member Starkey and thanked him for his years of service to the City of Alvin.

Council member DeKeyzer moved to approve Resolution 25-R-13, honoring Glenn Starkey for his service as City Council member District D, City of Alvin, Texas. Seconded by Council member Vela; motion carried with all members present voting Aye.

Consider Resolution 25-R-14, honoring Joel Castro for his service as City Council member At Large Position 2, City of Alvin, Texas.

This Resolution is in recognition of City Council member Castro, who has served in the At Large Position 2 from May 2018 to May 2025. This framed Resolution will be presented to Council member Castro during the May 15th meeting.

Mayor Adame formally presented this Resolution to City Council member Castro and thanked him for his years of service to the City of Alvin.

Council member Moore moved to approve Resolution 25-R-14, honoring Joel Castro for his service as City Council member At Large Position 2, City of Alvin, Texas. Seconded by Council member Garivey; motion carried with all members present voting Aye.

PRESENTATIONS

Proclamation – Emergency Medical Services Week – May 18-24, 2025

Mayor Adame proclaimed May 18-24, 2025, as Emergency Medical Services Week and formally issued the proclamation to members of City of Alvin Emergency Medical Services staff in attendance.

Proclamation – Public Works Week – May 18-24, 2025

Mayor Adame proclaimed May 18-24, 2025, as Public Works Week and formally issued the proclamation to members of City of Alvin Public Services staff in attendance.

PUBLIC COMMENT

John Burkey presented comments regarding the upcoming Veterans event at the Senior Center.

CONSENT AGENDA

Consider approval of the May 1, 2025, City Council meeting minutes.

Consider awarding bid (B-25-07) to Stronghold Vegetation Management for the Bypass 35 Mowing Services for a period of one (1) year, with an option to extend for two (2) successive one-year terms; and authorize the City Manager to sign the Agreement upon legal review.

*The bid for the Bypass 35 Mowing Services includes 139.5 acres of the median, eastside right-of-way, and westside right-of-way from the Recreation Center/Kroger's on the south end of town to Fox Meadows entrance on the north end. These services include collecting trash and debris prior to mowing, mowing to a uniform height of 4-6 inches, weed-eating, or trimming around objects that can't be mowed around, such as signs, utility poles, guidewires, drainage structures, ditches, etc., on a monthly basis or a 30-day cycle. The contractor shall be responsible for obtaining any permits necessary and provide traffic control when necessary, such as posting the appropriate caution signs. On April 22, 2025, bids were opened for the Bypass 35 Mowing Services. There were a total of 3 bids – Morton Brother's Inc., Stronghold Vegetation Management, and Yellowstone Landscape. The lowest bidder is Stronghold Vegetation Management. They have held the contract for the last 3 years, have provided excellent services, and currently hold mowing contracts with the City of Pearland, the TxDOT Brazoria County Office, and the TxDOT Fort Bend County Office. Stronghold's bid is \$2,880 lower than their previous bid in 2022 of \$97,680. Staff recommends awarding the bid to Stronghold Vegetation Management. *This is separate and unrelated to the Parks and Recreation mowing contract services.*

Call a public hearing to receive comment regarding an ordinance establishing Standards of Care for Youth Recreation Programs conducted by the City of Alvin Parks and Recreation Department for elementary children ages five (5) through thirteen (13), for Thursday, June 5, 2025, at 7:00 p.m. in the City Council Chambers of Alvin City Hall, 216 West Sealy.

In response to community demand for after-school and summer day camp programs, the Parks and Recreation Department plans to offer these style camps. A day camp is considered extending 11.5 hours per day for approximately five (5) days per week. A participant (ages 5 to 13) can expect daily engagement from instructor lead learning, crafts, physical activity, as well as the inclusion of lunch and snacks.

Chapter 42 of the Texas Human Resources Code exempts certain after-school and summer recreation programs from state licensing requirements as identified in Subsection 42.041 (14), provided that the governing body of the municipality annually adopts standards of care by ordinance after a public hearing, and that such standards are provided to the parents of each program participant. The ordinance shall include minimum staffing ratios, qualifications, facility, health and safety standards and mechanisms for monitoring and enforcing the adopted local standards, as well as notify parents that the program is not licensed by the state and cannot be advertised as a child-care facility.

Before the adoption of this ordinance, a public hearing must be held before the governing body. The notice of said public hearing will be published in the Alvin Sun on May 25, 2025, and posted on the City's website. At the June 5th meeting, City Council will conduct the public hearing and consider the annual adoption of said ordinance. A copy of the draft ordinance for consideration on June 5, 2025 is included in your packet.

Consider Resolution 25-R-15, authorizing and approving the renewed membership in the Gulf Coast Coalition of Cities (“GCCC”) for the purpose of protecting the interest of the City and its citizens with respect to electric and gas utility matters; finding that the meeting at which this Resolution is passed is open to the public as required by law; and requiring notice of this Resolution to legal counsel.

Consider Resolution 25-R-15, of the City of Alvin, Texas, The City of Alvin has been a member of the Gulf Coast Coalition of Cities since 2012. GCCC has been the primary public interest advocate before the Public Utility Commission, ERCOT, the Courts, and the Legislature on electric utility regulation matters for nearly two decades. There are non-reimbursable proceedings, rulemakings, and legislative efforts impacting the rates charged within the City. It is possible that additional efforts will be necessary on new issues that arise during the year, and it is important that GCCC be able to fund its participation on behalf of its member cities. When needed, a per capita assessment has historically been used, and is a fair method for the members to bear the burdens associated with the benefits received from that membership.

At its annual meeting in April 2025, the Coalition approved the budget and a membership fee for 2025-226. The 2025-2026 assessment for existing members is \$0.08 per capita as contained in the TML Online Directory. With the current population of 28,633, the City of Alvin’s shared cost will be \$2,290.64. In 2024, the City’s population was 28,205, the assessment was \$0.06 per capita per member, and the City’s shared cost was \$1,692.30. Staff recommends approval of Resolution 25-R-15.

Consider Resolution 25-R-16, designating authorized signatories for the Texas General Land Office (GLO) Community Development Block Grant – Mitigation (CDBG-MIT) Program, Contract No. 24-065-151-F010, related to the Durant Street Drainage and M-1 Crossing Improvements Project.

The Texas General Land Office (GLO) requires that authorized signatories be designated by resolution for all contracts under the Community Development Block Grant – Mitigation (CDBG-MIT) Program. Resolution 25-R-16 formally designates the Mayor and City Manager as authorized representatives to execute contract documents and undertake necessary actions on behalf of the City of Alvin related to State Contract No. 24-065-151-F010. The Resolution also authorizes the Mayor, City Manager, and Assistant City Manager to approve and sign payment requests associated with this grant. The City of Alvin has been awarded \$6,000,500 in CDBG-MIT funds to support the Durant Street Drainage and M-1 Crossing Improvements Project, which will mitigate flood risks and enhance stormwater drainage infrastructure in the project area.

Consider Resolution 25-R-17 adopting required civil rights policies and procedures in connection with the Community Development Block Grant - Mitigation (CDBG-MIT), Program, State Contract No. 24-065-151-F010; and providing for other related matters thereto.

As a requirement of participation in the Community Development Block Grant – Mitigation (CDBG-MIT) Program administered by the Texas General Land Office (GLO), the City of Alvin must formally adopt certain Civil Rights policies to remain in compliance with federal and state regulations. Resolution 25-R-17 adopts the following policies and procedures: Citizen Participation Plan and Grievance Procedures, Section 3 Policy, Excessive Force Policy, Limited English Proficiency (LEP) Standards Plan, Section 504 Policy and Grievance Procedures, Code of Conduct Policy, and Fair Housing Policy. These policies support the administration of the City’s \$6,000,500 CDBG-MIT award for the Durant Street Drainage and M-1 Crossing Improvements Project. Staff recommends approval of Resolution 25-R-17

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

OTHER BUSINESS

Consider Ordinance No. 25-L, amending Chapter 13, Itinerant Merchants and Vendors, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Section 13-5, Application for registration certificate and ID card; and amending Chapter 28, Comprehensive Fee Ordinance, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Section 28-2, In general, Itinerant Merchants and Vendors/Other Merchants, increasing the cost of registration fees, identification cards, and replacement identification cards; providing for severability; providing for a penalty; providing for publication; providing an effective date; and setting forth other matters related thereto.

A comparison of City of Alvin Itinerant Vendor fees to surrounding cities shows that our fee structure for solicitors is well out of line with other cities' current fees for permits and ID cards. Currently, our fee is \$5 for the permit and \$5 for each ID card. In comparison:

- *League City - the permit is \$100 for local and \$200 for non-local and \$50 per ID card*
- *Pearland - the permit is \$75 and \$5 per ID card*
- *Angleton - the permit is \$100 and \$15 per ID card*
- *Rosenberg - the permit is \$50 per solicitor*

- *La Porte - the permit is \$75 and \$2 per ID card*

Staff recommend that Chapter 28 of the City of Alvin Code of Ordinances, ITINERANT MERCHANTS AND VENDORS/OTHER MERCHANTS, be amended to reflect a \$75 Registration certificate (permit) fee, a \$15 certificate replacement fee, a \$15 fee per ID card issued and \$15 for each replacement ID card. Staff also recommends deletion of (4) Permit for the Conduct of Outdoor Sales from this section, as the permit is included in the registration fee.

Staff also recommend changing the City of Alvin Code of Ordinances, Chapter 13 - Itinerant Merchants and Vendors, section 13-5 - Application for registration certificate and ID card, (c) by deleting "replacement of registration certificate and a permit for the conducting of outdoor sales". The term "permit for conducting outdoor sales" appears to be a leftover from previous versions of the Ordinance as the only fee charged for a permit is the registration fee.

Robert E. Lee, Police Chief, presented this item before City Council with explanation.

Council member Moore moved to approve Ordinance No. 25-L, amending Chapter 13, Itinerant Merchants and Vendors, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Section 13-5, Application for registration certificate and ID card; and amending Chapter 28, Comprehensive Fee Ordinance, of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Section 28-2, In general, Itinerant Merchants and Vendors/Other Merchants, increasing the cost of registration fees, identification cards, and replacement identification cards; providing for severability; providing for a penalty; providing for publication; providing an effective date; and setting forth other matters related thereto. Seconded by Council member Vaughn; motion carried with all members present voting Aye.

Discuss and consider a request from Schneider Investment Group, Inc. to waive the requirements in Section IV – Street Paving Design of the City 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 Crossroads on the Bypass Shopping Center, located 1741 Bypass 35 North.

Schneider Investment Group, Inc. (SIG) is constructing a new shopping center along Bypass 35 North 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. The current requirement mandates that sidewalks be installed along all street frontages within the City. The future Grand Parkway (SH99) toll road will change the functional character of the City's current corridor, creating a feeder route for the tollway, and making the installation of a pedestrian sidewalk along this section unsafe. As a result, SIG is requesting a variance from the Design Criteria Manual.

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. Discussion was had.

Council member Moore moved to approve a request from Schneider Investment Group, Inc. to waive the requirements in Section IV – Street Paving Design of the City 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 *Crossroads on the Bypass Shopping Center*, located 1741 Bypass 35 North. Seconded by Council member Garivey; motion failed with Council members Garivey and Moore voting Aye and all other members present voting No.

Consider the Mayor's appointment of Mayor pro-tem.

Per Article II, Section 8 of the City's Code of Ordinances, the first regular meeting following the election of members of Council, the Mayor shall appoint one of its members as Mayor Pro Tem, subject to approval by the Council. The Mayor Pro Tem shall serve for one year and shall act as Mayor during the absence or disability of the Mayor, and shall have power to perform every act the Mayor could perform if present.

History of Mayor Pro-tem appointments:

City Position	Council	Council member	Year Elected	Term Expires	Served as Mayor Pro-tem
At Large 1		Keko Moore	2021, 2024	2027	Current
At Large 2		Scott Salter	2025	2028	No
District A		Martin Vela	2019, 2022, 2025	2025	Yes
District B		Chris Vaughn	2021, 2024	2027	Yes
District C		Richard Garivey	2021, 2024	2027	No
District D		Ashley Davis	2025	2028	No
District E		Meagan DeKeyzer	2023	2026	No

Mayor Adame stated that he would like Council member DeKeyzer to serve as Mayor Pro-tem.

Council member Garivey moved to approve the Mayor's appointment of City Council member DeKeyzer to serve as Mayor Pro-tem. Seconded by Council member Vaughn; motion carried with all members present voting Aye and Council member DeKeyzer abstaining.

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.

Mayor Adame welcomed Council members Ashley Davis and Scott Salter to City Council.

Council members Vela, Vaughn, and Moore also all extended congratulations to new Council members Davis and Salter.

Council member Salter mentioned the Fire Department's annual Smokeater 5K coming up on June 28.

ADJOURNMENT

Mayor Adame adjourned the meeting at 7:51 p.m.

PASSED and APPROVED the 5th of June 2025.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary