

City of Alvin, Texas

Gabe Adame, Mayor

Meagan DeKeyzer, Mayor Pro-tem, District E
Martin Vela, District A
Chris Vaughn, District B
Richard Garivey, District C



Ashley Davis, District D
Keko Moore, At-Lg P1
Scott Salter, At-Lg P2

Alvin City Council Agenda

Thursday, October 16, 2025

7:00 PM

(Council Chambers)

Alvin City Hall, 216 West Sealy, Alvin, Texas 77511

Persons with disabilities who plan to attend this meeting that will require special services please contact the City Secretary's Office at 281-388-4255 or droberts@cityofalvin.com 48 hours prior to the meeting time. City Hall is wheelchair accessible, and a sloped curb entry is available at the south entrance to City Hall.

NOTICE is hereby given of a Regular Meeting and Executive Session of the City Council of the City of Alvin, Texas, to be held on Thursday, **OCTOBER 16, 2025**, at 7:00 PM in the Council Chambers at: City Hall, 216 W. Sealy, Alvin, Texas.

1. CALL TO ORDER

2. INVOCATION AND PLEDGE OF ALLEGIANCE

3. PRESENTATIONS

- A. Proclamation - Municipal Court Week - November 3-7, 2025.
- B. Municipal Court Departmental Update.

4. PUBLIC COMMENT

5. CONSENT AGENDA

- A. Consider approval of the October 2, 2025, City Council meeting minutes.
- B. Call for public hearing for November 20, 2025, to hear comments regarding the draft Comprehensive Master Plan.
- C. Acknowledge receipt of the 2024 Kendall Lakes Tax Increment Reinvestment Zone Number Two Annual Report.
- D. Consider Resolution 25-R-26, finding that the Veterans Day parade serves a public purpose for the City of Alvin, Texas; approving an agreement with the Texas Department of Transportation for the temporary closure of a portion of Business 35 (Gordon Street) from Adoue Street to Sealy Street for the November 11, 2025, Veterans Day parade; authorizing the Mayor to sign the Agreement; and setting forth other provisions related thereto.
- E. Consider the purchase of a Rhino X 1808 mower from King Ranch Ag & Turf, through the BuyBoard cooperative purchasing network, in the amount of \$51,704.71; and authorize the City Manager to sign related documents upon legal review.
- F. Consider the purchase of video surveillance with licensing and access controls for the Senior Center from DataVox through the Texas Department of Information Resources (DIR) Interlocal purchasing system, in the amount of \$99,035.12; and authorize the City

Manager to sign related documents upon legal review.

- G. Consider an agreement with Square3, through Choice Partners Cooperative, to purchase Scale Computing hardware for a server infrastructure refresh in the amount of \$111,431.43; and authorize the City Manager to sign related documents upon legal review.

6. OTHER BUSINESS

- A. Consider Resolution 25-R-25, revising the Athletic Facilities Policy for the use of parks and recreation facilities; establishing an effective date; and setting forth other matters related thereto.
- B. Consider Ordinance 25-AA, amending Chapter 28, Comprehensive Fee Ordinance, of the Code of Ordinances, City of Alvin, Texas, for the purpose of amending Parks and Recreation, Athletic Facilities (Sports Associations) fees; providing for an effective date; and setting forth other provisions related thereto.
- C. 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.

7. REPORTS FROM THE CITY MANAGER

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

8. ITEMS OF COMMUNITY INTEREST

Pursuant to 551.0415 of the Texas Government Code reports or an announcement about items of community interest during a meeting of the governing body. No action will be taken or discussed.

- A. Hear announcements concerning items of community interest from the Mayor, Council members, and City staff, for which no action will be discussed or taken.

9. EXECUTIVE SESSION

- A. 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.

10. RECONVENE TO OPEN SESSION

11. ADJOURNMENT

I hereby certify that a copy of this notice was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website: www.alvin-tx.gov, in compliance with Chapter 551, Texas Government Code, on **MONDAY October 13, at 4:00 p.m.**



/s/ Dixie Roberts
Dixie Roberts, City Secretary

Removal Date: _____

**** All meetings of the City Council are open to the public, except when there is a necessity to meet in Executive Session (closed to the public) under the provisions of Chapter 551, Texas Government Code. The Council reserves the right to**

convene into executive session on any of the above posted agenda items that qualify for an executive session by publicly announcing the applicable section of the Open Meetings Act, including but not limited to sections 551.071 (litigation and certain consultation with the attorney), 551.072 (acquisition of interest in real property), 551.073 (contract for gift to city), 551.074 (certain personnel deliberations), or 551.087 (qualifying economic development negotiations).



Office of the Mayor, City of Alvin, Texas

Proclamation

WHEREAS, municipal courts form the cornerstone of local justice by ensuring the fair and consistent enforcement of city ordinances and state laws, thereby safeguarding the safety and well-being of our community; and

WHEREAS, municipal courts represent the level of the judiciary most frequently encountered by the public, providing accessible and timely justice to residents and visitors alike while promoting respect for the law; and

WHEREAS, the judges, clerks, and staff of the Alvin Municipal Court demonstrate professionalism, integrity, and dedication in their daily efforts to uphold justice and maintain public confidence in our judicial system; and

WHEREAS, the Alvin Municipal Court continues to exemplify excellence in service, fairness in process, and a commitment to justice for all who come before it.

NOW, THEREFORE, I, Gabe Adame, as Mayor of the City of Alvin, Texas and on behalf of the Alvin City Council do hereby proclaim the week of November 3-7, 2025, as:

Municipal Court Week

in the City of Alvin and encourage all citizens to recognize and celebrate the essential role of municipal courts and the dedicated professionals who serve our community through their work.

WITNESS my hand and seal this
16th day of October 2025.

Gabe Adame, Mayor

Municipal Court



Accomplishments & Awards

- The Court continued advancing its technological infrastructure by implementing innovative automation solutions designed to streamline operations and enhance access to justice.
- 2024 Municipal Traffic Safety Initiative Award Winner
- The Court Administrator was re-elected to serve on the Texas Court Clerk Association Board of Directors.
- The Presiding Judge and Court Administrator served as panelists with Tyler Technologies, presenting at the conference and providing specialized software training to fellow court professionals.
- Bailiff achieved basic instructor and Mental Health certification with TCOLE.
- Facilitated professional training events for city personnel and staff from surrounding jurisdictions.

Training, Community Outreach, & Events



- Hosted Self-Aid Buddy Aid (SABA)
- Trick or Treat Trail
- Active Shooter Training
- Shop W/Cop
- Warrant Resolution
- Hasse Elementary Event
- Municipal Court Week
- Tour De Braz
- Hosted In-Person Training with Tyler Technologies
- National Night Out
- Hosted CPR Training With EMS
- Hosted Fire Extinguisher Training

Statistics

- 1,508 Warrants Cleared
- 1,774 Warrants Issued
- 4,310 Citations Processed
- 288 Compliance Dismissals
- 4 Appeals to Brazoria County

Completed Projects

- Two Associate Judges were sworn in.
- The Presiding Judge and Court Administrator were panelists at the Tyler Technologies Conference in San Antonio.
- Training for all city employees and surrounding cities.
- Trained staff at Tyler Technologies in Lubbock, Texas.

Upcoming Projects

- Warrant Resolution
- AFIS unit at city hall
- Coordinating/host city training
- Municipal Court Week
- Neighborhood Night Out
- Community Outreach
- MTSI Entry
- Mental Health Docket
- Continued Training
- Beta testing Tyler Technologies Cloud
- Continue Motorola Enhancements

Court Moments



Court Moments



 **Tyler Courts & Justice**
877 followers
1d • 🌐

The future of [#justice](#) lives in the cloud.

And, embracing and championing this technological shift are three [#municipal](#) courts who understand the cloud's impact on efficiency, staff and justice partner satisfaction, and data security.

From the [City of Alvin](#), Texas, to the [City of Littleton](#), Colorado, to the [Town of Little Elm](#), Texas, here's why these leading courts are **automating, innovating, and pioneering change in the cloud.**

◆ 3 Municipal Courts Pioneering Change in the Cloud:
<https://lnkd.in/eRsEMn43>

**3 Municipal
Courts
Pioneering
Change in the
Cloud**

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
AND EXECUTIVE SESSION
THURSDAY, OCTOBER 2, 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 Pro-Tem Meagan DeKeyzer; Council members: Ashley Davis, Richard Garivey, Keko Moore, Martin Vela, and Scott Salter.

Staff members present: Junru Roland, City Manager; Miltresa McMichael, Assistant 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 Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Kenny Carter of Alvin First Methodist Church 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.

PRESENTATIONS

APD Chaplains Week — October 12–18, 2025.

Mayor Pro-Tem DeKeyzer proclaimed October 12–18, 2025, as APD Chaplains Week and formally issued the proclamation to APD Chaplains and Staff in attendance.

Proclamation — National Colonial Heritage Month.

Representatives of the National Society of Colonial Dames XVII Century, Tejas Bluebonnet Trails Chapter, were not able to attend the Council meeting to accept this proclamation.

Human Resources Departmental Update.

Tina Rodriguez, Human Resources Director, delivered the first annual Human Resources Departmental Update. Reyna Gaona and Julisa Williams were also in attendance and provided supporting information.

PUBLIC COMMENT

Brian Pacheco presented comments regarding his intent to operate a business, "The Chip Doctor", in a mobile office trailer, seeking Council approval and guidance.

CONSENT AGENDA

Consider approval of the September 4, 2025, City Council Workshop minutes.

Consider approval of the September 18, 2025, City Council meeting minutes.

Consider an annual Interlocal Agreement with Brazoria County for Fiscal Year 2026 and authorize the Mayor to sign upon legal review.

The proposed annual Interlocal Agreement with Brazoria County allows the County to provide the City of Alvin with equipment and personnel to support construction, improvement, maintenance, and repair projects within the City limits. Other services offered by Brazoria County under the agreement include: subgrade and base preparation, asphalt paving, culvert and ditch work, herbicide application, road painting and striping, installation of permanent traffic signs, and other routine road maintenance. The City of Alvin first entered into this partnership with Brazoria County in 1991 and has continued to benefit from the program since. This Interlocal Agreement has already been approved and signed by the Brazoria County Judge, L.M. "Matt" Sebesta. Staff recommends approval.

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

OTHER BUSINESS

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.

There were no items requested. No items were requested by any members of City Council 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; and he reviewed the preliminary list for the October 16, 2025, 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 Davis announced that the Woofstock event will be held on Saturday October 25, 2025, from 10 a.m to 2:00 p.m., and will be hosted by Alvin Animal Adoption Center at National Oak Park.

EXECUTIVE SESSION

Mayor Pro-Tem DeKeyzer called for executive session at 7:23 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.

RECONVENE TO OPEN SESSION

Mayor Pro-Tem DeKeyzer reconvened the meeting to open session at 7:38 p.m.

Consider a Business Incentive Request under a Chapter 380 Agreement with Jmolder Properties, LLC for improvements to the properties located at 412 and 414 West House Street in an amount not to exceed \$12,660.00; and authorize the City Manager to sign the Agreement.

Council member Salter moved to approve a Business Incentive Request under a Chapter 380 Agreement with Jmolder Properties, LLC for improvements to the properties located at 412 and 414 West House Street in an amount not to exceed \$12,660.00; and authorize the City Manager to sign the Agreement. Seconded by Council member Moore; motion carried with all members present voting Aye.

ADJOURNMENT

Mayor Pro-Tem DeKeyzer adjourned the meeting at 7:39 p.m.

PASSED and APPROVED the 16th of October 2025.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Economic Development

Contact: Paul Chavez, Economic Development Director

Agenda Item: Call for public hearing for November 20, 2025, to hear comments regarding the draft Comprehensive Master Plan.

Type of Item: Action Item

Summary: The draft Comprehensive Master Plan has been developed over the past year with significant public input through neighborhood meetings and open houses. A joint workshop of the City Council and Planning Commission will be held on October 21, 2025, to review the draft document, which will then be posted on the City's website for citizen review. A public hearing and presentation are scheduled for November 20, 2025, at which time Council will receive comments and consider final adoption of the Comprehensive Master Plan.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☐

Date Completed:

Finance Review Required: N/A ☒ Required ☐

Date Completed:

Supporting documents attached:

1. Notice of Public Hearing Comp Plan Update_2025

Recommendation: Move to call a public hearing for November 20, 2025, to hear comments regarding the draft Comprehensive Master Plan.

Reviewed by Department Head, if applicable: ☐

Reviewed by City Attorney, if applicable: ☐

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Manager, if applicable: ☒

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Alvin, Texas, will hold a public hearing during the regular City Council Meeting on Thursday, November 20, 2025, at 7:00 p.m. to receive comments regarding the 2035 Comprehensive Master Plan update. Said hearing will be held in the City Council Chambers at City Hall, 216 West Sealy Street, Alvin, Texas. the Draft Plan can be viewed on the city's home page www.alvin-tx.gov

/s/Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Administration - Asst. City Manager

Contact: Dixie Roberts, Asst. City Manager/City Secretary

Agenda Item: Acknowledge receipt of the 2024 Kendall Lakes Tax Increment Reinvestment Zone Number Two Annual Report.

Type of Item: Action Item

Summary: The Kendall Lakes development has a Tax Increment Investment Zone (TIRZ) covering the entire development. A TIRZ is utilized by cities and developers as a way to fund infrastructure inside a development. A TIRZ issues bonds to cover the costs and is reimbursed by the ad valorem (property) taxes collected. Currently no bonds have been issued as the developer is covering infrastructure costs until sufficient development is on the ground to support bond financing. The TIRZ is governed by a board appointed by City Council. The Board works closely with staff and a Zone Administrator to conduct and record all business activity. The annual report shows the budget, revenues, expenditures, and development activity. The Board approved the report at their meeting held on September 10, 2025. The State of Texas requires the City Council to formally acknowledge receipt of the report and then staff will file all the necessary documentation with the State of Texas. Staff recommends acknowledging receipt of the 2024 Kendall Lakes TIRZ Report.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: **Amount:**

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☒ Required ☐

Date Completed:

Finance Review Required: N/A ☒ Required ☐

Date Completed:

Supporting documents attached:

1. Kendall Lakes TIRZ 2; 2024 Annual Report
-

Recommendation: Move to acknowledge receipt of the 2024 Annual Report for the Kendall Lakes Tax Increment Reinvestment Zone Number Two.

Reviewed by Department Head, if applicable: ☐

Reviewed by City Attorney, if applicable: ☐

Reviewed by Chief Financial Officer, if applicable: ☒

Reviewed by City Manager, if applicable: ☒

2024 ANNUAL REPORT

**TAX INCREMENT REINVESTMENT ZONE
NUMBER TWO
CITY OF ALVIN, TEXAS**



Tax Year 2024

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CITY OF ALVIN, TEXAS

2024 CITY COUNCIL

Mayor

Hon. Gabe Adame

Council Members

Hon. Meagan DeKeyzer
District E/ Mayor Pro-Tem

Hon. Martin Vela
District A

Hon. Chris Vaughn
District B

Hon. Richard Garivey
District C

Hon. Ashley Davis
District D

Hon. Keko Moore
At Large 1

Hon. Scott Salter
At Large 2

TAX INCREMENT REINVESTMENT ZONE NUMBER TWO, CITY OF ALVIN, TEXAS 2024 BOARD OF DIRECTORS

Position 1 Lindsey Vaughn
City Council Designee

Position 2 Armando Cespedes
City Council Designee

Position 3 Randi Miller
City Council Designee

Position 4 Paul Horn
City Council Designee

Position 5 Mark Nokelby
City Council Designee

Position 6 Holland DeKeyzer
City Council Designee

Position 8 Emily Wicks
City Council Designee

Position 9 Ricky Kubeczka, Chair
Developer Designee

DESCRIPTION OF ZONE

In accordance with the Tax Increment Financing Act (Chapter 311, Texas Tax Code), the City of Alvin, Texas (the “City”) established Reinvestment Zone Number Two, City of Alvin, Texas (the “Zone”) on December 22, 2003. The Zone, also known as the Kendall Lakes TIRZ, consists of approximately 541 acres located in Brazoria County, Texas (the “County”) near the City’s northern boundary. The Project Plan and Reinvestment Zone Financing Plan (the “Plan” or “Project Plan”) was adopted by City Council on April 19, 2007. An amended Project Plan was adopted by City Council on April 2, 2009.

To aid and assist in the implementation of the Plan, the City created the Kendall Lakes TIRZ Redevelopment Authority (the “Authority”), a Local Government Corporation incorporated on August 2, 2006. The private sector developer for the Zone is Skymark Development Company, Inc. (the “Developer”), a Texas corporation. The Zone, Authority and the Developer entered into an Amended and Restated Development Agreement in 2009.

The Zone is bounded generally by the American Canal, State Highway 35, a southern boundary approximately parallel to Victory Lane, and the Atchison Topeka and Santa Fe Railroad. All of the land is located in the City of Alvin, Brazoria County, Texas and at the inception of the Zone was predominantly open and platted as residential. A map illustrating the general vicinity of the Zone within the City follows as Figure 1. Figure 2 depicts the Zone boundary. The Zone was created to capture the great potential the property has due to its location by partnering with the Developer to reimburse the infrastructure necessary to support commercial and residential development. The Zone was created for a 30-year duration, or until dissolved by the City.

Figure 1: Vicinity Map

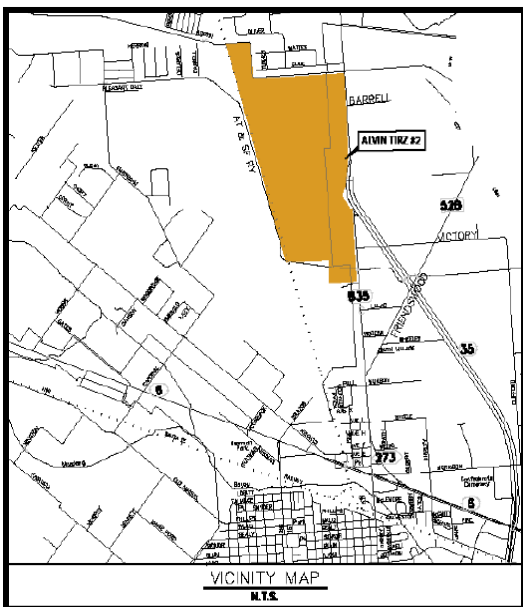


Figure 2: Zone Boundary



PURPOSE OF ZONE

The original purpose of the Zone was to facilitate the development of a quality master-planned community, including a new single-family development consisting of 1,869 new homes, 52 acres of commercial development, with amenities and sustainability that will contribute to the growth of the tax base for the City.

The City Council in adopting the ordinance creating the Zone, found that the projects described in the Plan provided a focused planning and financing mechanism to promote and monitor this significant development effort to the benefit of all the citizens of the City, individual and corporate. But for the creation of the Zone and the participating jurisdictions, this area would not likely experience the magnitude of private investment necessary for this property to develop in the proposed manner or to the standards and quality planned in the foreseeable future.

The City Council further found that improvements in the Zone will enhance the value of all taxable real property within the Zone and will be of general benefit to the City. The methods of financing and the sources of funding available to the Zone are described in the Project Plan.

The Project Plan was amended in 2009 to revise land uses and project descriptions, and to update various revenue and budget schedules for the Plan. The City's Economic Development Department has begun to utilize the revised land plan as the basis to market and attract commercial and industrial uses as the highest and best use in the southernmost portion of the Zone. Table A shows the breakdown of the revised land uses shown in the amended Plan.

Table A: Revised Land Use Breakdown

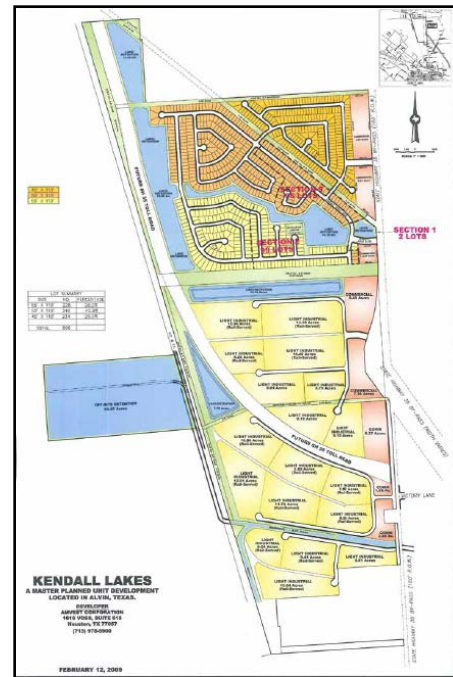
Land Use	Acreage	Percent
Residential	99	18%
Commercial/Retail	42	8%
Light Industrial	177	32%
Detention/Amenity Lakes/Drainage	81	16%
Roadways/Easements/Open Space	142	26%
Total	541	100%

The original Land Plan for the Zone is shown below as Figure 3 and the amended Land Plan is shown in Figure 4.

Figure 3: Original Land Plan



Figure 4: Amended Land Plan



The Brazoria County Certified Appraisal Roll for 2024 indicates that there are 689 single family residences within the Zone.

STATE OF THE ZONE AND PLAN IMPLEMENTATION IN 2024

Revenue

1. The information provided in the section is in accordance with § 311.016 (a) (1) of the Texas Tax Code, which requires inclusion of the amount and source of revenue in the tax increment fund established for the Zone.

In 2024, the City was the sole participating taxing entity in the Zone. Table B below shows the City's tax rate for 2024 and the 2 previous years. The City keeps the portion that was taxed on the base value and reinvests 100% of the captured value for the Zone.

Table B: Participation Schedule

Jurisdiction	2022 Tax Rate	2023 Tax Rate	2024 Tax Rate	Zone Duration
City of Alvin	\$0.7100	\$0.6850	\$0.6850	2004-2034

Tax Rate Source: Brazoria County Appraisal District

Table C illustrates the captured appraised value between the base year 2004 and tax year 2024.

Table C: Captured Appraised Value Generated For 2024

Taxing Entity	Base Year Value* (2004)	2024 Value	2024 Captured Appraised Value (Increment)
City of Alvin	\$924,220	\$156,527,390	\$155,603,170

**Base Year Value reflects adjustments made by Brazoria County Appraisal District*

Table D below shows the amount of the City's incremental revenue paid into the tax increment fund for the previous 5-year period.

Table D: Five-Year Tax Increment Revenue History

Taxing Entity	2020	2021	2022	2023	2024
City of Alvin	\$636,694	\$712,207	\$867,548	\$896,421	\$1,047,739.40

Note: The 2024 revenue reported above reflects collections through July 31, 2025.

Expenditures

2. The information provided in this section is in accordance with § 311.016 (a) (2) of the Texas Tax Code, which requires inclusion of the amount and purpose of expenditures from the fund.

The Board of Directors of the Zone has been granted by City Council, in accordance with Section 311.010 of the Texas Tax Code, the power to administer, manage and operate the Zone and to implement the Plan. The Zone was created for duration of 30 years, or until dissolved by the City.

In 2024, the Board authorized the payment of insurance, legal, operations, administrative, bookkeeping, auditing, and cost of service reimbursements, for the TIRZ and the Kendall Lakes Redevelopment Authority in the amount of \$307,998.88.

The total estimated cost of the public improvements within the Zone that will be reimbursed with tax increment, as outlined in the amended Project Plan, amounts to \$29,877,039. The overall development financing structure includes both TIRZ and Municipal Utility District (“MUD”) infrastructure reimbursements. Table E shows the specific changes to project costs included in the amended Project Plan. Table F reflects the amended total for TIRZ and MUD project costs.

Table E: Project Costs Changes in Amended Project Plan

Revised Estimated Project Costs Based on Land Plan Revision		
TIRZ Projects	Original Project Costs	Revised Projected Costs
Public Streets	\$3,228,039	\$4,130,000
Clearing and Grubbing	\$140,420	\$194,000
Parks and Recreation	\$920,000	\$920,000
Enhanced Landscaping	\$2,976,885	\$1,830,000
Engineering	\$1,037,302	\$1,061,000
Contingency	\$691,534	\$707,400
Total	\$8,994,180	\$8,842,400

Table F: Amended Total TIRZ and MUD Project Costs

Proposed Distribution of Public Infrastructure Costs

Projects	TIRZ Projects	MUD Projects	Total
Public Streets	\$4,130,000		\$4,130,000
Clearing and Grubbing	\$194,000	\$685,580	\$879,580
Parks and Recreation	\$920,000		\$920,000
Enhanced Landscaping	\$1,830,000		\$1,830,000
Water Lines		\$3,261,793	\$3,261,793
Sanitary Sewer Lines		\$6,451,264	\$6,451,264
Storm Sewers		\$4,982,872	\$4,982,872
Storm Water PPP		\$773,961	\$773,961
Detention Pond and Channel		\$3,434,383	\$3,434,383
Engineering	\$1,061,000	\$3,033,400	\$4,094,400
Contingency	\$707,400	\$1,683,583	\$2,390,983
TIRZ Creation Costs	\$125,000		\$125,000
TIRZ Administration	\$600,000		\$600,000
Value Rebated to MUD	\$12,564,422		\$12,564,422
City 5% Administration Charge	\$1,303,607		\$1,303,607
Reimbursable to City for Services	\$6,441,610		\$6,441,610
Miscellaneous		\$1,052,653	\$1,052,653
Total	\$29,877,039	\$25,359,489	\$55,236,528

TIRZ Authorized Projects in 2024:

No TIRZ Projects were authorized for reimbursement in 2024.

Interest Due on Outstanding Bonds

3. The information provided in this section is in accordance with § 311.016 (a) (3) of the Texas Tax Code, which requires inclusion of the amount of principal and interest due on outstanding bonded indebtedness.

The Zone issued no debt and therefore had no interest or principal due on outstanding bonds.

Base Value & Captured Appraised Value

4. The information provided in this section is in accordance with § 311.016 (a) (4) of the Texas Tax Code, which requires inclusion of the tax increment base and current captured appraised value retained by the Zone.

The captured appraised value of the Zone is the total appraised value of all real property located within the Zone, less the tax increment base value. In each year subsequent to the base year, the Zone will receive tax increment revenue based on ad valorem property taxes levied and collected by each participating taxing unit on the captured appraised value of the Zone.

As of January 1, 2004, the base year for the Zone, the total appraised value of the property was \$924,220 as adjusted by the Brazoria County Appraisal District. On January 1, 2024, the area encompassed by the Zone had a total taxable value of \$156,527,390. As a result, the total captured appraised value on the tax roll as of January 1, 2024, was \$155,603,170 all as illustrated in Table C.

Increment Received by Taxing Entities

5. The information provided in this section is in accordance with § 311.016 (a) (5) of the Texas Tax Code, which requires inclusion of the captured appraised value shared by the City and other taxing units, the total amount of tax increments received, and any additional information necessary to demonstrate compliance with the Plan.

The City is the only participating taxing entity in the Zone. The increment revenue generated for tax year 2024 was \$1,047,739.40 as shown in Table D.

**TAX INCREMENT REINVESTMENT ZONE NUMBER TWO
CITY OF ALVIN, TEXAS
2024 ANNUAL REPORT
Tax Year Ending December 31, 2024**



AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Parks and Recreation

Contact: Dan Kelinske, Director of Parks and Recreation

Agenda Item: Consider Resolution 25-R-26, finding that the Veterans Day parade serves a public purpose for the City of Alvin, Texas; approving an agreement with the Texas Department of Transportation for the temporary closure of a portion of Business 35 (Gordon Street) from Adoue Street to Sealy Street for the November 11, 2025, Veterans Day parade; authorizing the Mayor to sign the Agreement; and setting forth other provisions related thereto.

Type of Item: Resolution

Summary: The Texas Department of Transportation requires an agreement with the City of Alvin for the temporary closure of a portion of Gordon Street / Business 35 for the Veterans Day Parade. This Resolution supports the City's intention of temporarily closing a portion of Gordon Street for the parade.

Staff recommends approval of Resolution 25-R-26.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☐ N/A ☒

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☒

Date Completed: 10/13/2025 SLH

Finance Review Required: N/A ☒ Required ☐

Date Completed: ☐

Supporting documents attached:

1. Res 25-R-26; Road Closure Agreement with TXDOT Veterans Day Parade
2. Exhibit A to Res 25-R-26; TxDOT Agreement
3. Parade Map

Recommendation: Move to approve Resolution 25-R-26, finding that the Veterans Day parade serves a public purpose for the City of Alvin, Texas; approving an agreement with the Texas Department of Transportation for the temporary closure of a portion of Business 35 (Gordon Street) from Adoue Street to Sealy Street for the November 11, 2025, Veterans Day parade; authorizing the Mayor to sign the Agreement; and setting forth other provisions related thereto.

Reviewed by Department Head, if applicable: ☐

Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Manager, if applicable: ☒

RESOLUTION 25-R-26

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, FINDING THAT THE “VETERANS DAY” PARADE SERVES A PUBLIC PURPOSE FOR THE CITY OF ALVIN, TEXAS; APPROVING AN AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE TEMPORARY CLOSURE OF A PORTION OF BUSINESS 35 (GORDON STREET) FROM ADOUE STREET TO SEALY STREET FOR THE NOVEMBER 11, 2025 VETERANS DAY PARADE; AUTHORIZING THE CITY MANAGER TO SIGN THE AGREEMENT; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

WHEREAS, the City of Alvin, Texas, requests the temporary closure of a portion of Business 35 (Gordon Street), located within the City of Alvin incorporated area for the “Veterans Day” parade; and

WHEREAS, the City Council authorizes the City of Alvin to enter into the Agreement for the Temporary Closure of State Right of Way with the Texas Department of Transportation;

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS:

Section 1. That the Agreement for the Temporary Closure of State Right of Way, attached hereto as Exhibit 1 and made a part hereof, between the State of Texas and the City of Alvin, Texas, for the temporary closure of a portion of Business 35 (Gordon Street) for the Veterans Day parade, is hereby approved, and the City Manager is hereby authorized to execute said contract on behalf of the City of Alvin and to transmit the same to the State of Texas for appropriate action.

Section 2. That this Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED on this the 16th day of October 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

Gabe Adame, Mayor

Dixie Roberts, City Secretary

STATE OF TEXAS §

COUNTY OF TRAVIS §

**AGREEMENT FOR THE TEMPORARY CLOSURE
OF STATE RIGHT OF WAY**

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Alvin, Texas, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "local government."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Business 35 (Gordon Street), in Alvin, Brazoria County, Texas; and

WHEREAS, the City of Alvin has requested the temporary closure of Business 35 (Gordon Street) for the purpose of the Veteran's Day Parade, from 12:00 p.m. to 1:00 p.m. on November 11, 2025, as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the City of Alvin's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right of way will be performed within the State's requirements; and

WHEREAS, on the 16th day of October 2025, the City Council of the City of Alvin, Texas, passed Resolution No. 25-R-26, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the City of Alvin to enter into this Agreement with the State; and

WHEREAS, 43 Texas Administrative Code ("TAC"), Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this Agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This Agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

- A.** The City of Alvin shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.
- B.** The City of Alvin shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the City of Alvin will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.
- C.** The City of Alvin will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.
- D.** The City of Alvin will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the Agreement will be terminated upon written notice from the State to the City of Alvin. The City of Alvin hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three (3) years.
- E.** The City of Alvin will not initiate closure prior to 24 hours before the scheduled Event, and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

- F. The City of Alvin will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The City of Alvin will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the City of Alvin shall provide the State with a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.
- G. The City of Alvin hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the City of Alvin's traffic control plan.
- H. The City of Alvin will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this Agreement, all documents prepared by the City of Alvin will remain the property of the City of Alvin. All data prepared under this Agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the City of Alvin shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

- A. This Agreement may be terminated by any of the following conditions:
 - (1) By mutual written agreement and consent of both parties.
 - (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
 - (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
 - (4) By satisfactory completion of all services and obligations as set forth herein.
- B. The termination of this Agreement shall extinguish all rights, duties, obligations, and liabilities of the State and City of Alvin under this Agreement. If the potential termination of this Agreement is due to the failure of the City of Alvin to fulfill its contractual obligations as set forth herein, the State will notify the City of Alvin that possible breach of contract has occurred. The City of Alvin must remedy the breach as outlined by the State within ten (10) days of receipt of the State's notification. In the event the City of Alvin does not remedy the breach to the satisfaction of the State, the City of Alvin shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this Agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the City of Alvin agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the City of Alvin and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the City of Alvin and/or its contractors are encroaching upon the State right of way.

B. In the event the City of Alvin is a self-insured entity, the City of Alvin shall provide the State proof of its self-insurance. The City of Alvin agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this Agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the City of Alvin and the State.

Article 10. COMPLIANCE WITH LAWS

The City of Alvin shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this Agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

Local Government:	State:
The City of Alvin, Texas Junru Roland, City Manager 216 West Sealy Street Alvin, Texas 77511	Texas Department of Transportation Glenn Allbritton, P.E. District Engineer Houston District P.O. BOX 1386 Houston, Texas 77251-1386

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

Each party is signing this Agreement on the date stated beside that party's signature.

THE CITY OF ALVIN. TEXAS

Executed on behalf of the City of Alvin by:

By _____ Date _____
Junru Roland
City Manager

ATTEST

By _____
Dixie Roberts
City Secretary

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

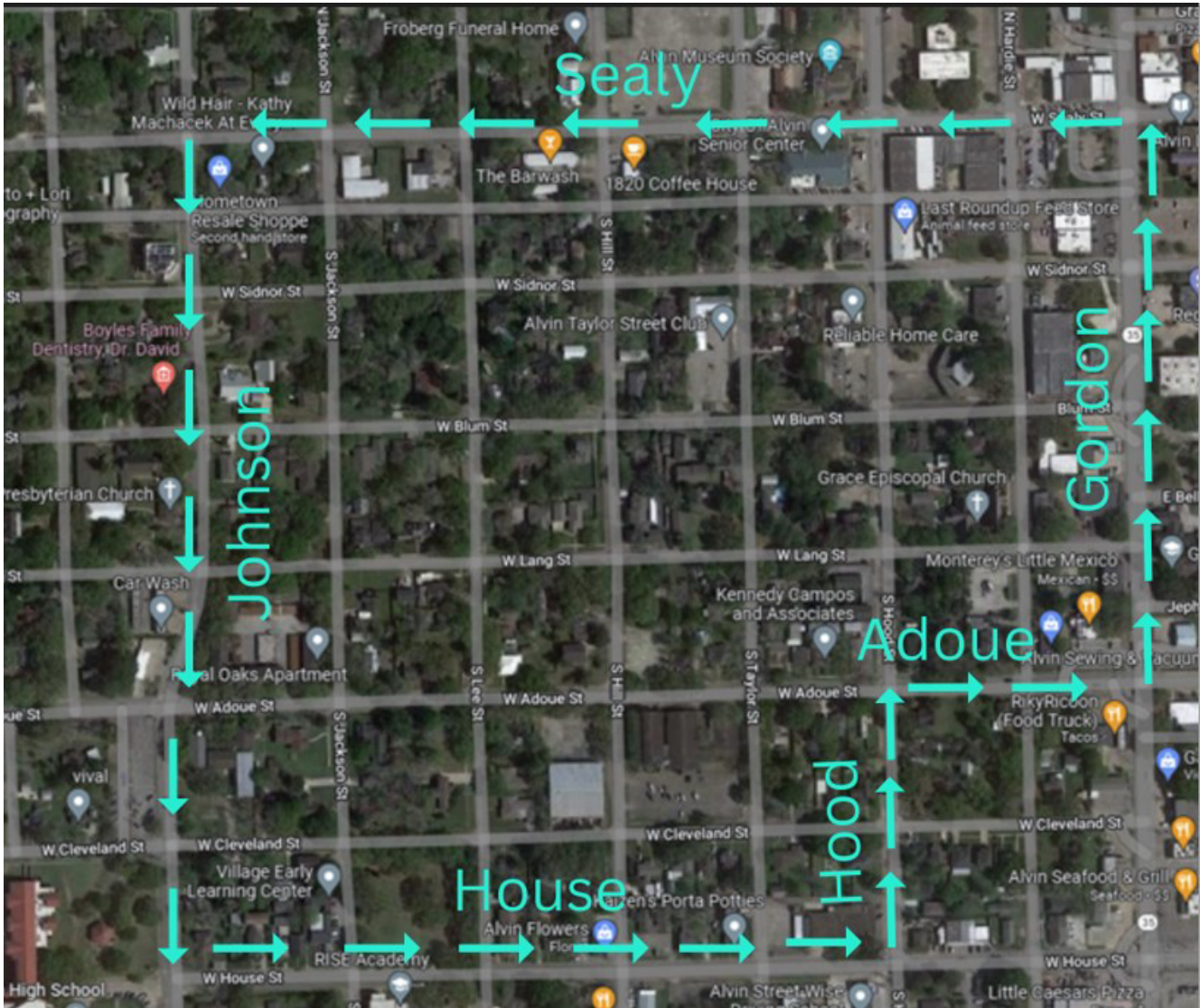
Agreement No. _____

Exhibit A
See Letter

Agreement No. _____

Exhibit B

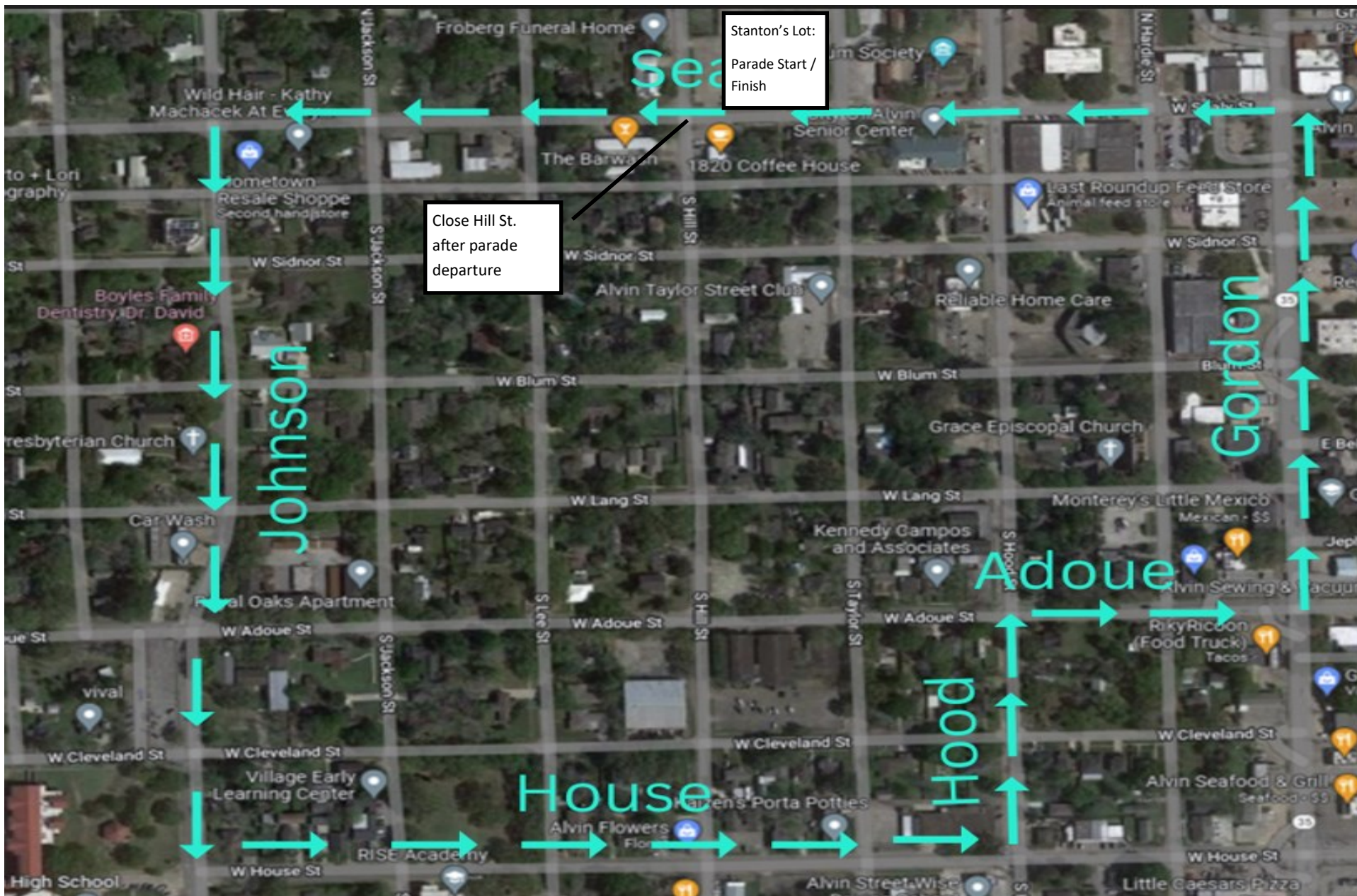
Exhibit C



2025 Veteran's Day Parade

Tuesday, November 11th, 12:00PM—1:00PM

1.5 miles, coordinates start/end: 29.423977, -95.247396





AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Parks and Recreation

Contact: Dan Kelinske, Director of Parks and Recreation

Agenda Item: Consider the purchase of a Rhino X 1808 mower from King Ranch Ag & Turf, through the BuyBoard cooperative purchasing network, in the amount of \$51,704.71; and authorize the City Manager to sign related documents upon legal review.

Type of Item: Contract/Agreement

Summary: Funding for the purchase of the Batwing Mower was approved in the FY 2025-26 budget, and will provide the Parks Department with a tractor-mounted mower to maintain park grounds, including, but not limited to Briscoe Park, Disc Golf course, etc. Should City Council authorize the purchase of the requested mower, it will replace a 12+ year-old rotary mower that is constantly out of service due to mechanical issues.

Staff recommends approval.

Funding Expected: Revenue ☐ Expenditure ☒ N/A ☐

Budgeted Item: Yes ☒ No ☐ N/A ☐

Funding Account: 311-7001-00-4250 **Amount:** \$51,701.71

1295 Form Required? Yes ☒ No ☐

Legal Review Required: N/A ☐ Required ☒

Date Completed: 10/13/2025 SLH

Finance Review Required: N/A ☐ Required ☒

Date Completed: CT 10/13/2025

Supporting documents attached:

1. CITY OF ALVIN RHINO X1808 MOWER 101425
-

Recommendation: Move to approve the purchase of a Rhino X 1808 mower from King Ranch Ag & Turf, through the BuyBoard cooperative purchasing network, in the amount of \$51,704.71; and authorize the City Manager to sign related documents upon legal review.

Reviewed by Department Head, if applicable: ☐
Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☒
Reviewed by City Manager, if applicable: ☒

Quote Summary

Prepared For

JAVIER LOPEZ
CITY OF ALVIN
JAVIER LOPEZ
216 W SEALY ST
ALVIN, TX 77511
Business: 281-330-2668
Email: JLOPEZ@CITYOFALVIN.COM

Prepared By

Doug Moore
King Ranch Ag & Turf
2135 Gulf Freeway South
League City, TX 77573
Phone: 281-338-1300
dmoore@king-ranch.com

Governmental Pricing is Valid for 30 Days from Date of Quote

TX BuyBoard 685-22 State Contract
Please make PO out to: King Ranch Ag & Turf & email to
Doug Moore (dmoore@king-ranch.com) for order entry
purposes.

Quote Id: 33424789
Created On: 11 September 2025
Last Modified On: 14 October 2025
Expiration Date: 31 October 2025

Equipment Summary	Suggested List	Selling Price	Qty	Extended
RHINO X1808 Mower	\$ 58,439.00	\$ 51,704.71	X 1 =	\$ 51,704.71
Equipment Total				\$ 51,704.71
Trade In Total				\$ 0.00

Quote Summary

Equipment Total	\$ 51,704.71
Trade In	
SubTotal	\$ 51,704.71
Est. Service Agreement Tax	\$ 0.00
Total	\$ 51,704.71
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 51,704.71

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote Id: 33424789 Customer: CITY OF ALVIN

RHINO X1808 Mower			Suggested List
			\$ 58,439.00
Hours:	0		
Stock Number:			
Code	Description	Qty	
X18008	Cut Width 17" 9", Overall Width 218", 16 Blades, 8 Gauge Deck, LED Light Kit, 4,035lbs	1	
Dealer Attachments			
1010	PDI	1	



AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Parks and Recreation

Contact: Dan Kelinske, Director of Parks and Recreation, Nicholas Newell, Chief IT Officer

Agenda Item: Consider the purchase of video surveillance with licensing and access controls for the Senior Center from DataVox through the Texas Department of Information Resources (DIR) Interlocal purchasing system, in the amount of \$99,035.12; and authorize the City Manager to sign related documents upon legal review.

Type of Item: Contract/Agreement

Summary: Funding for this item was approved in the FY2026 General Capital Projects Fund budget. The Camera and Access control system will provide the following benefits at the Alvin Senior Center:

- Create a more secure environment by adding access controls and upgraded cameras to monitor movement and restrict sensitive areas within the Senior Center;
- 3-year subscription fee for 7 new cameras and takeover of 15 existing cameras;
- 3-year subscription fee for 11 new access-controlled doors with licenses; and
- Scalability, ease of integration, and reduced maintenance costs make it a sustainable solution for security needs.

Staff recommends approval.

Funding Expected: Revenue ☐ Expenditure ☒ N/A ☐ **Budgeted Item:** Yes ☒ No ☐ N/A ☐
Funding Account: 311-7001-02-4100 **Amount:** \$99,035.12 **1295 Form Required?** Yes ☒ No ☐
Legal Review Required: N/A ☐ Required ☒ **Date Completed:** 10/13/2025 SLH
Finance Review Required: N/A ☐ Required ☒ **Date Completed:** CT 10/13/2025

Supporting documents attached:

1. Verkada Access Control and Cameras; Senior Center
-

Recommendation: Move to approve the purchase of video surveillance with licensing and access controls for the Senior Center from DataVox through the Texas Department of Information Resources (DIR) Interlocal purchasing system, in the amount of \$99,035.12; and authorize the City Manager to sign related documents upon legal review

Reviewed by Department Head, if applicable: ☐
Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☒
Reviewed by City Manager, if applicable: ☒

Physical Security Proposal

for

City of Alvin

216 W Sealy St
Alvin, TX 77511

Senior Center Verkada Access Control and Camera Takeover

DVXB-22641

Revision : 2

Last Modified : 9/16/2025

Note: This proposal is valid until 10/31/2025

DataVox TXDPS License B16503

Account Manager

Matt Clare

System Design

John Liput



DataVox Texas DIR Vendor Number: 176-025-1479-000

Contract Number: DIR-CPO-4766



6650 W. Sam Houston Pkwy S. | Houston, TX 77072 | 713-881-5300

1701 East Lamar, Suite 170 | Arlington, TX 76006 | 817-288-2700

DataVox Corporate Profile



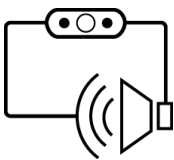
Advanced Technology Solution Partner Since 1988



DataVox Summary

Since 1988, thousands of businesses have counted on DataVox to be their trusted advanced technology partner. With DataVox, your organization can enjoy the convenience of working with a single company to design, implement and maintain all aspects of their technology needs. From audio visual, to data center, cloud, network technology, network cabling, phone systems and physical security solutions. Our award-winning customer service team is here to assist your organization 24 hours a day, 7 days a week.

Products and Services



Audio Visual



Cisco Systems



Cloud
Solutions



Cyber
Security



Data Center
Technologies



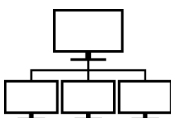
IT Support &
Managed
Services



Mobility



Network
Cabling



Network
Technology



Phone
Systems



Physical
Security



Smart
Building

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LOCATION SUMMARY

Location	Price
Video Surveillance	\$39,970.50
Access Control	\$59,064.62
Total Price (Excludes Sales Tax):	\$99,035.12

BILL OF MATERIALS

Note: Installed Price Includes Equipment and Labor

Video Surveillance	Installation Price
--------------------	--------------------

Video Surveillance Software Programming

	1	DataVox Security Programming Labor	\$1,640.00
Video Surveillance Software Programming			\$1,640.00

Video Surveillance Cameras

	15	DataVox Verkada Takeover of Existing IP Camera.and Programming of Compatible Analytics	\$1,537.50
OFE	15	OFE Verkada Takeover of Existing IP Onvif-S Compliant Camera. Customer to Provide Spreadsheet of Camera Models, User Names/Passwords Prior to Installation. Verkada Verification via CCQ Form Required.	\$0.00
	1	Verkada CC500-16TB-HW - Command Connector, 1U Rackmount, 60 Day Retention for up to 25 5MP or 12 4K Channels, 16TB Net Storage, 5 Year Warranty	\$6,384.27
	7	Verkada CD63-E Outdoor Dome Camera, 4K, Zoom Lens, 1TB of Storage, Maximum 60 Days of Retention	\$15,998.64
Video Surveillance Cameras			\$23,920.41

Network Equipment

OFE	1	OFE Owner Furnished Network Connectivity and Internet Services between Sites and Buildings	\$0.00
OFE	1	OFE Owner Furnished Patch Panels, Rack Equipment, Mounting Hardware, and Cable Tray	\$0.00
OFE	1	OFE Owner Furnished POE Network Switches for Security Devices in MDF/IDF Locations	\$0.00
Network Equipment			\$0.00

Security Cabling

	14	DataVox 5' Slim Cat 6 Patch Cable - Yellow	\$160.86
	7	DataVox Miscellaneous Pathway Support and Cabling Material	\$363.65

Senior Center Verkada Access Control and Camera Takeover

DVXB-22641

	2000	General Cable GenSPEED 6® - Cat 6 Cable, Plenum - Yellow	\$3,846.40
OFE	15	OFE Owner Furnished Cat5e/6/6A Cabling for Security Device Locations including Patch Cords, Patch Panels, and Rack Equipment	\$0.00
OFE	22	OFE Owner Furnished Dedicated Low Voltage Conduit Cable Pathway from Security Device Location to Nearest MDF/IDF. This includes Conduit, Coring, Boring, Connectors, Pull String, Penetrations and Junction Boxes as Required. Conduit Must be Installed Prior to DataVox Installation	\$0.00
	7	Panduit Cat 6 Modular Jack	\$166.04
	7	Panduit Cat 6 2 Port Surface Mount Box	\$133.70

Security Cabling **\$4,670.65**

Recurring Subscription - 3 Year

	22	Verkada 3 Year Camera License, Capacity Increase	\$8,816.94
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Recurring Subscription - 3 Year **\$8,816.94**

DataVox Management Services

	1	DataVox Solution Architect Design and Engineering Services	\$102.50
	1	DataVox Project Management Services Planning, Scheduling, Order Processing, Testing, Tuning, and Wrap Up.	\$820.00

DataVox Management Services **\$922.50**

Total: **\$39,970.50**

Access Control

Installation Price

Access Control Software Programming

	1	DataVox Security Programming Labor	\$2,255.00
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Access Control Software Programming **\$2,255.00**

Access Control Hardware

	2	Altex Power Cord for Power Supply	\$34.28
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City of Alvin



Senior Center Verkada Access Control and Camera Takeover

DVXB-22641

	2	Altronix AL1024ULACMCB Misc Power Supplies w/ Fire Relay Board Converts a 115VAC 60Hz Input into Eight (8) Independently Controlled 24VDC Fail-Safe and/or Fail-Secure outputs	\$1,732.50
	11	DataVox Access Control Door Rough In	\$3,492.39
	1	DataVox Miscellaneous Hardware For Mounting Components	\$1,596.19
OFE	11	OFE Owner Furnished Conduit Rough In for Access Control Door Locations based on Provided Door Typicals	\$0.00
OFE	1	OFE Owner Furnished Compatible Access Badges/Key Fob User Credentials	\$0.00
	11	Securitron DPS for Metal Doors - Black	\$1,474.99
	11	Securitron Rex Motion Detector	\$3,469.07
	3	Verkada AC42 4 Door Controller	\$8,859.81
	3	Verkada 4AH Backup Battery for AC41, AX11, and BP41	\$436.26
	11	Verkada AD34 Multi-format Card Reader with Bluetooth Unlock	\$5,057.47

Access Control Hardware \$26,152.96

Electrified Door Hardware

	11	DataVox Miscellaneous Cables, Connectors, and Hardware	\$1,938.75
	3	DataVox Signage Push to Exit	\$401.25
	1	Hes 8000C Compact Electric Door Strike for Cylindrical Lockset, 12/24VDC, Stainless Steel	\$880.71
	6	Hes 9400 Series Slim-Line, Outdoor Rated Surface Mounted Electric Strike, 12/24 VDC, Satin Stainless Steel	\$7,475.16
OFE	1	OFE Owner Furnished Existing Motorized Sliding Doors for Control and Opening via Access Control. DataVox Assumes there are Available Relay Input Ports for Control at Motor.	\$0.00

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City of Alvin



Senior Center Verkada Access Control and Camera Takeover

DVXB-22641

	3	RCI Single Mag Lock - 750lb Door	\$2,335.50
	3	Rutherford Controls 991 Series Pneumatic Time Delay Red Push To Exit Button, Stainless Steel Faceplate	\$1,466.22

Electrified Door Hardware

\$14,497.59

Network Equipment

OFE	1	OFE GC/Owner Furnished NC Fire Relay Connection for Electrified Hardware to Fire System	\$0.00
OFE	1	OFE Owner Furnished Network Connectivity and Internet Services between Sites and Buildings	\$0.00
OFE	1	OFE Owner Furnished Patch Panels, Rack Equipment, Mounting Hardware, and Cable Tray	\$0.00
OFE	1	OFE Owner Furnished POE Network Switches for Security Devices in MDF/IDF Locations	\$0.00

Network Equipment

\$0.00

Security Cabling

	3000	DataVox DataVox Composite Cable	\$7,799.10
	11	DataVox Miscellaneous Pathway Support and Cabling Material	\$577.50
OFE	11	OFE Owner Furnished Dedicated Low Voltage Conduit Cable Pathway from Security Device Location to Nearest MDF/IDF. This includes Conduit, Coring, Boring, Connectors, Pull String, Penetrations and Junction Boxes as Required. Conduit Must be Installed Prior to DataVox Installation	\$0.00

Security Cabling

\$8,376.60

Recurring Subscription - 3 Year

	11	Verkada 3 Year Door License, Capacity Increase	\$4,809.97
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Recurring Subscription - 3 Year

\$4,809.97

DataVox Management Services

	1	DataVox Solution Architect Design and Engineering Services	\$102.50
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City of Alvin



Senior Center Verkada Access Control and Camera Takeover

DVXB-22641

	1	DataVox Project Management Services Planning, Scheduling, Order Processing, Testing, Tuning, and Wrap Up.	\$2,870.00
		DataVox Management Services	\$2,972.50
Total:			\$59,064.62

ASSUMPTIONS AND EXCLUSIONS

This section lists DataVox's assumptions and exclusions for this Physical Security proposal.

- **Permitting:** Access control permitting is not included in this scope of work. DataVox will assist with the permit procedure. All costs and labor associated with the permitting process will be billed to the Customer at cost. The Access Control permit will be filed with the city or county as a separate standalone permit, and not part of Certificate of Occupancy permit. After plans are submitted to the city or county, no changes can be made. If the design of the access control is altered by the Customer or another trade additional fees will be applied. DataVox is not responsible for failing lock inspection due to the Customer-provided fire panel and exit signs not functioning or designed correctly. Permitting fees and inspections are based on work being performed during normal working hours (Monday through Friday between 7:00AM and 3:30PM. Additional costs may apply if after hours permitting and inspection are required. **The Customer will provide CAD lighting plans with locations of fire pulls, STI Stoppers, exit signs, and sprinklers of the building prior to installation. IMPORTANT: If the CAD lighting plans are not provided, an additional design fee will be billed.** The Customer will provide a copy of the certificate of occupancy number, if applicable. Intrusion permit will need to be submitted, paid and filed by customer at local jurisdiction prior to activating alarm system.
- **Net-New Access Control:** Customer to provide all required IP addresses for card readers prior to installation, including subnet and default gateway. Customer is responsible for providing wall space for mounting access control enclosures, 120VAC power, fire-rated plywood backboard, network uplink, and normally closed fire relay connectivity. This scope of work includes standard access control hardware required such as card readers, badges/credentials, REX motion sensors, door contacts, and power supplies for all new doors. Additional hardware that is not included such as door release buttons and panic buttons would require change order. Unless otherwise stated, any troubleshooting of existing equipment is not included in this scope and should be handled on separate service ticket.
- **Electrified Hardware Add:** DataVox scope of work includes providing and installing electrified hardware for new access control doors. Additional equipment such as key switches, STI stoppers, ADA equipment, fire pulls and exit signs are not included in this scope. AHJ code may require additional egress hardware to meet permitting requirements and may result in a change order. Unless otherwise stated, any troubleshooting of existing equipment is not included in this scope and should be handled on separate service ticket.
- **Badges/Credentials:** DataVox scope of work is based on customer utilizing existing badges or credentials. Customer must provide test badges with facility code, badge numbers, and card format prior to installation. Customer is responsible for mass employee badge enrollment and will be required to import existing users from old database and enroll credentials to new system prior to system cutover. DataVox is not responsible for badges being compatible with secondary systems such as shared building systems or time clock systems.
- **Existing Cameras:** Customer to provide all required model numbers, firmware, IP addresses, and username/passwords for existing cameras prior to installation, including subnet and default gateway. All IP camera and cable are assumed to be within 300ft of a network IDF/ switch or change order may be required. Troubleshooting or moving cameras is not included in this proposal unless otherwise stated. If existing camera firmware is incompatible with latest version of video management software, change order to replace devices may be required.
- **Network Connectivity:** Administrative and remote VPN access to Customer's network is to be provided to DataVox during installation. Active network hardware and connectivity, such as but not limited to internet service, network connectivity between multiple IT closets or buildings, and fiber/copper backbone is to be provided by others.
- **Network Equipment:** Customer is responsible for providing a conditioned IT environment with equipment rack, cabinet, wire management, cable trays, and power. Active network gear such as surge protection, workstations, PC speakers/headsets, monitors, KVMs, patch panels, POE switches, and UPS/ battery back-up are to be provided and installed by others.
- **Command Connector:** DataVox scope of work includes providing and installing Verkada Command Connector(s) for appropriating existing Avigilon cameras into Verkada Command software. Specifications for the CC500 connector support up to (25) channels at 5MP with 16TB net storage at an estimated 60 days of retention. Some of Verkada's analytics require edge-based processing, and unsupported third-party devices being brought into Command may experience some limitations, and retention is based on typical industry standards and is not guaranteed across all third party devices. Storage retention includes additional 3rd party cameras intended to be brought into Verkada Command utilizing the Verkada Command Connector.
- **Access Control Cabling:** DataVox scope of work includes providing and installing security 18 AWG or industry standard composite cabling for access control. If specific cable color is required and not included in this scope, change order may be needed. If required, elevator traveling cable to be provided by others.
- **Camera Cabling:** Security Cat 5e/6 cable and patch cables for camera/IP device locations are not included in this scope and to be provided and installed by others. This includes wall penetrations, surface boxes, termination, and testing prior to installation. Existing cabling intended to be reused is assumed to be functioning properly today with proper installation and slack for connecting new devices

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or change order may be required.

- ☐ **Lift Rental:** Scissor and/or boom lift rental and fuel costs are not included in the project. If lift is required, customer is responsible for providing a lift accessible for the duration of the project. If the customer is unable to provide the required lift, DataVox will provide and bill back costs to the Customer.
- ☐ **Conduit:** All conduit, coring, boring, floor cores, back boxes, door rough in conduit, door cable enclosures, outdoor rated enclosures for all security devices will be provided by others. All conduits must be verified during installation process and cannot necessarily be deemed usable during the site survey or sales process. If conduit is proved to be inefficient (i.e. rotten, crushed or too small for additional cable runs), it will result in a change order. Equipment such as pedestals, concrete, bollards, motors, gate hardware, and poles are not included in this scope of work. Conduit pipe and junction boxes for garage, stairwells, high ceiling, and/or warehouse mounted devices as required will be provided by others. Hard deck ceilings will require pathway, wiremold, or cutting of sheetrock for cabling of devices. Patch, paint, and repair is not included in this scope of work.
- ☐ **Demo:** Unless otherwise stated in this scope of work, demo of existing equipment and cabling is at the responsibility of the customer.
- ☐ **Returns/Exchanges:** Restocking fee of 25% on all returnable items will apply. Special order items and licenses are non-refundable.
- ☐ **Existing System Training:** DataVox end user training includes up to 1 hour training session to review system adds/changes from this scope of work. If detailed end user training is required, labor will be billed on separate service ticket or applied to SSA block of hours.
- ☐ **Recurring Subscriptions:** Subscription annual/multi-year pricing included in this scope of work is based on included device counts and current manufacture licensing requirements and pricing. Pricing is subject to change if manufacture license structure or pricing has changed at time of renewal. Any changes to account or additional devices added to account will also impact subscription pricing at renewal.
- ☐ **Stored Materials:** DataVox shall bill Customer for one hundred percent (100%) of all materials and equipment not incorporated into the work but delivered and suitably stored on-or offsite, and if applicable, a reasonable storage fee. Payment for such materials and equipment shall be made in accordance with the payment terms described herein. If requested, DataVox will provide:
 - ☐ Bill of Sale identifying the materials and equipment as the property of Customer
 - ☐ Evidence that all materials and equipment are insured for loss of any kind either at the stored location
 - ☐ Certificate of insurance; and
 - ☐ Photographic evidence of the stored materials and equipment.
- ☐ **U.S. Tariff Price Adjustments:** The pricing offered as of the date of this Proposal or SOW is based on the current pricing and availability of products. In the event tariffs, duties, surcharges, or similar charges ("Tariffs") are imposed by any manufacturers or suppliers after the date and/or execution of this Proposal or SOW, DataVox agrees to promptly notify Customer and make reasonable efforts to mitigate the impact of any Tariffs and avoid any price increases. If no viable alternatives are found, Customer shall be responsible for the Tariff, provided that DataVox has exhausted all reasonable alternatives, including the sourcing of alternative products. If Customer elects to cancel the Proposal or SOW as a result of the Tariff, Customer may be responsible for a termination fee for any non-refundable prepaid services and non-returnable products ordered, in transit, or held in storage for the benefit of Customer.
- ☐ **Non-DIR Related Items:** The following manufactures products are not included in the DIR Contract pricing of this proposal: Miscellaneous cabling, Altronix, Securitron, A;tex, RCI, Rutherford Controls and mounting hardware

Acknowledged and Accepted

Initial

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BASELINE RESPONSIBILITIES

DataVox Responsibilities

This section lists DataVox's responsibilities for this Physical Security proposal.

- **Building Codes:** Install all equipment according to manufacturers' specifications, national and local building codes and regulations, and will be in conformity with good engineering practices.
- **ADA:** All equipment will be installed with provisions for the safety of the operator in accordance with the Americans with Disability Act (ADA) guidelines.
- **Dress Code:** All DataVox staff will dress in a professional manner displaying the DataVox logo. All DataVox staff will wear required Personal Protection Equipment (PPE). They will conduct themselves in a professional, courteous, and respectful manner to all others present.
- **Work Environment:** DataVox will maintain a clean working environment, storing tools and equipment when not in use and discarding refuse as often as reasonably possible. While DataVox cannot take responsibility for furniture or Customer furnished equipment in the workspace, DataVox will take reasonable precautions to protect all Customer furnished equipment, floors, walls, ceiling tiles, windows and window coverings, and furniture and other surfaces from damage, staining or unreasonable breakage while on site.
- **Supervision:** DataVox will appoint a Project Manager (PM) and/or Lead Technician (LT) to oversee the installation. During system implementation, please direct all communications through this designated contact. PM or LT will coordinate with other trades to facilitate and expedite project progress. DataVox will inform the Customer of any interference or potential delays which could impede implementation of the Physical Security system, thereby helping to avoid any additional charges.
- **Change Orders:** DataVox will provide written documentation of any Change Orders (CO) for work requested by the Customer which deviates from the original, approved Proposal and Scope of Works. CO's will be billed at our published labor rates plus materials, shipping, handling, restocking, and other charges imposed by suppliers.
- **Coordination Meetings:** DataVox recommends weekly coordination meetings between the Customer, DataVox and all other trades in which we will report to the Customer the status of the project. Any identified foreseeable restrictions or insurmountable issues outside our control that could impact the overall project schedule will be reviewed with the Customer.
- **DataVox Warranty:** A 90-day labor warranty will be included in this proposal, excluding Customer-provided equipment and existing cabling. All hardware will abide by manufacturer's warranty.

Customer Responsibilities

This section lists the Customer responsibilities for this Physical Security proposal.

- **Safe Work Environment:** Provide DataVox staff, contractors and others working on-site a safe working environment consistent with OSHA rules and regulations. DataVox reserves the right to refuse to work or install any equipment in an area where, at the sole discretion of DataVox, the safety of those involved is of concern.
- **Access to worksite:** Provide access to the worksite, and all work will typically take place between the hours of 07:00 and 17:00 Monday through Friday, except on public holidays, unless specified otherwise in the DataVox Proposal. Work completed at any other time will be billed at OT rates published in **Change Order Labor Rates**. For the safety of all concerned, it is requested that the work area be free and clear, for example, of other trades, clients of the Customer, and employees during the installation period.
- **Secure Storage:** Provide a secure, climate-controlled area on-site to store equipment during the installation period. Delivery of goods, supplies, and equipment to this on-site storage location, or equipment that has been installed in its designated location will be considered as 'Delivered' for billing purposes and will be invoiced accordingly. Responsibility for the equipment passes to the Customer immediately upon installation or delivery to the on-site storage. Any loss due to vandalism, theft, burglary, fire, water ingress, or any other means outside the direct control of DataVox shall be replaced at the Customer's expense.
- **Uninterrupted Workflow:** Provide availability of continuous, uninterrupted workflow in the environment in which the Physical Security will be installed. Delays in work caused by interference of other trades, inability to access the workspace during the stated hours, inability to access equipment stored on site, or other reasons caused by the Customer will be charged at rates published in **Change Order Labor Rates**. If DataVox crew arrives to work on-site at the appointed time and work cannot proceed due to dangerous conditions, inability to access the site, lack of power, interference by others which are within direct, reasonable control of the Customer, it will result in a half day charge for the crew.
- **Miscellaneous Items:** Additional items may be required for completion during project execution which DataVox or the customer did not foresee (for example, copper or fiber patch cables, power cords, and optics.) If miscellaneous items are required beyond what is included in the bill of materials, these items will be provided by the customer, or the items can be purchased from DataVox following the standard change management process.

Acknowledged and Accepted

Initial

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PROJECT PRICING SUMMARY

Total Installation Price:	\$99,035.12
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Grand Total:	\$99,035.12
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Purchase Options

☐ Cash Purchase Terms of Payment:

<i>Billing Milestones</i>		<i>Amount Due</i>
PO Required: Progress Payments (Multiple Invoices Upon Receipt of Goods/Work Completed) - Net 30	100.00 %	\$99,035.12
Total Payments (Excluding Sales Tax):		\$99,035.12

Acknowledged and Accepted

Initial



ACCEPTANCE OF PROPOSAL

When (but only when) signed by buyer and an authorized representative of DataVox this shall be a binding, legal contract.

The prices, specifications, and conditions in this proposal are satisfactory, and are hereby accepted in their entirety. Buyer hereby agrees to purchase the Equipment and authorizes DataVox to do the work, and provide the materials specified, and payment will be made as outlined above. The price quoted in this Physical Security Proposal is based upon the Equipment included in this Physical Security Proposal. Any changes in the Equipment or installation may result in a change in the price. Any such change must be in writing, signed by all parties.

DataVox reserves the right to modify payment terms at any time based on a review of the Customer's credit.

THIS AGREEMENT, WHEN SIGNED BY BOTH PARTIES (BELOW), SHALL BE GOVERNED BY THE TERMS AND CONDITIONS IN THIS PHYSICAL SECURITY PROPOSAL. THERE ARE NO OTHER AGREEMENTS, OR WARRANTIES, ORAL OR WRITTEN, EXCEPT AS EXPRESSLY STATED IN THIS PHYSICAL SECURITY PROPOSAL. THIS AGREEMENT CANNOT BE MODIFIED EXCEPT IN WRITING SIGNED BY BOTH PARTIES.

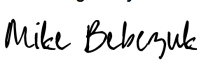
Buyer acknowledges having read and understood all of the terms and conditions printed in this Physical Security Proposal and acknowledges receipt of a complete executed copy of this Agreement. Buyer understands and agrees that this Physical Security Proposal and all of the terms and conditions hereof shall be a binding, enforceable contract when signed by Buyer and by an authorized representative of DataVox.

Approval Signatures

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto have caused this Proposal to be duly executed.

DataVox, Inc.

DocuSigned by:



02ED091B5DC1404...

(Signature)

By: _____

Name: _____ Mike Bebczuk

Title: _____ Vice President, Building Technology Solutions

Date: _____ 10/9/2025 | 8:23 AM CDT

City of Alvin

By: _____

(Signature)

Name: _____

Title: _____

Date: _____

TERMS AND CONDITIONS

In addition to the DataVox Standard Terms and Conditions found at <https://www.datavox.net/terms-and-conditions/>, the applicable DIR terms and conditions found at <https://www.datavox.net/state-purchasing-cooperatives/texas-dir/> apply to this Agreement. In the event of any conflict between the terms of the DataVox Standard Terms and Conditions and the DIR terms and conditions, the DIR terms and conditions shall prevail.



AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Information Technology

Contact: Nicholas Newell, Chief IT Officer

Agenda Item: Consider an agreement with Square3, through Choice Partners Cooperative, to purchase Scale Computing hardware for a server infrastructure refresh in the amount of \$111,431.43; and authorize the City Manager to sign related documents upon legal review.

Type of Item: Contract/Agreement

Summary: This item is part of the FY2026 Adopted Budget in the Information Technology Services Fund, which authorizes the refresh of the City's central server infrastructure — the backbone computer systems that store and process data for all departments. These servers support essential daily operations, including file storage and sharing, finance and utility billing, permitting and inspections, geographic information systems (GIS), and public safety applications. The City has a long-standing relationship with Square3, which has consistently provided reliable service and support for technology projects.

The current servers have been in place for 8 years, installed in 2017. As of September 24, 2024, they are no longer under manufacturer support. This increases the risk of outages and slows response times for staff. It also affects compliance with the FBI Criminal Justice Information Services (CJIS) security policy, a required compliance standard for the Police Department.

The upgrade replaces aging equipment to improve reliability, increase processing speed, and reduce the risk of outages. Standardizing the hardware platform will also simplify maintenance, streamline security updates, and provide stronger vendor support. The purchase includes warranty and full support from Scale Computing.

Staff recommends approval of this purchase.

Funding Expected: Revenue ☐ Expenditure ☒ N/A ☐ **Budgeted Item:** Yes ☒ No ☐ N/A ☐

Funding Account: 613-2505-00-4150 **Amount:** \$111,431.43 **1295 Form Required?** Yes ☒ No ☐

Legal Review Required: N/A ☐ Required ☒ **Date Completed:** 10/13/2025 SLH

Finance Review Required: N/A ☐ Required ☒ **Date Completed:** _____

Supporting documents attached:

1. Scale; 3 Year Proposal; Square 3

Recommendation: Move to approve an agreement with Square3, through Choice Partners Cooperative, to purchase Scale Computing hardware for a server infrastructure refresh in the amount of \$111,431.43; and authorize the City Manager to sign

related documents upon legal review.

Reviewed by Department Head, if applicable: __

Reviewed by City Attorney, if applicable: X

Reviewed by Chief Financial Officer, if applicable: __

Reviewed by City Manager, if applicable: X

We have prepared a quote for you

Scale 1450 Cluster & 3 Yr HyperCore

Quote # 013502

Version 1

Prepared for:

City of Alvin

Prepared by:

Square3 IT

Executive Summary



Contract Pricing

HCDE 22/043KN-13 | This price quotation is valid for HCDE/CP members in good standing.

Hardware Products - Tiered Production 1

Description		Price	Qty	Ext. Price
Scale Computing HC1450D  • XEON SP CPU 3X HDD 1 X NVMEHC1450D CHASSIS • 12C/24T 2.0GHZ 4000MT/SINTEL SILVER 4410Y (Qty 2) • DDR5 4800 MHZ RDIMM 32GB RAM (Qty 12) • 3.5IN U.2 NVME SSD15.36TB • 16TB 3.5IN SAS HDD 16TB 3.5IN SAS HDD (Qty 3) • INTEL E810-DA44-PORT 10/25GBE SFP28		\$17,537.19	3	\$52,611.57

Subtotal: \$52,611.57

Software and Service Products - Tiered Production 2

Description		Price	Qty	Ext. Price
SC//HYPERCORE - 24C-PS 3 YEAR LICENSE AND SOFTWARE 		\$17,854.40	3	\$53,563.20
3 YRS HW WARRANTY 		\$3,156.66	1	\$3,156.66
ZERO DOWNTIME REFRESH ADVANCED HARDWARE REFRESH 		\$700.00	3	\$2,100.00

Subtotal: \$58,819.86

Scale 1450 Cluster & 3 Yr HyperCore



Prepared by:

Square3 IT

Drew
979-297-1117
Fax 979-297-1498
drew.davenport@square3it.com

Prepared for:

City of Alvin

216 West Sealy
Alvin, TX 77511
Nicholas Newell
(281) 388-4206
nnewell@cityhall.cityofalvin.com

Quote Information:

Quote #: 013502

Version: 1
Delivery Date: 10/07/2025
Expiration Date: 11/03/2025

Your Selected Service

Description	Amount
Hardware Products - Tiered Production 1	\$52,611.57
Software and Service Products - Tiered Production 2	\$58,819.86

Total: \$111,431.43

This Order together with the Master Services Agreement and Service Attachments and other terms and conditions identified on Exhibit A, all of which are incorporated herein by reference (collectively, the "Agreement") is between Square3 (sometimes referred to as "we," "us," "our," or "Provider"), and the customer found on the signature block at the end of this Order (sometimes referred to as "you," "your," or "Client"). This Agreement is effective as of the date both parties have signed below (the "Effective Date."). Both Provider and Customer are sometimes referred to individually as a "Party", or together as the "Parties". Any capitalized terms in this Order not directly defined are referred to in the applicable document identified on Exhibit A of this Order. If there is a conflict between this Order, the Master Services Agreement, any Service Attachment, or Exhibit, this Order will control.

The parties hereby agree that electronic signatures to this Order shall be relied upon and will bind them to the obligations stated herein. Each party hereby warrants and represents that it has the express authority to execute this Agreement(s). This Order supersedes all prior negotiations, proposals, orders, agreements and communications between the parties regarding Provider's Services.

The terms and conditions identified on Exhibit A are subject to change at Provider's discretion. You should review these documents periodically and prior to entering into a new Order. You may access the current version of the terms and conditions at any time by visiting <http://square3it.com/legal>.

The parties, acting through their authorized officers, hereby execute this Agreement.

IN WITNESS WHEREOF, this Order Form is agreed to by the parties below and entered into as of the Order Effective Date.

By signing below, Client acknowledges, represents, and warrants that it has read and agree to the terms and conditions in the following documents, which are incorporated herein by reference and can be found at Exhibit A.

Square3 IT

City of Alvin

Signature:



Name: Drew Davenport

Title: Account Manager

Date: 10/07/2025

Signature:

Name: Junru Roland; City Manager

Date:

Exhibit A

Agreement	Description
Master Services Agreement	General terms and conditions applicable to all Provider products and services.
Service Attachment for Managed Services	Core managed services including monitoring, remote management, and help-desk.
Service Descriptions	Descriptions of Services that Provider may offer if included in the Order.
Service Level Objectives	Targeted response times by tier of severity.
Schedule of Third-Party Services	Notice of third-party service providers and waiver of claims.
Data Processing Agreement	Data security and privacy agreement including statutorily required terms.



AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Parks and Recreation

Contact: Dan Kelinske, Director of Parks and Recreation

Agenda Item: Consider Resolution 25-R-25, revising the Athletic Facilities Policy for the use of parks and recreation facilities; establishing an effective date; and setting forth other matters related thereto.

Type of Item: Action Item

Summary: The Athletic Facilities Policy is designed to ensure all City facilities are utilized in a safe and efficient manner. The Policy provides priority use of athletic facilities for those associations requiring perpetual use and who provide recreational service(s) or meet a community need. Recommended changes to this policy occur as necessary and are the result of collaborative efforts between the Alvin Sport Associations (ASA), Parks and Recreation Board, and Parks Department staff.

At the regular board meeting on September 2, 2025, the current Alvin Sport Associations, Park Staff and Park board members discussed changes to the Athletic Facilities Policy. The Parks Board recommended and unanimously approved the changes. Staff recommends approval of Resolution 25-R-25.

Proposed Changes	Rationale
Add new section "Appeal Process"	Creating an appeal process for an organization whose Alvin Sport Association application was denied.
Creating a fee of \$250 per occurrence for an Alvin Sport Association caught subletting athletic fields	Prohibiting subletting was previously added into the policy. To deter this practice in the future, adding a fee is recommended.
Adding language, charging Alvin Sport Associations the daytime rate of \$35 per hour per field for any Alvin Sport Association was charged on a consistent basis reserving and not using athletic fields.	Higher demand for athletic field usage requires accurate scheduling from all Alvin Sport Associations. The practice of "block scheduling" by Alvin Sport Associations prevents maximizing field usage when otherwise available.
Exhibit A - **include new applicants**	List all applicants for Alvin Sport Association designation that have met the requirements outlined in the City of Alvin Athletic Facilities Policy for 2025-26.

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☒ N/A ☐

Funding Account: _____ **Amount:** _____

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☒

Date Completed: 10/13/2025 SLH

Finance Review Required: N/A ☒ Required ☐

Date Completed: _____

Supporting documents attached:

1. Resolution 25-R-25; Athletic Policy
 2. Exhibit A; Athletic Use Policy Update (redlined)
 3. Exhibit A; Athletic Use Policy Update (clean copy)
-

Recommendation: Move to approve Resolution 25-R-25, revising the Athletic Facilities Policy for the use of Parks and Recreational facilities; establishing an effective date; and setting forth matter related thereto.

Reviewed by Department Head, if applicable: ☐

Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Manager, if applicable: ☒

RESOLUTION NO. 25-R-25

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, REVISING THE CITY'S ATHLETIC FACILITIES POLICY FOR USE OF THE CITY'S PARKS AND RECREATIONAL FACILITIES; ESTABLISHING AN EFFECTIVE DATE; AND SETTING FORTH OTHER RELATED MATTERS.

WHEREAS, the City of Alvin provides Park and Recreational facilities for which procedures and guidelines are needed to keep an attractive appearance and the ability to properly maintain the facilities;

WHEREAS, establishing Procedures and Guidelines for the City of Alvin and the Alvin Sports Association to control the use, planning, and maintenance of the City of Alvin Park and Recreational facilities in a safe and efficient manner is warranted; and

WHEREAS, establishing and revising Procedures and Guidelines for the City of Alvin Athletic Facilities Policy, attached hereto as Exhibit "A" (and incorporated herein by reference), upon review and consideration by the City Council approves and authorizes this action.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, THAT:

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Proceedings. That the revised Procedures and Guidelines for the City of Alvin Athletic Facilities Policy attached hereto as Exhibit "A" are hereby adopted.

Section 3. Open Meetings. It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED this the 16th day of October, 2025.

CITY OF ALVIN, TEXAS

ATTEST:

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary

CITY OF ALVIN PARKS & RECREATION DEPARTMENT



2025 ATHLETIC FACILITIES POLICY

Exhibit A to Resolution 25-R-25

CITY OF ALVIN
POLICY FOR USE OF PARK AND RECREATIONAL FACILITIES

The policy for use of City of Alvin Park and Recreational facilities is comprised of procedures, regulations, and guidelines designed to ensure that all facilities are utilized in a safe and efficient manner. The City of Alvin develops and maintains park and recreational facilities to serve the residents of Alvin.

Priority use of the athletic facilities is reserved for associations requiring the on-going, scheduled use of a facility to provide a recreational service or to meet a community recreational need. "Sports Association," as defined for the purpose of this document, is a non-profit organization under the terms of a 501(C)(3) status of the Internal Revenue Service that conducts its own affairs within the framework of policies established by the City of Alvin for use of City facilities and is recommended by the Park and Recreation Advisory Board.

CITY OF ALVIN
ATHLETIC FACILITIES PROCEDURES AND GUIDELINES

PARTIES:

The City of Alvin, hereinafter referred to as the "City," and the City of Alvin Parks and Recreation Department, hereinafter referred to as "Parks," and the Alvin Sports Association, hereinafter referred to as the "ASA." Parties outlined in the Exhibit A will be designated as ASAs for the current year. Exhibit A shall be amended, as necessary, to reflect the current ASAs. Each organization shall designate one (1) person to act as the contact person for the sports association, and shall submit, the person's name, title, address, best contact phone number(s) to the Parks and Recreation Department. Each ASA is responsible for submitting their application by September 15th annually. The Director of Parks, or designee, shall act as the City's liaison to the ASA.

A Non-Association group seeking to become an ASA may apply using the Application for ASA use of City Athletic Facilities, under the following conditions:

- o Use of facilities does not interfere or coincide with existing ASA or City usage;
- o Applicant has demonstrated or can demonstrate a sustained demand for the sport;
- o Proof of current non-profit status or application submittal under the terms of a 501 (c)(3)

to the IRS; and

- o Failure to obtain non-profit 501 (c)(3) status with the IRS within twelve (12) months from the date of application, applicant shall forfeit ASA status with the City of Alvin.

Non-Association groups or individuals seeking reserved use of City athletic facilities may do so under the following conditions:

Daily Usage

- o Times and dates do not conflict with City or ASA use and are not requested more than two weeks prior to use.
- o Use of facilities does not exceed four (4) consecutive days (i.e., Monday through Sunday tournament from 6:30 a.m. to 10:30 p.m.).
- o Payment is rendered in advance based on a charge of Thirty-Five Dollars (\$35.00) per hour per field for daytime use and Seventy Dollars (\$70.00) per hour per field for use of field lights.

Tournament Usage

- o Tournament is defined as being separate from league play, having a separate entry fee and including a team(s) from other jurisdictions to compete in a onetime competition.
- o Application along with a \$200 damage deposit is made at least thirty (30) days prior to anticipated use, unless otherwise approved by the Director of Parks and Recreation or designee.
- o Satisfactory arrangements are made for refuse collection and sanitation with the Parks Department at the scheduling of the tournament. Large scale tournaments may need to reference the event application for additional resources. All or part of the deposit may be relinquished based on the condition of the park after the tournament.
- o If necessary, a fee is presented to defray the cost of additional security forces supplied by the City for the proposed use or activity.
- o Proof of insurance or a signed waiver of liability not holding City responsible for injury or damages.

- o Tournament host may only use the fields as designed and may not alter the fields in any way.

APPEAL PROCESS:

In the event that an ASA or Non-ASA is not able to meet the mentioned conditions listed throughout the policy and are denied ASA status, the organizations can request an appeal.

- o An appeal must be requested in writing to the Parks Director or designee, that includes solutions to areas that resulted in the denial of ASA status. (e.g., did not have a 501c3, submitted and started the process to obtain non-profit status).
- o Appeals may be considered and moved to the next step if the appeal is submitted in writing to the Director or Designee within 30 days of denial, and no later than October 30th.
- o The organization must provide sufficient documentation to warrant moving forward with the appeal process, and the ASA or Non-ASA is in good standing with the community.

If the Director or designee agree that the facts provided warrant the appeal, the appeal will be brought to the Parks and Recreation Board. If the Board grants the appeal, the appeal will move to the final step of City Council. City Council has the final say on all appeals. In the event that the appeal is not moved forward by the Parks Board/or Council, the process ends there, and steps can be taken to reapply the following year.

CONDITIONS FOR USE:

All Alvin Sport Associations shall attend any necessary sport association meeting. The ASA shall submit their completed application. Applications shall include proof of liability insurance naming the City as an additional insured, list of the ASA Board of Directors with appropriate email addresses and phone numbers, proof of ASA's 501c3 non-profit status, and tryout, practice, game, and light schedules. Upon submission of completed application, each ASA shall provide a breakdown of total participation into percent within City limits and percent outside City limits.

All Alvin Sport Associations shall conduct background checks on all volunteers and/or paid employees who will interact with youth and shall maintain documentation of completed background checks for review upon request by the City. If the background checks reveal that an employee or volunteer is unsuitable for working with youth, the ASA shall not allow the volunteer

or employee to interact with youth. A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes:

(For purposes of this policy, *guilty* shall mean that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilt (regardless of adjudication), or received court directed programs in lieu of conviction.)

SEX OFFENSES

- o All Sex Offenses – regardless of the amount of time since the date of offense.

Examples include Sexual Assault, Prostitution, Solicitation, Indecent Exposure, etc.

FELONIES

- o All violent Felony Offenses – regardless of the amount of time since the date of offense.

Examples include Murder, Manslaughter, Aggravated Assault, Kidnapping, Robbery, etc.

- o All Felony offenses other than violence or sex within the past the (10) years.

Examples include drug offenses, Theft, Embellishment, Fraud, Child Endangerment, etc.

MISDEMEANORS

- o All misdemeanor violence offenses within the past seven (7) years.

Examples include Assault, Family Violence Assault, Failure to Stop and Give Information, Theft, Driving While Intoxicated, etc.

- o Two (2) or more misdemeanor drug and alcohol offenses within the past seven (7) years.

Examples include Driving While Intoxicated, drug possession, Disorderly Conduct, Public Intoxication, Possession of Drug Paraphernalia, etc.

PENDING CASES

Individuals found to have pending court cases for any of the disqualifying offenses will be disqualified. If the disposition of the pending case results in the case not meeting the criteria for disqualification as listed above, the individual will be cleared and reinstated.

DETERMINING FACILITY USE:

Use of any park and recreational facilities shall be determined by “historical precedent” for any certain facility during a specific season. “Historical precedent,” for the purpose of this document, is defined to mean “a particular organization, which has been first to establish a continued use of a specific facility, for a designated time frame or season, and which has more than one use of occurrence.” The organization will be granted priority use of a facility by the City on a per season basis; however, facilities will remain open for public use (and for other organizations) when such use does not interfere with current scheduled activities. Subleasing athletic fields shall be strictly prohibited. **If the City discovers that subletting has taken place, a fine of \$250.00 per team, per occurrence, will be issued to the ASA.** Use by the public will be on first come first served basis, providing facilities are not already reserved by groups or individuals. Requests for field usage made by non-ASA’s do not conflict with City or ASA use and are not requested more than two weeks prior to use. The City reserves the right to schedule facilities during times when facilities are not being utilized. **Field schedules should reflect planned use only – block schedules are strictly prohibited. If the city finds that a field is being scheduled but not used on a consistent basis, the ASA will be charged a field rental fee of \$35.00 per hour.** All scheduled use of facilities will be determined by the City. The City may designate “down time” for maintenance, regeneration time and/or emergency times.

A Sports Association’s percentage of non-resident participation may be considered when determining the number of facilities available for use by the Sports Association. Joint use of facilities by different Sports Associations will be considered and encouraged. If cooperation between different Sports Associations cannot be achieved regarding field usage, the Parks Department shall act in the best interest of the community by establishing field usage.

Designated down time for the Turf Management Program will take place twice a year with fertilizing two additional times per year. Plan for field maintenance in November and February and fertilizing in April and June on all sports fields.

SPECIAL USE OF FACILITIES:

The City of Alvin reserves the right to host athletic leagues, tournaments, special events, and programs at all public park facilities. The City will make every effort to schedule special events during non-peak use time periods.

The Parks Director must approve any Sports Association arrangements with other organizations for use of public facilities. Organizations or individuals wishing to host clinics, workshops, and/or programs that are performed by agencies other than the ASA are requested to schedule such programs with the City at least thirty (30) days prior to the beginning of the program. (See page 4, Conditions for Use.) Individual teams hosting tournaments as fundraisers must submit a written request to host such tournaments through the Alvin Sport Association. The ASA shall ultimately be responsible for upholding City requirements for field usage.

HOURS AVAILABLE FOR USE:

City parks are open daily to the public from 6:30 a.m. until 10:30 p.m. All park facility usage must be completed no later than 10:30 p.m. unless otherwise approved by the Parks Director.

FACILITY KEYS:

Where applicable, keys will be provided to the restrooms, concession, and storage buildings. If requested, a maximum of three (3) keys will be issued for each facility. Sport Associations will be assessed a Fifty Dollar (\$50.00) deposit per key. Key deposits will be refunded upon return of issued keys, at the end of scheduled use periods. All keys for City facilities shall not be duplicated or reproduced, and all keys shall be returned to the Parks director within 30 days, should the Association completely vacate the sports park facility.

UTILITIES:

ASA's utilizing lighted facilities will be required to pay fees for use of lights after the allotted eight (8) hours per month given by the City for the use of the league account. The league account will be established at the beginning of each season. The reserved use of lights will be assessed at a rate of Thirty-Five Dollars (\$35.00) per hour per field. The City will pay the costs associated with providing water. The City will not be responsible for any costs associated with any type of utility services at facilities that are not owned and maintained by the City.

AUTOMATED LIGHTING SYSTEM:

Field light schedules are due two weeks prior to the start of each season. ASAs can opt to self-schedule through Civic Rec or have staff schedule lights. Each ASA shall monitor the times lights are used as they will be charged for the actual light usage. Each ASA shall provide a field

usage schedule in advance of usage and payment for anticipated light usage to the Alvin Parks and Recreation Department. Actual light usage shall be downloaded and verified by the 5th of the following month. (Example: March lighting will be paid in advance of March use; however, usage will be verified by April 5th). Once verified, a new invoice will be sent reflecting an outstanding amount or credit placed on the account. Failure to pay any invoice shall result in the suspension of that ASA's light usage until the invoice is paid in full. Lights will only be scheduled by city staff once payment is made.

MUSCO LIGHTING:

Musco lighting is now available at select parks and ASAs at those parks have been provided the number (1-877-347-3319) to call to make adjustments to previously scheduled lighting.

Musco App access shall be granted on a per season of play (spring, summer, fall, winter) basis, provided that the ASA submits a completed light schedule and has paid in full. App access will be granted for no more than three (3) users per ASA, and access may be revoked by the determination of the Parks Director or designee.

CONCESSION/STORAGE BUILDINGS/RESTROOMS:

Scheduled use of restrooms or concession/storage buildings will be on per season basis, with use determined by the historical presence of an Alvin Sports Association at a specific facility. Only one ASA per season will be granted priority use of a specific building unless another Sports Association requests use of the building during the same time frame. The Sports Association with priority use of the building may choose to share use, contingent upon the City's approval. The non-priority association (sharing) is approved on a per season basis and must adhere to rules of the primary Association. A Five Hundred Dollar (\$500.00) damage deposit will be required prior to any use of restrooms or concession/storage buildings, and with repair of damage to be paid by such deposit. If there is damage or misuse of restrooms during league use, a clean-up/damage fee equal to the cost of restoration will be assessed to the Sports Association per incident per restroom. All sports associations shall deposit concession stand trash in dumpsters supplied by the City in each park. The City may use the concession and storage areas during City sponsored activities. The City also reserves the right to enter into contracts with private companies for concession operation services.

All Sports Associations are required to furnish all equipment and supplies necessary to operate the concession area and shall maintain in a sanitary manner; all restrooms, concession, and storage facilities. Associations agree to abide by all health code requirements for food service and, food permits, as required by City ordinance and state law, and will annually set up and undergo inspection by the Health Inspector and Fire Marshal prior to the first game of the season. Sports Associations are subject to all penalties of applicable laws, and any major infractions may result in loss of privileges and/or damage deposit.

The addition of new storage facilities may be added with the review and written permission from the City of Alvin. All equipment stored at a concession/storage building must be removed at the end of the Sports Association's season, unless otherwise approved by the City. Storage of flammable, hazardous, or toxic substances or materials on City property is not permitted. Sports Associations must not block access to facility equipment such as air conditioners, heaters, breaker panels, circuit panels, etc. Also, these groups must follow all City Fire Code regulations.

The City shall be responsible for repairs and upkeep of the restrooms and concession/storage buildings that are the result of normal wear and tear and aging. Each Sports Association will be responsible for repairs stemming from damages incurred to the facility due to the Sports Association's negligent or irresponsible use.

THE CITY OF ALVIN WILL NOT BE HELD LIABLE AND WILL BE HELD HARMLESS FOR ANY CONTENTS OWNED AND STORED BY ANY ASA IN ANY BUILDING PERTAINING, BUT NOT LIMITED TO, THEFT, VANDALISM, STORM DAMAGE, OR ANY ACT CAUSING DAMAGE OR DESTRUCTION OF ASA OWNED CONTENTS.

STORAGE OF CONTENTS BY ANY ASA IS AT THE RISK AND FINANCIAL OBLIGATION FOR REPAIR OR REPLACEMENT OF CONTENTS BY THE ASA.

IF, AND WHEN, THE CITY OF ALVIN DETERMINES THE STORAGE BUILDING NEEDS TO BE REMOVED AND/OR TORN DOWN FOR ANY REASON, THE CITY WILL GIVE ASA FORTY-FIVE (45) DAYS TO RELOCATE THEIR STORAGE CONTENTS AT THE EXPENSE OF ASA.

Signature of Acknowledgement

ASA Organization

VANDALISM:

Sports Associations with access to facilities should make every effort to mitigate vandalism by securing all doors, windows, or any other point from which persons could enter. The City will share ~~in~~ the responsibility of deterrence by providing sufficient lighting, frequent security patrols, overall security assessment, and other measures upon the review and permission of the Parks Director.

Repairs to City facilities caused by vandalism will be the responsibility of the City, unless the vandalized facility was vacated before being properly secured by the ASA. The City will repair or replace as necessary, the following equipment: air conditioners and/or heaters, electrical and lighting systems, phone systems, plumbing systems, or others upon review and permission of the Parks Director. The ASA will be responsible for replacing or repairing vandalized items which are built by the ASA. The City shall not be responsible for loss and/or damages to any property, equipment, supplies, etc., not owned by the City.

PARK AND ATHLETIC FACILITY ORDINANCES:

1. City parks are open daily to the public from 6:30 a.m. until 10:30 p.m. except as otherwise restricted or posted at specific park facilities and lighted use. Strict compliance will be enforced.
2. The possession or consumption of alcoholic beverages is prohibited at all City parks and athletic facilities, unless otherwise specifically permitted.
3. All pets must be on a leash at all times, except in designated off leash area.
4. Motorized vehicles are prohibited to drive or park on City property without prior approval as per City ordinance.
5. Trash must be disposed in proper receptacles by all associations preceding or concluding an event. Failure to do so shall result in a \$200.00 clean-up fee.

MAINTENANCE OF PARK AND RECREATIONAL FACILITIES:

The City will provide a level of maintenance service to all park and recreation facilities that ensures the safe and efficient use of facilities by the ASA and the general public. Work requests shall be directed to the Operations Manager or designee of the Parks and Recreation Department. It is the Sports Association's responsibility to report hazardous or dangerous facility conditions to the City immediately. The City will not provide maintenance or upkeep to property or facilities that are not owned by the City. ASA's will be given access to the Brightly work order system to allow for ease of work order requests.

The Alvin Sport Association and non-ASA organizations will be responsible for and bear all costs associated with the operation and maintenance of any and all league, season, or sport specific upkeep to the facility (i.e., chalking foul/boundary lines, football lines, dragging infields, screening, etc.). The ASA and non-ASA organizations shall furnish their own equipment, materials, and/or supplies for operating their games and events (i.e., starting blocks, bases, soccer goals, public address systems, nets, etc.). Where applicable, Sport Associations shall provide proper maintenance of the dirt infield areas year-round at their respective athletic complexes. Proper maintenance shall include; expertise, labor and equipment to provide sport specific, industry accepted, field maintenance practices and techniques in order to keep the infields in

playable condition. Non-ASA softball and baseball associations having scheduled usage at any athletic complex shall properly maintain the dirt infield areas during and after each usage. All Alvin Sport Associations may be required at the request of the Parks Director or designee to mow playing field turf during scheduled seasonal play. This does not preclude the use of these fields by other organizations if approved by the Parks Director or designee.

The City will share the responsibility of keeping all facilities clean of trash, debris, and litter. Alvin Sport Associations shall not leave trash/recycling containers full or overflowing during and after their activities. In addition, Alvin Sport Associations, Non-Alvin Sport Associations and/or individual teams shall make every effort to monitor the facilities, buildings, parking areas and common areas for trash, debris and litter associated with their activities. All trash, debris and litter shall be deposited in the trash receptacles or dumpster on the park grounds.

PARKING:

Alvin Sports Associations, organizations and individuals are entitled to use parking areas located at each park. No entity shall have the authority to charge, impose or imply collecting fees of any amount from users of the parking areas. All users are required to obey all traffic laws and regulations when utilizing park roadways. “No parking” areas, as designated by posted signs, will be strictly enforced. Handicapped parking spaces are available at each established parking area. In addition, the ASA shall be responsible for the overall cleanliness of all on and off premise parking areas used during their activities.

ENHANCEMENTS:

The ASA shall not install, build, or perform any type of facility or property improvements without the express written consent of the Parks Director. Requests for improvements must be submitted in writing to the Parks and Recreation Director providing ample time for consideration, up to and including approval from the City Council. All requests require approval and shall meet the City’s inspection codes and/or ordinance requirements.

ATHLETIC FIELD LIGHT CREDIT:

The Athletic Field Light Credit is an opportunity only offered to Alvin Sport Associations where their efforts and investment demonstrate a benefit for the common good of

the park. Verification shall be presented by the ASA to the Parks Director or designee prior to issuance of any credit. Light credit has no monetary value and shall be posted to the ASA's account, specifically used to reduce the amount owed to the City for usage of athletic field lighting. The Department Director or designee reserves the right to request the type of verification used by the ASA for light credit, determine the common good of the effort or investment, and deny or request more verification documentation. Examples of proof for credit may include bona fide receipts, work logs containing date, time, name of each volunteer(s), scope of work and hours worked, etc.

- o One-time non-recurring park improvement investment – 50% of actual cost
- o Recurring Park improvement/maintenance – \$50 per occurrence per month, \$300 max per month
- o City usage of ASA owned sport equipment – \$35 per occurrence

RESTROOM FACILITIES:

Restroom facilities are available at Lions, Morgan, Briscoe, and Pearson Parks. Janitorial services such as cleaning and stocking supplies is the joint responsibility of the City and each Alvin Sport Association, Non-Alvin Sport Association, and/or individual team. The City does not encourage the use of restroom facilities at private or semi-public facilities located adjacent to City owned parks.

EMERGENCIES AND ACCIDENTS:

Alvin Sport Associations, Non-Alvin Sport Associations and/or individual teams shall report any and all accidents that require medical attention by health care professionals. Accidents involving the condition or maintenance of facilities should be reported to the Parks and Recreation office at the beginning of the first business day following the accident. After hour emergencies involving immediate maintenance of the facility shall be reported immediately by contacting the Alvin Police Department at (281) 388-4370. The Police Department will contact the proper on-call staff representative.

CAPITAL IMPROVEMENT PROJECTS:

Alvin Sport Associations may submit requests for consideration of future park

improvements. Recommended projects shall be submitted in writing (i.e., scoreboards, bleachers, etc.). Written requests should be submitted to the Parks Director by February 1 of each year. The City's fiscal year runs from October 1 through September 30. Approval of projects is based on priority need and available funding.

TERMINATION CLAUSE:

Alvin Sport Associations using City of Alvin Athletic Facilities may terminate their relationship with the City of Alvin voluntarily or involuntarily. Voluntary termination shall constitute a written letter of intent sent to the Parks Director from the ASA. Upon such notification, the Parks Director or designee shall conduct a walk-through inspection of the park premises and structures for damage, collect all keys to park facilities, and ensure all light usage has been paid in full prior to issuing any refundable deposit. Involuntary termination shall constitute any Alvin Sport Association, Non-Alvin Sport Association, or individual team who fails to ~~perform to meet~~ the expectations outlined in the aforementioned sections of the Athletic Facilities Policy. As such, the Alvin Sport Association, Non-Alvin Sport Association, or individual team shall be subject to loss of park usage privileges up to and including termination as an ASA and forfeiture of any refundable deposit.

In the event of an involuntary termination, the Parks Director shall provide written notice to the Alvin Sport Association, Non-Alvin Sport Association, or individual team listing any/all violations and allowing reasonable time to bring all violations into acceptable and sustained compliance.

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APPLICATION REQUIREMENTS

ALVIN SPORTS ASSOCIATIONS'

USE OF CITY ATHLETIC FACILITIES

- Application submitted within a minimum of thirty (30) days of planned use.
- Proof that City of Alvin is named as an additional insured on the Certificate of Insurance.
- Last season's financial statement, upon request.
- List of Association's Board of Directors including name, address, contact number and email address.
- Tryout, practice game and light schedules must be submitted two (2) weeks prior to the start of each season.
- Contact person's name, title, best contact phone number(s), and email address.
- This signed statement for Athletic Facility Policy of Compliance.
- Five Hundred Dollar (\$500.00) Damage Deposit, if applicable, for usage of restrooms and/or concession stands.
- Proof of non-profit status under the terms of a 501(c)(3) status with the IRS.
- Equipment storage hold harmless, if applicable.

Name of Organization

Contact Person Name

Date

Title

Address

Phone: _____ Mobile: _____ Email: _____

EXHIBIT A
TO CITY OF ALVIN
ATHLETIC FACILITIES POLICY

This Exhibit A is part of the City of Alvin Athletic Facilities Policy entered into between the City of Alvin and the Alvin Sports Association, hereinafter referred to as “ASA.” This Addendum reflects the list of organizations who have met the requirements outlined in the City of Alvin Athletic Facilities Policy and qualify as part of the ASA.

Those organizations qualifying as part of the ASA for the 2025-2026 year are:

Association Name	Primary Park
Alvin Girls Softball (AGSA)	Pearson Park
Alvin Little League Baseball (ALLB)	Lions Park
Alvin Youth Soccer Club	Briscoe Park Soccer Fields
Ballerz Baseball	Morgan Park
Brazoria Spartans Rugby	Briscoe Park Football Fields
Diamonds of Hope Baseball	Morgan Park
Southside Water Polo	Alvin Rec Center Pool
Bay Area Cardinals Football	Briscoe Park
Prime Time Athletics (Competitive Soccer)	Pearson Park Multipurpose Field
Cranked Athletics (select Baseball 7U)	No Field Available
Alvin Raiders Football	Briscoe Park

CITY OF ALVIN PARKS & RECREATION DEPARTMENT



2025 ATHLETIC FACILITIES POLICY

Exhibit A to Resolution 25-R-25

CITY OF ALVIN
POLICY FOR USE OF PARK AND RECREATIONAL FACILITIES

The policy for use of City of Alvin Park and Recreational facilities is comprised of procedures, regulations, and guidelines designed to ensure that all facilities are utilized in a safe and efficient manner. The City of Alvin develops and maintains park and recreational facilities to serve the residents of Alvin.

Priority use of the athletic facilities is reserved for associations requiring the on-going, scheduled use of a facility to provide a recreational service or to meet a community recreational need. "Sports Association," as defined for the purpose of this document, is a non-profit organization under the terms of a 501(C)(3) status of the Internal Revenue Service that conducts its own affairs within the framework of policies established by the City of Alvin for use of City facilities and is recommended by the Park and Recreation Advisory Board.

CITY OF ALVIN
ATHLETIC FACILITIES PROCEDURES AND GUIDELINES

PARTIES:

The City of Alvin, hereinafter referred to as the "City," and the City of Alvin Parks and Recreation Department, hereinafter referred to as "Parks," and the Alvin Sports Association, hereinafter referred to as the "ASA." Parties outlined in the Exhibit A will be designated as ASAs for the current year. Exhibit A shall be amended, as necessary, to reflect the current ASAs. Each organization shall designate one (1) person to act as the contact person for the sports association, and shall submit, the person's name, title, address, best contact phone number(s) to the Parks and Recreation Department. Each ASA is responsible for submitting their application by September 15th annually. The Director of Parks, or designee, shall act as the City's liaison to the ASA.

A Non-Association group seeking to become an ASA may apply using the Application for ASA use of City Athletic Facilities, under the following conditions:

- o Use of facilities does not interfere or coincide with existing ASA or City usage;
- o Applicant has demonstrated or can demonstrate a sustained demand for the sport;
- o Proof of current non-profit status or application submittal under the terms of a 501 (c)(3)

to the IRS; and

- o Failure to obtain non-profit 501 (c)(3) status with the IRS within twelve (12) months from the date of application, applicant shall forfeit ASA status with the City of Alvin.

Non-Association groups or individuals seeking reserved use of City athletic facilities may do so under the following conditions:

Daily Usage

- o Times and dates do not conflict with City or ASA use and are not requested more than two weeks prior to use.
- o Use of facilities does not exceed four (4) consecutive days (i.e., Monday through Sunday tournament from 6:30 a.m. to 10:30 p.m.).
- o Payment is rendered in advance based on a charge of Thirty-Five Dollars (\$35.00) per hour per field for daytime use and Seventy Dollars (\$70.00) per hour per field for use of field lights.

Tournament Usage

- o Tournament is defined as being separate from league play, having a separate entry fee and including a team(s) from other jurisdictions to compete in a onetime competition.
- o Application along with a \$200 damage deposit is made at least thirty (30) days prior to anticipated use, unless otherwise approved by the Director of Parks and Recreation or designee.
- o Satisfactory arrangements are made for refuse collection and sanitation with the Parks Department at the scheduling of the tournament. Large scale tournaments may need to reference the event application for additional resources. All or part of the deposit may be relinquished based on the condition of the park after the tournament.
- o If necessary, a fee is presented to defray the cost of additional security forces supplied by the City for the proposed use or activity.
- o Proof of insurance or a signed waiver of liability not holding City responsible for injury or damages.

- o Tournament host may only use the fields as designed and may not alter the fields in any way.

APPEAL PROCESS:

In the event that an ASA or Non-ASA is not able to meet the mentioned conditions listed throughout the policy and are denied ASA status, the organizations can request an appeal.

- o An appeal must be requested in writing to the Parks Director or designee, that includes solutions to areas that resulted in the denial of ASA status. (e.g., did not have a 501c3, submitted and started the process to obtain non-profit status).
- o Appeals may be considered and moved to the next step if the appeal is submitted in writing to the Director or Designee within 30 days of denial, and no later than October 30th.
- o The organization must provide sufficient documentation to warrant moving forward with the appeal process, and the ASA or Non-ASA is in good standing with the community.

If the Director or designee agree that the facts provided warrant the appeal, the appeal will be brought to the Parks and Recreation Board. If the Board grants the appeal, the appeal will move to the final step of City Council. City Council has the final say on all appeals. In the event that the appeal is not moved forward by the Parks Board/or Council, the process ends there, and steps can be taken to reapply the following year.

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All Alvin Sport Associations shall attend any necessary sport association meeting. The ASA shall submit their completed application. Applications shall include proof of liability insurance naming the City as an additional insured, list of the ASA Board of Directors with appropriate email addresses and phone numbers, proof of ASA's 501c3 non-profit status, and tryout, practice, game, and light schedules. Upon submission of completed application, each ASA shall provide a breakdown of total participation into percent within City limits and percent outside City limits.

All Alvin Sport Associations shall conduct background checks on all volunteers and/or paid employees who will interact with youth and shall maintain documentation of completed background checks for review upon request by the City. If the background checks reveal that an employee or volunteer is unsuitable for working with youth, the ASA shall not allow the volunteer

or employee to interact with youth. A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes:

(For purposes of this policy, *guilty* shall mean that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilt (regardless of adjudication), or received court directed programs in lieu of conviction.)

SEX OFFENSES

- o All Sex Offenses – regardless of the amount of time since the date of offense.

Examples include Sexual Assault, Prostitution, Solicitation, Indecent Exposure, etc.

FELONIES

- o All violent Felony Offenses – regardless of the amount of time since the date of offense.

Examples include Murder, Manslaughter, Aggravated Assault, Kidnapping, Robbery, etc.

- o All Felony offenses other than violence or sex within the past the (10) years.

Examples include drug offenses, Theft, Embezzlement, Fraud, Child Endangerment, etc.

MISDEMEANORS

- o All misdemeanor violence offenses within the past seven (7) years.

Examples include Assault, Family Violence Assault, Failure to Stop and Give Information, Theft, Driving While Intoxicated, etc.

- o Two (2) or more misdemeanor drug and alcohol offenses within the past seven (7) years.

Examples include Driving While Intoxicated, drug possession, Disorderly Conduct, Public Intoxication, Possession of Drug Paraphernalia, etc.

PENDING CASES

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HOURS AVAILABLE FOR USE:

City parks are open daily to the public from 6:30 a.m. until 10:30 p.m. All park facility usage must be completed no later than 10:30 p.m. unless otherwise approved by the Parks Director.

FACILITY KEYS:

Where applicable, keys will be provided to the restrooms, concession, and storage buildings. If requested, a maximum of three (3) keys will be issued for each facility. Sport Associations will be assessed a Fifty Dollar (\$50.00) deposit per key. Key deposits will be refunded upon return of issued keys, at the end of scheduled use periods. All keys for City facilities shall not be duplicated or reproduced, and all keys shall be returned to the Parks director within 30 days, should the Association completely vacate the sports park facility.

UTILITIES:

ASA's utilizing lighted facilities will be required to pay fees for use of lights after the allotted eight (8) hours per month given by the City for the use of the league account. The league account will be established at the beginning of each season. The reserved use of lights will be assessed at a rate of Thirty-Five Dollars (\$35.00) per hour per field. The City will pay the costs associated with providing water. The City will not be responsible for any costs associated with any type of utility services at facilities that are not owned and maintained by the City.

AUTOMATED LIGHTING SYSTEM:

Field light schedules are due two weeks prior to the start of each season. ASAs can opt to self-schedule through Civic Rec or have staff schedule lights. Each ASA shall monitor the times lights are used as they will be charged for the actual light usage. Each ASA shall provide a field

usage schedule in advance of usage and payment for anticipated light usage to the Alvin Parks and Recreation Department. Actual light usage shall be downloaded and verified by the 5th of the following month. (Example: March lighting will be paid in advance of March use; however, usage will be verified by April 5th). Once verified, a new invoice will be sent reflecting an outstanding amount or credit placed on the account. Failure to pay any invoice shall result in the suspension of that ASA's light usage until the invoice is paid in full. Lights will only be scheduled by city staff once payment is made.

MUSCO LIGHTING:

Musco lighting is now available at select parks and ASAs at those parks have been provided the number (1-877-347-3319) to call to make adjustments to previously scheduled lighting.

Musco App access shall be granted on a per season of play (spring, summer, fall, winter) basis, provided that the ASA submits a completed light schedule and has paid in full. App access will be granted for no more than three (3) users per ASA, and access may be revoked by the determination of the Parks Director or designee.

CONCESSION/STORAGE BUILDINGS/RESTROOMS:

Scheduled use of restrooms or concession/storage buildings will be on per season basis, with use determined by the historical presence of an Alvin Sports Association at a specific facility. Only one ASA per season will be granted priority use of a specific building unless another Sports Association requests use of the building during the same time frame. The Sports Association with priority use of the building may choose to share use, contingent upon the City's approval. The non-priority association (sharing) is approved on a per season basis and must adhere to rules of the primary Association. A Five Hundred Dollar (\$500.00) damage deposit will be required prior to any use of restrooms or concession/storage buildings, and with repair of damage to be paid by such deposit. If there is damage or misuse of restrooms during league use, a clean-up/damage fee equal to the cost of restoration will be assessed to the Sports Association per incident per restroom. All sports associations shall deposit concession stand trash in dumpsters supplied by the City in each park. The City may use the concession and storage areas during City sponsored activities. The City also reserves the right to enter into contracts with private companies for concession operation services.

All Sports Associations are required to furnish all equipment and supplies necessary to operate the concession area and shall maintain in a sanitary manner all restrooms, concession, and storage facilities. Associations agree to abide by all health code requirements for food service and food permits, as required by City ordinance and state law, and will annually set up and undergo inspection by the Health Inspector and Fire Marshal prior to the first game of the season. Sports Associations are subject to all penalties of applicable laws, and any major infractions may result in loss of privileges and/or damage deposit.

The addition of new storage facilities may be added with the review and written permission from the City of Alvin. All equipment stored at a concession/storage building must be removed at the end of the Sports Association's season, unless otherwise approved by the City. Storage of flammable, hazardous, or toxic substances or materials on City property is not permitted. Sports Associations must not block access to facility equipment such as air conditioners, heaters, breaker panels, circuit panels, etc. Also, these groups must follow all City Fire Code regulations.

The City shall be responsible for repairs and upkeep of the restrooms and concession/storage buildings that are the result of normal wear and tear and aging. Each Sports Association will be responsible for repairs stemming from damages incurred to the facility due to the Sports Association's negligent or irresponsible use.

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THE CITY OF ALVIN WILL NOT BE HELD LIABLE AND WILL BE HELD HARMLESS FOR ANY CONTENTS OWNED AND STORED BY ANY ASA IN ANY BUILDING PERTAINING, BUT NOT LIMITED TO, THEFT, VANDALISM, STORM DAMAGE, OR ANY ACT CAUSING DAMAGE OR DESTRUCTION OF ASA OWNED CONTENTS.

STORAGE OF CONTENTS BY ANY ASA IS AT THE RISK AND FINANCIAL OBLIGATION FOR REPAIR OR REPLACEMENT OF CONTENTS BY THE ASA.

IF, AND WHEN, THE CITY OF ALVIN DETERMINES THE STORAGE BUILDING NEEDS TO BE REMOVED AND/OR TORN DOWN FOR ANY REASON, THE CITY WILL GIVE ASA FORTY-FIVE (45) DAYS TO RELOCATE THEIR STORAGE CONTENTS AT THE EXPENSE OF ASA.

Signature of Acknowledgement

ASA Organization

VANDALISM:

Sports Associations with access to facilities should make every effort to mitigate vandalism by securing all doors, windows, or any other point from which persons could enter. The City will share the responsibility of deterrence by providing sufficient lighting, frequent security patrols, overall security assessment, and other measures upon the review and permission of the Parks Director.

Repairs to City facilities caused by vandalism will be the responsibility of the City, unless the vandalized facility was vacated before being properly secured by the ASA. The City will repair or replace as necessary, the following equipment: air conditioners and/or heaters, electrical and lighting systems, phone systems, plumbing systems, or others upon review and permission of the Parks Director. The ASA will be responsible for replacing or repairing vandalized items which are built by the ASA. The City shall not be responsible for loss and/or damages to any property, equipment, supplies, etc., not owned by the City.

PARK AND ATHLETIC FACILITY ORDINANCES:

1. City parks are open daily to the public from 6:30 a.m. until 10:30 p.m. except as otherwise restricted or posted at specific park facilities and lighted use. Strict compliance will be enforced.
2. The possession or consumption of alcoholic beverages is prohibited at all City parks and athletic facilities, unless otherwise specifically permitted.
3. All pets must be on a leash at all times, except in designated off leash area.
4. Motorized vehicles are prohibited to drive or park on City property without prior approval as per City ordinance.
5. Trash must be disposed in proper receptacles by all associations preceding or concluding an event. Failure to do so shall result in a \$200.00 clean-up fee.

MAINTENANCE OF PARK AND RECREATIONAL FACILITIES:

The City will provide a level of maintenance service to all park and recreation facilities that ensures the safe and efficient use of facilities by the ASA and the general public. Work requests shall be directed to the Operations Manager or designee of the Parks and Recreation Department. It is the Sports Association's responsibility to report hazardous or dangerous facility conditions to the City immediately. The City will not provide maintenance or upkeep to property or facilities that are not owned by the City. ASA's will be given access to the Brightly work order system to allow for ease of work order requests.

The Alvin Sport Association and non-ASA organizations will be responsible for and bear all costs associated with the operation and maintenance of any and all league, season, or sport specific upkeep to the facility (i.e., chalking foul/boundary lines, football lines, dragging infields, screening, etc.). The ASA and non-ASA organizations shall furnish their own equipment, materials, and/or supplies for operating their games and events (i.e., starting blocks, bases, soccer goals, public address systems, nets, etc.). Where applicable, Sport Associations shall provide proper maintenance of the dirt infield areas year-round at their respective athletic complexes. Proper maintenance shall include expertise, labor and equipment to provide sport specific, industry accepted, field maintenance practices and techniques in order to keep the infields in playable

condition. Non-ASA softball and baseball associations having scheduled usage at any athletic complex shall properly maintain the dirt infield areas during and after each usage. All Alvin Sport Associations may be required at the request of the Parks Director or designee to mow playing field turf during scheduled seasonal play. This does not preclude the use of these fields by other organizations if approved by the Parks Director or designee.

The City will share the responsibility of keeping all facilities clean of trash, debris, and litter. Alvin Sport Associations shall not leave trash/recycling containers full or overflowing during and after their activities. In addition, Alvin Sport Associations, Non-Alvin Sport Associations and/or individual teams shall make every effort to monitor the facilities, buildings, parking areas and common areas for trash, debris and litter associated with their activities. All trash, debris and litter shall be deposited in the trash receptacles or dumpster on the park grounds.

PARKING:

Alvin Sports Associations, organizations and individuals are entitled to use parking areas located at each park. No entity shall have the authority to charge, impose or imply collecting fees of any amount from users of the parking areas. All users are required to obey all traffic laws and regulations when utilizing park roadways. “No parking” areas, as designated by posted signs, will be strictly enforced. Handicapped parking spaces are available at each established parking area. In addition, the ASA shall be responsible for the overall cleanliness of all on and off premise parking areas used during their activities.

ENHANCEMENTS:

The ASA shall not install, build, or perform any type of facility or property improvements without the express written consent of the Parks Director. Requests for improvements must be submitted in writing to the Parks and Recreation Director providing ample time for consideration, up to and including approval from the City Council. All requests require approval and shall meet the City’s inspection codes and/or ordinance requirements.

ATHLETIC FIELD LIGHT CREDIT:

The Athletic Field Light Credit is an opportunity only offered to Alvin Sport Associations where their efforts and investment demonstrate a benefit for the common good of the park.

Verification shall be presented by the ASA to the Parks Director or designee prior to issuance of any credit. Light credit has no monetary value and shall be posted to the ASA's account, specifically used to reduce the amount owed to the City for usage of athletic field lighting. The Department Director or designee reserves the right to request the type of verification used by the ASA for light credit, determine the common good of the effort or investment, and deny or request more verification documentation. Examples of proof for credit may include bona fide receipts, work logs containing date, time, name of each volunteer(s), scope of work and hours worked, etc.

- o One-time non-recurring park improvement investment – 50% of actual cost
- o Recurring Park improvement/maintenance – \$50 per occurrence per month, \$300 max per month
- o City usage of ASA owned sport equipment – \$35 per occurrence

RESTROOM FACILITIES:

Restroom facilities are available at Lions, Morgan, Briscoe, and Pearson Parks. Janitorial services such as cleaning and stocking supplies is the joint responsibility of the City and each Alvin Sport Association, Non-Alvin Sport Association, and/or individual team. The City does not encourage the use of restroom facilities at private or semi-public facilities located adjacent to City owned parks.

EMERGENCIES AND ACCIDENTS:

Alvin Sport Associations, Non-Alvin Sport Associations and/or individual teams shall report any and all accidents that require medical attention by health care professionals. Accidents involving the condition or maintenance of facilities should be reported to the Parks and Recreation office at the beginning of the first business day following the accident. After hour emergencies involving immediate maintenance of the facility shall be reported immediately by contacting the Alvin Police Department at (281) 388-4370. The Police Department will contact the proper on-call staff representative.

CAPITAL IMPROVEMENT PROJECTS:

Alvin Sport Associations may submit requests for consideration of future park improvements. Recommended projects shall be submitted in writing (i.e., scoreboards, bleachers,

etc.). Written requests should be submitted to the Parks Director by February 1 of each year. The City's fiscal year runs from October 1 through September 30. Approval of projects is based on priority need and available funding.

TERMINATION CLAUSE:

Alvin Sport Associations using City of Alvin Athletic Facilities may terminate their relationship with the City of Alvin voluntarily or involuntarily. Voluntary termination shall constitute a written letter of intent sent to the Parks Director from the ASA. Upon such notification, the Parks Director or designee shall conduct a walk-through inspection of the park premises and structures for damage, collect all keys to park facilities, and ensure all light usage has been paid in full prior to issuing any refundable deposit. Involuntary termination shall constitute any Alvin Sport Association, Non-Alvin Sport Association, or individual team who fails to meet the expectations outlined in the aforementioned sections of the Athletic Facilities Policy. As such, the Alvin Sport Association, Non-Alvin Sport Association, or individual team shall be subject to loss of park usage privileges up to and including termination as an ASA and forfeiture of any refundable deposit.

In the event of an involuntary termination, the Parks Director shall provide written notice to the Alvin Sport Association, Non-Alvin Sport Association, or individual team listing any/all violations and allowing reasonable time to bring all violations into acceptable and sustained compliance.

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APPLICATION REQUIREMENTS
ALVIN SPORTS ASSOCIATIONS'
USE OF CITY ATHLETIC FACILITIES

- Application submitted within a minimum of thirty (30) days of planned use.
- Proof that City of Alvin is named as an additional insured on the Certificate of Insurance.
- Last season's financial statement, upon request.
- List of Association's Board of Directors including name, address, contact number and email address.
- Tryout, practice game and light schedules must be submitted two (2) weeks prior to the start of each season.
- Contact person's name, title, best contact phone number(s), and email address.
- This signed statement for Athletic Facility Policy of Compliance.
- Five Hundred Dollar (\$500.00) Damage Deposit, if applicable, for usage of restrooms and/or concession stands.
- Proof of non-profit status under the terms of a 501(c)(3) status with the IRS.
- Equipment storage hold harmless, if applicable.

Name of Organization

Contact Person Name

Date

Title

Address

Phone: _____ Mobile: _____ Email: _____

EXHIBIT A
TO CITY OF ALVIN
ATHLETIC FACILITIES POLICY

This Exhibit A is part of the City of Alvin Athletic Facilities Policy entered into between the City of Alvin and the Alvin Sports Association, hereinafter referred to as “ASA.” This Addendum reflects the list of organizations who have met the requirements outlined in the City of Alvin Athletic Facilities Policy and qualify as part of the ASA.

Those organizations qualifying as part of the ASA for the 2025-2026 year are:

Association Name	Primary Park
Alvin Girls Softball (AGSA)	Pearson Park
Alvin Little League Baseball (ALLB)	Lions Park
Alvin Youth Soccer Club	Briscoe Park Soccer Fields
Ballerz Baseball	Morgan Park
Brazoria Spartans Rugby	Briscoe Park Football Fields
Diamonds of Hope Baseball	Morgan Park
Southside Water Polo	Alvin Rec Center Pool
Bay Area Cardinals Football	Briscoe Park
Prime Time Athletics (Competitive Soccer)	Pearson Park Multipurpose Field
Cranked Athletics (select Baseball 7U)	No Field Available



AGENDA COMMENTARY

Meeting Date: 10/16/2025

Department: Parks and Recreation

Contact: Dan Kelinske, Director of Parks and Recreation

Agenda Item: Consider Ordinance 25-AA, amending Chapter 28, Comprehensive Fee Ordinance, of the Code of Ordinances, City of Alvin, Texas, for the purpose of amending Parks and Recreation, Athletic Facilities (Sports Associations) fees; providing for an effective date; and setting forth other provisions related thereto.

Type of Item: Ordinance

Summary: This Ordinance adopts a fee into Chapter 28, Comprehensive Fee Ordinance of the Alvin Code of Ordinances related to the use of Athletic Facilities. All fees charged by the City must be included within Chapter 28. Resolution 25-R-25, updating the Athletic Facilities, was considered on the previous agenda item. The fee amendment as presented and adopted in said resolution has been included in Ordinance 25-AA as outlined below:

Athletic Facilities Policy

*Athletic facilities (sports associations):

- Subletting – \$250 penalty per team per occurrence
 - Failure to utilize scheduled field time – \$35 per hour
-

Funding Expected: Revenue ☐ Expenditure ☐ N/A ☒

Budgeted Item: Yes ☐ No ☒ N/A ☐

Funding Account: ☐ **Amount:** ☐

1295 Form Required? Yes ☐ No ☒

Legal Review Required: N/A ☐ Required ☒

Date Completed: 10/13/2025 SLH

Finance Review Required: N/A ☒ Required ☐

Date Completed: ☐

Supporting documents attached:

1. Ord 25-AA Chapter 28; Athletic Facilities Fees
-

Recommendation: Move to approve Ordinance 25-AA, amending Chapter 28, Comprehensive Fee Ordinance, of the Code of Ordinances, City of Alvin, Texas, for the purpose of amending Parks and Recreation, Athletic Facilities (Sports Associations) fees; providing for an effective date; and setting forth other provisions related thereto.

Reviewed by Department Head, if applicable: ☐

Reviewed by City Attorney, if applicable: ☒

Reviewed by Chief Financial Officer, if applicable: ☐

Reviewed by City Manager, if applicable: ☒

ORDINANCE NO. 25-AA

AN ORDINANCE AMENDING CHAPTER 28, COMPREHENSIVE FEE ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF ALVIN, TEXAS, FOR THE PURPOSE OF ADDING FEES FOR PARKS AND RECREATION ATHLETIC FACILITIES (SPORTS ASSOCIATIONS); PROVIDING FOR PUBLICATION; PROVIDING FOR AN EFFECTIVE DATE; AND SETTING FORTH OTHER PROVISIONS RELATED THERETO.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALVIN:

Section 1. That Section 28-2 of the Code of Ordinances of the City of Alvin, Texas, is hereby amended by revising certain fees for the animal breeders and sellers as follows:

“Sec. 28-2. In General.

...

PARKS AND RECREATION

...

(2) Athletic Facilities (sports associations):

...

Subletting facilities.....\$250 penalty per team per occurrence
Failure to utilize scheduled field time\$35 per hour

Section 2. That except as specifically amended herein all other provisions of Chapter 28 of the Code of Ordinances, City of Alvin, Texas, shall remain in full force and effect. To the extent of any conflict or inconsistency between the provisions of this Ordinance and any other ordinance, the provisions of this Ordinance shall control. That all rights and remedies which have accrued in favor of the City under Chapter 28 and any amendments thereto shall be and are preserved for the benefit of the City.

Section 3. Severability Clause. If any section, clause, sentence, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

Section 4. Publication. The City Secretary of the City of Alvin is hereby directed to publish this Ordinance, or its caption and penalty clause, in one issue of the official City newspaper as required by Chapter 52 of the *Texas Local Government Code* and the *City of Alvin Charter*.

Section 5. Proper Notice and Meeting. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the *Texas Government Code*. Notice was also provided as required by Chapter 52 of the *Texas Local Government Code* and the *City of Alvin Charter*.

Section 6. Effective Date. This ordinance shall take effect after its passage in accordance with the provisions of Chapter 52 of the *Texas Local Government Code* and the *City of Alvin Charter*.

PASSED and APPROVED on the 16th day of October 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary