

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, December 4, 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 of the City Council of the City of Alvin, Texas, to be held on Thursday, **DECEMBER 4, 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. PRESENTATION

A. Proclamation — Alvin Christmas Walk-a-Mile – 45th Anniversary Celebration.

4. PUBLIC COMMENT

5. CONSENT AGENDA

A. Consider an award of bid to GFL of Texas, LP, for biosolids disposal from the City of Alvin's Wastewater Treatment Plant, in an amount not to exceed \$824.50 per haul, at an estimated annual cost of \$120,000 per year for a two (2) year period, with an option to extend for an additional two (2) years with the same terms and conditions; and authorize the City Manager to sign the contract upon legal review.

B. Consider an award of bid to Petroleum Traders Corporation for the purchase of fuel for City vehicles and equipment for Fiscal Year 2025-26, with the option to extend for one (1) year with the same terms and conditions; and authorize the City Manager to sign the contract upon legal review.

C. Consider Resolution 25-R-29, suspending the December 19, 2025 effective date of Texas-New Mexico Power Company's (TNMP's) requested rate change to permit the City time to study the request and to establish reasonable rates; approving cooperation with other TNMP cities; hiring Lloyd Gosselink attorneys and consulting services to negotiate with the Company and direct any necessary litigation and appeals; finding that the meeting at which this Resolution is passed is open to the public as required by law; and requiring notice of this Resolution to the Company and legal counsel.

6. OTHER BUSINESS

A. Consider Resolution 25-R-30, accepting the Petition for Annexation of approximately 128.5284 acres of land located north of State Highway 6 and west of State Highway 35

in Brazoria County, Texas; setting an annexation schedule that includes a public hearing on December 18, 2025; providing for open meetings; and providing for other matters related thereto.

- B. Consider Resolution 25-R-31, amending the Economic Development Incentive Policy for the City of Alvin, Texas; and setting forth other matters related thereto.
- C. Consider various appointments to boards and commissions.
- D. 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. 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 December 1, at 4:15 p.m.**



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).**



Proclamation

WHEREAS, For 45 years, the Alvin Christmas Walk-a-Mile has stood as one of our community's most meaningful holiday traditions, inviting residents to gather each December and walk from church to church in celebration of the birth of Christ; and

WHEREAS, Along the route, participants pause to hear Scripture, sing carols, and share moments of fellowship that reflect the compassion, unity, and faith that define the spirit of Alvin; and

WHEREAS, This treasured event offers families, neighbors, and visitors an opportunity to slow down during the holiday season and reconnect with the hope, peace, and joy at the heart of Christmas; and

WHEREAS, The Walk-a-Mile has endured for four and a half decades thanks to the faithful commitment of local churches, volunteers, and community members who have preserved and strengthened this tradition; and

WHEREAS, The 2025 Walk-a-Mile will be held on Monday, December 8, once again welcoming our community to come together in celebration and reflection;

NOW, THEREFORE, I, Gabe Adame, as Mayor of the City of Alvin, Texas and on behalf of the City Council do hereby proclaim Monday, December 8, 2025, as

Alvin Christmas Walk-a-Mile - 45th Celebration

honoring this longstanding tradition and recognizing its continuing role in fostering unity, gratitude, and the true spirit of Christmas within our community.

WITNESS my hand and seal this
4th day of December 2025.

Gabe Adame, Mayor



AGENDA COMMENTARY

Meeting Date: 12/4/2025

Department: Public Services

Contact: Brandon Moody, Director of Public Services

Agenda Item: Consider an award of bid to GFL of Texas, LP, for biosolids disposal from the City of Alvin's Wastewater Treatment Plant, in an amount not to exceed \$824.50 per haul, at an estimated annual cost of \$120,000 per year for a two (2) year period, with an option to extend for an additional two (2) years with the same terms and conditions; and authorize the City Manager to sign the contract upon legal review.

Type of Item: Contract/Agreement

Summary: Biosolids disposal is the final process of wastewater treatment and a byproduct of the wastewater treatment process. Biosolids are a component of the wastewater treatment process that includes all settleable product in wastewater treatment that is removed and dewatered during the process. The byproduct is referred to as Biosolids or cake, which, by state TCEQ and federal EPA regulations, is required to be hauled to an approved landfill. GFL of Texas, LP, meets the bid requirements and their references have been verified.

The City of Alvin's Biosolids will be hauled to a TCEQ approved landfill.

On November 18, 2025, bids were opened and GFL of Texas, LP, was the lowest qualified bidder.

Upon Council approval, an award letter will be sent to the vendor and City departments. Staff recommends approval.

Funding Expected: Revenue <input type="checkbox"/> Expenditure <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Budgeted Item: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Funding Account: <u>211-6003-00-3500</u> Amount: <u>\$120,000</u> annually	1295 Form Required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Legal Review Required: N/A <input type="checkbox"/> Required <input checked="" type="checkbox"/>	Date Completed: <u>11/24/2025 SLH</u>
Finance Review Required: N/A <input type="checkbox"/> Required <input checked="" type="checkbox"/>	Date Completed: <u>CT 12/1/25</u>

Supporting documents attached:

1. B-25-12; Biosolids; Bid Tab
2. B-25-12; Biosolids; Bids Received; GLF of Texas
3. 2025-2027 Agreement

Recommendation: Move to approve an award of bid to GFL of Texas, LP, for biosolids disposal from the City of Alvin's Wastewater Treatment Plant, in an amount not to exceed \$824.50 per haul, at an estimated annual cost of \$120,000 per year, for a two (2) year period, with an option to extend for an additional two (2) years with the

same terms and conditions; and authorize the City Manager to sign the contract upon legal review.

Reviewed by Department Head, if applicable: __
Reviewed by City Attorney, if applicable: X

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

B-25-12 BIOSOLIDS NOVEMBER 18, 2025	BIDDER'S NAME	<i>Republic Services</i>	<i>Velez Trucking</i>	<i>K-3 BMI</i>	<i>GFL of Texas</i>	<i>Wastewater Transport Services</i>
<i>BID PRICE</i>		<i>\$1585.00 PER HAUL</i>	<i>\$1175.00 PER HAUL</i>	<i>\$1025.00 PER HAUL</i>	<i>\$824.50 PER HAUL</i>	<i>\$1175.00 PER HAUL</i>

****SEALED BID – DO NOT OPEN IN MAIL ROOM****

City of Alvin

Biosolids

Transportation & Disposal

Bid # B-25-12

2:00 p.m. November 18, 2025

City of Alvin, Texas

216 West Sealy Street

Alvin, TX 77511

By:

GFL of Texas, LP



Request for Bid
Bid # B-25-12

Biosolids

City of Alvin, Texas

216 West Sealy Street
Alvin, Texas 77511
citysecretary@cityofalvin.com



Proposal Cover Sheet

Due Date: Tuesday, November 18, 2025, by 2:00 p.m.

GFL of Texas, LP
Name of Firm/Company

Shane E Gaston Operations Manager
Agent's Name (Please Print) Agent's Title

1820 Candle Ridge Park Houston, TX 77073
Mailing Address City State Zip

713-316-5050 sgaston@gflenv.com
Telephone Number Email Address

Shane E Gaston 11-17-2025
Authorized Signature Date

Proposal Submission Checklist	
X	Bid Cover Sheet
X	Bid Proposal (3) hard copies or (1) electronic PDF version (via flash drive)
X	Bid Summary Sheet
X	Public Information Act Form
X	Conflict of Interest Questionnaire
X	Certificate of Interested Parties 1295 (must be completed online)

BID SUMMARY SHEET
B-25-12 Biosolids

20 Cubic Yard Roll Off Container	\$ <u>824.50</u> Price Per Haul
Delivery Time	We will drop empty and pick up loaded Please schedule day before with dispatch

The environmental/energy surcharges to be included in the price of the haul.

No additional charges of any kind will be allowed to be charged during the term of the contract if not noted in the bid summary. Any variations from the detailed specifications must be noted. The City of Alvin reserves the right to increase or decrease the estimated quantities. The City reserves the right to award this contract to the lowest or best bidder of each item or the entire bid to one lowest or best bidder, whichever is in the best interest of the City.

Special Note: Altered bids will not be accepted.

NAME: Shane E Gaston
TITLE: Operations Manager
COMPANY: GFL of Texas, LP
ADDRESS: 1820 Candle Ridge Park
Houston, TX 77073
TELEPHONE: 713-316-5050
EMAIL: sgaston@gflenv.com
SIGNATURE: Shane E Gaston

Mail / deliver bid to: City of Alvin
Attn: City Secretary
(B-25-11 Fuel)
216 West Sealy
Alvin, Texas 77511

**BIOSOLIDS DISPOSAL AGREEMENT
BETWEEN THE CITY OF ALVIN AND GFL OF TEXAS, LP**

STATE OF TEXAS §
COUNTY OF BRAZORIA §

This Agreement made and entered into this 4th day of December 2025, by and between the **CITY OF ALVIN, TEXAS (CITY)**, a municipality in Brazoria County, Texas, and **GLF OF TEXAS, LP (CONTRACTOR)**.

DESCRIPTION

WITNESSETH: In consideration of the payments and agreements hereinafter mentioned, to be made and performed by CITY, CONTRACTOR agrees to dispose of biosolids for the CITY as described herein:

The CONTRACTOR agrees to dispose of sludge (biosolids) from the City of Alvin’s Wastewater Treatment Plant in complete accordance with the CITY’S specifications, conditions, and prices in accordance with the Instruction to Bidders, Bid Specifications, and Bid Form, attached hereto as Exhibit A.

AGREEMENT

This Agreement shall consist of the Instruction to Bidders, Bid Specifications, and Bid Form. These items shall form the Agreement and are as fully a part of the Agreement as if attached to the Agreement.

The CONTRACTOR agrees to dispose of biosolids from the City of Alvin for the fixed cubic yard prices as listed in Exhibit A, for the duration of the contract.

TERM

The CONTRACTOR shall dispose of sludge (biosolids) from the City of Alvin’s Wastewater Treatment Plant for two (2) years, beginning December 4, 2025, and with an option to renew for two (2) additional years with the same terms and conditions.

The amounts to be paid are based on the CONTRACTOR’S Bid Form B-25-12, attached hereto in Exhibit A, and subject to the conditions described in the contract documents.

This Agreement is entered into as of the date signed by the Mayor and is executed in two (2) original copies; of which one (1) is to be retained by the City, and one (1) is to be delivered to the Contractor.

**THE CONTRACTOR:
GFL OF TEXAS, LP**

**THE CITY:
CITY OF ALVIN, TEXAS**

By: _____
Printed Name: _____

By: _____
Junru Roland, City Manager

Title: _____
Date: _____

Date: _____

ATTEST/SEAL

ATTEST/SEAL

By: _____
Printed Name: _____

By: _____
Dixie Roberts, City Secretary

Title: _____
Date: _____

Date: _____



AGENDA COMMENTARY

Meeting Date: 12/4/2025

Department: Public Services

Contact: Brandon Moody, Director of Public Services

Agenda Item: Consider an award of bid to Petroleum Traders Corporation for the purchase of fuel for City vehicles and equipment for Fiscal Year 2025-26, with the option to extend for one (1) year with the same terms and conditions; and authorize the City Manager to sign the contract upon legal review.

Type of Item: Contract/Agreement

Summary: It is necessary for the support of ongoing City operations to contract with a commercial fuel supplier in order to assure a constant and reliable fuel source for City vehicles, equipment, and generators. The City solicits and receives contractual services for Oil Price Information System (OPIS) average fuel rate, transport and delivery to the Public Services Facility, along with the City generators at various sites, as needed.

Oil Price Information System is a company that gathers and collects data across the globe for shareholders to buy and sell energy commodities. These prices are set by collecting real-time news, accurate pricing among the market and then distributed to companies worldwide. OPIS provides wholesale terminal rack pricing from hundreds of sources, all gathered and distributed to provide the best price per gallon to buyers. In addition to providing daily, up-to-the-minute wholesale rack prices, OPIS maintains the largest and most extensive wholesale terminal price historical database of any company in the world. Prices are available on a daily, weekly, or monthly basis by market, by company, and by product.

Verification of prices is done using documents provided by either the supplier or customers. Multiple sources are required for prices received via customer channels. For a supplier's price to be added to OPIS rack coverage, their price and the consistent supply of barrels at that location must be verified with multiple customers. It must also be a wholesale terminal rack price and not a commercial or consumer end-user price; this avoids mixing classes of trade and misrepresenting true wholesale postings and averages.

The rack rate is the price of the fuel when loaded onto a truck at the distribution terminal, ready for delivery to end users. The City's fixed unit OPIS average is not a set price, but rather, the Rack Average. Petroleum Traders pulls the OPIS wholesale terminal rack pricing report for every fuel load. From all the rates the report generates – there is a Rack High, Rack Low, and Rack Average – the City is contracted to always pay the Rack Average, plus or minus rack pricing for that day.

On November 18, 2025, bids were opened, and Petroleum Traders Corporation was the lowest qualified bidder. They have fulfilled all requirements set forth in the current contract, all references have been checked, and they meet industry standards.

Upon Council approval, an award letter will be sent to the vendor and City departments. Staff recommends approval.

Funding Expected: Revenue Expenditure N/A **Budgeted Item:** Yes No N/A
Funding Account: Various Fuel **Amount:** **1295 Form Required?** Yes No
Accounts
Legal Review Required: N/A Required **Date Completed:** 11/24/2025 SLH
Finance Review Required: N/A Required **Date Completed:** CT 12/1/25

Supporting documents attached:

1. B-25-11; Fuel; Bid Tab
 2. B-25-11; Fuel; Bids Received; Petroleum Traders
 3. 2025-2026 Fuel Agreement
-

Recommendation: Move to approve an award of bid to Petroleum Traders Corporation for the purchase of fuel for City vehicles and equipment for FY26, with the option to extend for one (1) year with the same terms and conditions; and authorize the City Manager to sign the contract 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:

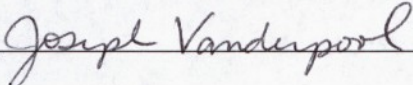
B-25-11 FUEL NOVEMBER 18, 2025	BIDDER'S NAME	<i>Red, White & Blue Fuels</i>	<i>Senergy Petroleum</i>	<i>Petroleum Traders</i>	<i>Gresham Petroleum Company</i>
<i>BID PRICE</i>	<i>Gasoline</i>	<i>+\$0.1798 per gallon</i>	<i>-\$0.0108 per gallon</i>	<i>-\$0.1403 per gallon</i>	<i>-\$0.0400 per gallon</i>
	<i>Diesel</i>	<i>+\$0.1798 per gallon</i>	<i>+\$0.0177 per gallon</i>	<i>-\$0.0080 per gallon</i>	<i>-\$0.0100 per gallon</i>

**BID SUMMARY SHEET
B-25-11 Fuel**

ITEM	EST QUANTITY	DESCRIPTION	Firm Fixed Differential (Exclusive of State, Fed Taxes) Indicate + or -
1	90,000 Gallons	Unleaded Gasoline (89 Octane or higher)	\$ <u>-0.1403</u> per gallon
2	30,000 Gallons	#2 Diesel Fuel - Ultra low sulfur	\$ <u>-0.0080</u> per gallon

No additional charges of any kind will be allowed to be charged during the term of the contract if not noted in the bid summary. Any variations from the detailed specifications must be noted. The City of Alvin reserves the right to increase or decrease the estimated quantities. The City reserves the right to award this contract to the lowest or best bidder of each item or the entire bid to one lowest or best bidder, whichever is in the best interest of the City.

Special Note: Altered bids will not be accepted.

NAME: Joseph Vanderpool
 TITLE: Contract Sales Manager
 COMPANY: Petroleum Traders Corporation
 ADDRESS: PO Box 2357
Fort Wayne, IN 46801-2357
 TELEPHONE: 888-637-7661
 EMAIL: jvanderpool@petroleumtraders.com
 SIGNATURE: 

Mail / deliver bid to: City of Alvin
 Attn: City Secretary
 (B-25-11 Fuel)
 216 West Sealy
 Alvin, Texas 77511

Standard Terms and Conditions

ADDENDA: Any interpretations, corrections or changes to this Request for Proposal and specifications will be made by addenda. Any changes to specifications will be made in writing and posted on the City's website at: <https://www.alvin-tx.gov/Bids.aspx>.

LATE PROPOSALS: Proposals received by the City after the submission deadline will be considered void and unacceptable. The City of Alvin is not responsible for lateness or non-delivery of mail, carrier, etc. The date/time stamp at the City Secretary's Office at City Hall, 216 West Sealy Street, Alvin, Texas, 77511 shall be the official time of receipt.

ALTERING PROPOSALS: Proposals cannot be altered or amended after the submission deadline. Any alterations or erasures made before opening time and must be initialed by the signer of the proposal, guaranteeing authenticity.

AWARD: The City has the right to award a contract upon the conditions, terms and specifications contained in a proposal submitted to the City for a period of up to ninety (90) days following the date specified for the opening of proposals.

Because the City is a governmental entity that must follow State and Federal laws and has an obligation to protect its taxpayers, the City requires that certain terms be included in the contract that result from this solicitation. Your response to this solicitation is an offer to contract with the City based on the terms, conditions, and specifications contained in this solicitation. If any of the mandatory contract terms are unacceptable to you, please do not respond to this solicitation.

CONFLICTING PROVISIONS: The contract consists only of the City prepared contract and any additional City or respondent contract documents incorporated by reference as a part of the contract. If a conflict or inconsistency exists between the City prepared contract and a document incorporated by reference, the City prepared contract controls. If a conflict or inconsistency exists between an additional contract document incorporated by reference, the City's additional contract document takes precedence over the respondent's additional contract document.

PAYMENT PROVISIONS: The City's payments under the contract, including the time of payment and the payment of interest on overdue amounts, are subject to Chapter 2251, Texas Government Code.

LIABILITY AND INDEMNITY: Any provision of the contract is void and unenforceable if it: (1) limits or releases either party from liability that would exist by law in the absence of the provision; (2) creates liability for either party that would not exist by law in the absence of the provision; or (3) waives or limits either party's rights, defenses, remedies, or immunities that would exist by law in the absence of the provision. (Section 5, Article XI, Texas Constitution).

CONFIDENTIALITY: Any provision in the contract that attempts to prevent the City's disclosure of information subject to public disclosure under federal or Texas law or regulation, or court or administrative decision or ruling, is invalid. (Chapter 552, Texas Government Code).

CONTRACTUAL LIMITATIONS PERIOD: Any provision of the contract that establishes a limitations period that does not run against the City by law or that is shorter than two (2) years is void. (Sections 16.061 and 16.070, Texas Civil Practice and Remedies Code).

GOVERNING LAW AND VENUE: Texas law governs this contract and any lawsuit on this contract must be filed in a court that has jurisdiction in Brazoria County, Texas.

CONFLICT OF INTEREST: No public official shall have an interest in this contract except in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

ETHICS: The respondent shall not offer or accept gifts or anything of value or enter into any business arrangement with any employee, official or agent of the City of Alvin. More than one proposal on any one contract from a respondent or individual under different names shall be grounds for rejection of all proposals in which the respondent or individual has an interest. One or all proposals will be rejected if there is any reason to believe that collusion exists between respondents. Respondents must make every effort to comply Chapter 176 of the Texas Local Government Code. Chapter 176 mandates the public disclosure of certain information concerning persons doing business or seeking to do business with the City of Alvin, including affiliations and business and financial relationships such persons may have with City of Alvin officers. By doing business or seeking to do business with the City of Alvin, including submitting a response to this Request for Proposals, you acknowledge that you have been notified of the requirements of Chapter 176 of the Texas Local Government Code, and you are representing that you are in compliance with them.

Conflict of Interest Questionnaire found within this document must be completed and turned in with each proposal.

PURCHASE ORDER: City of Alvin may generate a purchase order to the successful respondent. The purchase order number must appear on all invoices, packing lists and all related correspondence. The City of Alvin will not be responsible for any orders placed and/or delivered without a valid purchase order number.

DELIVERY: Any delivery and freight charges (FOB City of Alvin designated location) are to be included in the proposal price.

INVOICES: Invoices must be itemized, and purchase order number must be referenced on the original invoice. Any invoice, which cannot be verified by the contract price and/or is otherwise incorrect, will be returned to the proposer for correction. Invoices submitted for payment shall be e-mailed to: City of Alvin, Accounts Payable at, accountspayable@cityofalvin.com Invoices can be mailed to Attn: Accounts Payable, to the address: 216 W. Sealy Street, Alvin, Texas 77511.

Periodic payments will be made within thirty (30) days of invoice date or satisfactory delivery of the product or service, whichever is later, provided that all other requirements as detailed in the contract have been fulfilled.

WARRANTY: Successful respondent shall warrant that all items or services shall conform to the proposed specifications and all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title.

PATENTS/COPYRIGHTS: The successful respondent agrees to protect City of Alvin from claims involving infringements of patents and/or copyrights.

TERMINATION OF CONTRACT: The City of Alvin reserves the right to terminate the contract immediately in the event the successful respondent:

1. Fails to complete project in a timely manner agreed upon by both parties;
2. Otherwise fails to perform in accordance with this contract;
3. Becomes insolvent and/or files for protection under bankruptcy laws.

Such termination is in addition to and not in lieu of any other remedies that City of Alvin may have in law or equity. Respondent, in submitting this proposal, agrees that City of Alvin shall not be liable to prosecution for damages in the event that the City declares the respondent in default.

TERMINATION FOR CONVENIENCE: The contract may be terminated, without penalty, by either party by providing thirty (30) days' written notice to the other party.

NOTICE: Any notice provided by this Bid Proposal or required by law to be given to the successful respondent by City of Alvin shall be deemed to have been given and received on the next business day after such written notice has been deposited in the U. S. mail in Alvin, Texas, by Registered or Certified Mail with sufficient postage affixed thereto, addressed to the successful respondent at the address so provided; provided this shall not prevent the giving of actual notice in any other manner.

ASSIGNMENT: The successful respondent shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of City of Alvin.

INTERLOCAL AGREEMENT: Chapter 791, Texas Government Code and Chapter 271, Subchapter F, Texas Local Government Code, authorizes cities to enter into Interlocal purchasing agreements to take advantage of potential cost savings resulting from cooperative purchasing efforts. Successful contractor(s) agree(s) to extend prices and terms to all entities who have entered into or will enter into joint Purchasing Interlocal Cooperation Agreements with the City of Alvin.

CONTINGENCIES: Before submitting their bid, Proposers should make a careful examination of the scope of work and of the difficulties involved in its proper execution. Proposers should include in their proposal all costs they deem proper and sufficient to cover all contingencies

essential to the completion of the compensation and classification study, notwithstanding that every item or contingency is not specifically mentioned herein.

CERTIFICATE OF INTERESTED PARTIES: Applies to all contracts that must be approved by the City Council. In accordance with House Bill 1295, for certain contracts entered into on or after January 1, 2016, the successful proposer must submit a Certificate of Interested Parties (Form 1295) at the time the signed contract is submitted to the City. This applies to any contract of any amount that must be approved by the City Council. Form 1295 must be filed electronically with the Texas Ethics Commission using the online filing application located at: <https://www.ethics.state.tx.us/filinginfo/1295/>

Prohibition on Contracts with Companies Boycotting Israel: Beginning September 1, 2017, state law prohibits governmental entities from contracting with companies who boycott Israel and requiring contract terms that state that the vendor does not boycott Israel and will not boycott Israel during the term of the contract. The Texas State Comptroller maintains a list of companies that boycott Israel. Inclusion on this list will prevent the City of Alvin from entering into a contract with the contractor. Below is a link to the list.

<https://comptroller.texas.gov/purchasing/publications/divestment.php>

Prohibition on Contracts with Certain Entities: Beginning September 1, 2017, a municipality may not enter into a contract with a company that does business with Iran, Sudan, or known terrorist organizations, and contracts must contain language to that effect. The Texas Comptroller maintains a list of companies known to do business with Iran, Sudan or known terrorist organizations. Inclusion on this list will prevent the City of Alvin from entering into a contract with that vendor. Below is a link to the list.

<https://comptroller.texas.gov/purchasing/publications/divestment.php>

Prohibition on Contracts with Companies Boycotting Oil Companies: Beginning September 1, 2021, state law prohibits governmental entities from contracting with companies who boycott oil companies and requiring contract terms that state that the vendor does not boycott oil companies and will not boycott oil companies during the term of the contract.

Prohibition on Contracts with Companies that Discriminate Against Firearm and Ammunition Industries: Beginning September 1, 2021, state law prohibits governmental entities from contracting with companies that discriminate against firearms and ammunition industries and requiring contract terms that state that the vendor does not discriminate against firearms and ammunition industries and will not discriminate against ammunition industries during the term of the contract.

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Proposal Cover Sheet

Due Date: Tuesday, November 18, 2025, by 2:00 p.m.

Petroleum Traders Corporation
Name of Firm/Company

Joseph Vanderpool - Contract Sales Manager
Agent's Name (Please Print) Agent's Title

PO Box 2357, Fort Wayne, IN 46801-2357
Mailing Address City State Zip

888-637-7661 Telephone Number
jvanderpool@petroleumtraders.com Email Address

Joseph Vanderpool Authorized Signature
11/14/2025 Date

Proposal Submission Checklist	
<input type="checkbox"/>	Bid Cover Sheet
<input type="checkbox"/>	Bid Proposal (3) hard copies or (1) electronic PDF version (via flash drive)
<input type="checkbox"/>	Bid Summary Sheet
<input type="checkbox"/>	Public Information Act Form
<input type="checkbox"/>	Conflict of Interest Questionnaire
<input type="checkbox"/>	Certificate of Interested Parties 1295 (must be completed online)

**MOTOR VEHICLE AND EQUIPMENT FUEL AGREEMENT
BETWEEN THE CITY OF ALVIN AND PETROLEUM TRADERS CORPORATION**

STATE OF TEXAS §
COUNTY OF BRAZORIA §

This Agreement made and entered into on this 4th day of December 2025, by and between the **CITY OF ALVIN, TEXAS** (“City”), a municipality in Brazoria County, Texas, and **PETROLEUM TRADERS CORPORATION** (“Contractor”).

DESCRIPTION

WITNESSETH: In consideration of the payments and agreements hereinafter mentioned, to be made and performed by City, Contractor agrees to provide motor vehicle and equipment fuel as described herein.

The Contractor agrees to provide mid-grade gasoline and diesel fuel in complete accordance with the City’s specifications, conditions, and prices in accordance with the Motor Vehicle/Equipment Fuel Bid Specifications and Motor Vehicle/Equipment Fuel Bid Summary in Exhibit A, attached hereto and incorporated herein for all purposes.

AGREEMENT

This Agreement shall consist of the Bid Specifications and Bid Summary. These items shall form the Agreement and are fully a part of the Agreement.

The Contractor agrees to provide the City with mid-grade gasoline and diesel fuel for the fixed unit prices as listed in Exhibit A, for the duration of this Agreement.

TERM

The CONTRACTOR shall provide all motor vehicle and equipment fuel for one (1) year beginning the 4th day of December 2025, and with an option to renew for one (1) additional year with the same terms and conditions.

The amounts to be paid are based on the Contractor’s Motor Vehicle/Equipment Fuel Bid Summary Sheet in response to Bid B-25-11, attached hereto in Exhibit A, and subject to the conditions described in the contract documents.

This Agreement is executed in two (2) original copies; of which one (1) is to be retained by the City, and one (1) is to be delivered to the Contractor.

PETROLEUM TRADERS CORPORATION

CITY OF ALVIN, TEXAS

By: _____
Printed Name: _____

By: _____
Junru Roland, City Manager

Title: _____

Date: _____

Date: _____

ATTEST/SEAL

ATTEST/SEAL

By: _____
Printed Name: _____

By: _____
Dixie Roberts, City Secretary

Title: _____

Date: _____

Date: _____



AGENDA COMMENTARY

Meeting Date: 12/4/2025

Department: Legal Department

Contact: Suzanne Hanneman, City Attorney

Agenda Item: Consider Resolution 25-R-29, suspending the December 19, 2025 effective date of Texas-New Mexico Power Company’s (TNMP’s) requested rate change to permit the City time to study the request and to establish reasonable rates; approving cooperation with other TNMP cities; hiring Lloyd Gosselink attorneys and consulting services to negotiate with the Company and direct any necessary litigation and appeals; finding that the meeting at which this Resolution is passed is open to the public as required by law; and requiring notice of this Resolution to the Company and legal counsel.

Type of Item: Resolution

Summary: Texas-New Mexico Power Company (TNMP or the Company) filed an application on November 14, 2025, with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by \$34 million. The Company asks the City to approve a 6.4% increase in residential rates and an overall increase of 5% in rates. The Company is also proposing a 6.6% decrease for street lighting customers, but significant increases for commercial customers. Monthly rates would increase by approximately \$5.20 for an average residential customer.

This Resolution suspends the December 19, 2025 effective date of the Company’s rate increase for the maximum period permitted by law to allow the City, working in conjunction with other cities served by TNMP, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request made by an electric utility cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. **If the City fails to take some action regarding the filing before the effective date, TNMP’s rate request is deemed approved.**

Staff recommends approval.

Funding Expected: Revenue <input type="checkbox"/> Expenditure <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Budgeted Item: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Funding Account: _____ Amount: _____	1295 Form Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Legal Review Required: N/A <input type="checkbox"/> Required <input checked="" type="checkbox"/>	Date Completed: <u>11/20/2025</u>
Finance Review Required: N/A <input checked="" type="checkbox"/> Required <input type="checkbox"/>	Date Completed: _____

Supporting documents attached:

1. Res 25-R-29; TNMP Rate Increase Suspension Resolution

Recommendation: Move to approve Resolution 25-R-29, suspending the December 19, 2025 effective date of Texas-New Mexico Power Company's (TNMP's) requested rate change to permit the City time to study the request and to establish reasonable rates; approving cooperation with other TNMP cities; hiring Lloyd Gosselink attorneys and consulting services to negotiate with the Company and direct any necessary litigation and appeals; finding that the meeting at which this Resolution is passed is open to the public as required by law; and requiring notice of this Resolution to the Company and legal counsel.

Reviewed by Department Head, if applicable: __

Reviewed by Chief Financial Officer, if applicable: __

Reviewed by City Attorney, if applicable: X

Reviewed by City Manager, if applicable: X

RESOLUTION 25-R-29

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, SUSPENDING THE DECEMBER 19, 2025 EFFECTIVE DATE OF TEXAS-NEW MEXICO POWER COMPANY'S (TNMP'S) REQUESTED RATE CHANGE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING COOPERATION WITH OTHER TNMP CITIES; HIRING LLOYD GOSSELINK ATTORNEYS AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, on or about November 14, 2025, Texas-New Mexico Power Company (TNMP), pursuant to the Texas Public Utility Regulatory Act (PURA) §§33.001 and 36.001, filed with the City of Alvin a Statement of Intent to change electric delivery rates in all municipalities exercising original jurisdiction within its service area effective December 19, 2025; and

WHEREAS, the City of Alvin is a member of the coalition of TNMP Cities and will cooperate with the other similarly situated city members and other city participants in conducting a review of the Company's application and to hire and direct legal counsel and consultants to prepare a common response and to negotiate with the Company and direct any necessary litigation; and

WHEREAS, PURA §36.108 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days after the date the rate change would otherwise be effective; and

WHEREAS, PURA §33.023 provides that costs incurred by Cities in ratemaking activities are to be reimbursed by the regulated utility.

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

1. That the December 19, 2025 effective date of the rate request submitted by TNMP on or about November 14, 2025, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

2. That the City is authorized to cooperate with other cities served by TNMP to coordinate efforts to protect the interests of the City and protect the interests of TNMP's end-use customers residing and conducting business within municipal limits.

3. Subject to the right to terminate employment at any time, the City of Alvin hereby authorizes the hiring of Jamie Mauldin of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the City or Public Utility Commission.

4. That the City's reasonable rate case expenses shall be reimbursed by TNMP.

5. It is hereby officially found and determined that the meeting at which this Resolution 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*.

6. A copy of this Resolution shall be sent to TNMP, care of Scott Seamster, Corporate Counsel, 577 N. Garden Ridge Boulevard, Lewisville, Texas 75067, and scott.seamster@txnmenergy.com, and to Jamie Mauldin, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701, and jmauldin@lglawfirm.com.

PASSED AND APPROVED on this the 4th day of December 2025.

CITY OF ALVIN, TEXAS

ATTEST

By: _____
Gabe Adame, Mayor

By: _____
Dixie Roberts, City Secretary



AGENDA COMMENTARY

Meeting Date: 12/4/2025

Department: Legal Department

Contact: Suzanne Hanneman, City Attorney

Agenda Item: Consider Resolution 25-R-30, accepting the Petition for Annexation of approximately 128.5284 acres of land located north of State Highway 6 and west of State Highway 35 in Brazoria County, Texas; setting an annexation schedule that includes a public hearing on December 18, 2025; providing for open meetings; and providing for other matters related thereto.

Type of Item: Resolution

Summary: On or about November 14, 2025, Tommaso Achille and Mary C. Achille, the owners of approximately 128.5284 acres of certain property located within Brazoria County, Texas, petitioned the City for voluntary annexation of said property into City limits.

During the Council Workshop on July 17, 2025, Romero Fernandez from KB Homes was present, along with Mr. Tommaso Achille regarding the 128-acre development north of the Berry Creek Subdivision (the Beazer homes project) and MUD 51. During the workshop, it was discussed that they would be petitioning the City for annexation of this tract, and that ultimately, this tract would be annexed into MUD 51. This is the other tract that is the subject of the *Lift Station/Force Main Oversize Cost Participation Agreement* with Brazoria County Municipal Utility District 51 and Beazer Homes Texas, L.P. that Council approved at the November 20, 2025 regular Council Meeting.

This Resolution sets a public hearing for December 18, 2025. During the regular Council Meeting on that same day, Council will consider the Ordinance annexing the property into the City.

Staff recommends approval.

Funding Expected: Revenue <input type="checkbox"/> Expenditure <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Budgeted Item: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Funding Account: _____ Amount: _____	1295 Form Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Legal Review Required: N/A <input type="checkbox"/> Required <input checked="" type="checkbox"/>	Date Completed: <u>11/24/2025 SLH</u>
Finance Review Required: N/A <input type="checkbox"/> Required <input checked="" type="checkbox"/>	Date Completed: <u>CT 12/1/25</u>

Supporting documents attached:

1. Res. 25-R-30; Accepting Petition for Annexation (2)
2. Map
3. Petition to Annex into Alvin_128.5284 acres-signed
4. PH notice

Recommendation: Move to approve Resolution 25-R-30, accepting the Petition for Annexation of approximately 128.5284 acres of land located north of State Highway 6 and

west of State Highway 35 in Brazoria County, Texas; setting an annexation schedule that includes a public hearing on December 18, 2025; providing for open meetings; and providing for other matters related thereto.

Reviewed by Department Head, if applicable: __
Reviewed by City Attorney, if applicable: __

Reviewed by Chief Financial Officer, if applicable: X
Reviewed by City Manager, if applicable: __

RESOLUTION NO. 25-R-30

A RESOLUTION OF THE CITY OF ALVIN, TEXAS, ACCEPTING THE PETITION FOR ANNEXATION OF APPROXIMATELY 128.5284 ACRES OF LAND LOCATED NORTH OF STATE HIGHWAY 6 AND WEST OF STATE HIGHWAY 35 IN BRAZORIA COUNTY, TEXAS; SETTING AN ANNEXATION SCHEDULE THAT INCLUDES A PUBLIC HEARING ON DECEMBER 18, 2025; PROVIDING FOR OPEN MEETINGS; AND PROVING FOR OTHER MATTERS RELATED THERETO.

WHEREAS, Tommaso Achille and Mary C. Achille, the owners of certain property located within Brazoria County, Texas (the “Petitioners”), have petitioned the City of Alvin, Texas (herein the “City”), a home-rule City, for voluntary annexation of said property, more particularly described herein (the “subject property”), into the City limits;

WHEREAS, the subject property is contiguous and adjacent to the corporate limits of the City and the owners have made application for annexation;

WHEREAS, after review and consideration of such petition for annexation, the City Council finds that the Petitioners have herewith entered into a written agreement with the City for the provision of services in the area, in accordance with Section 43.0672 of the Texas Local Government Code; and

WHEREAS, the petitioner has agreed and consented to the annexation of the subject property by the City and further agreed to be bound by all acts, ordinances, and all other legal action now in force and effect within the corporate limits of the City and all those which may be hereafter adopted;

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. The petition for annexation of all portions of the following property not previously annexed into the City, and the draft services plan shown in Exhibit B, are hereby accepted:

Being a 128.5284 acre tract of land being a portion of land conveyed by Special Warranty Deed dated July 30, 1992 to Tammaso [sic] Achille and Mary C. Achille as recorded under Clerk’s File No. 92-24540 of the Official Public Records of Real Property, Brazoria County, Texas, and being a portion of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas, all of Lots 42, 43, 44, 45, 46, 47, 48, 49, 50, 51 and 52 of the C.M. Harrison Subdivision as recorded under Volume 2, Page 21 of the Plat Records of Brazoria County, Texas, and a portion of Lot 4 of Pierce’s Addition as recorded under Volume 46, Page 7 of the Brazoria County Plat Records and all being situated

in the ACH&B Survey, Abstract No. 412 and the Hooper & Wade Survey, Abstract No. 485, Brazoria County, Texas.

Said tract being more particularly shown and described in the Exhibit A, attached hereto and incorporated herein for all purposes.

A public hearing is scheduled for Thursday, December 18, 2025, in accordance with Section 43.0673 of the Local Government Code. Notice of such hearings shall be posted and the hearing shall be open to the public to accept public comment on the annexation request.

Section 3. Severability. Should any section or part of this Resolution be held unconstitutional, illegal, or invalid, or the application to any person or circumstance thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Resolution are declared to be severable.

Section 4. 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 4th day of December 2025.

THE CITY OF ALVIN, TEXAS

ATTEST

Gabe Adame, Mayor

Dixie Roberts, City Secretary

Exhibit A

METES AND BOUNDS DESCRIPTION
128.5284 ACRES
BRAZORIA COUNTY, TEXAS
November 7, 2025

Being a 128.5284 acre tract of land being a portion of land conveyed by Special Warranty Deed dated July 30, 1992 to Tammaso Achille and Mary C. Achille as recorded under Clerk's File No. 92-24540 of the Official Public Records of Real Property, Brazoria County, Texas and being a portion of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas, all of Lots 42, 43, 44, 45, 46, 47, 48, 49, 50, 51 and 52 of the C.M. Harrison Subdivision as recorded under Volume 2, Page 21 of the Plat Records of Brazoria County, Texas, and a portion of Lot 4 of Pierce's Addition as recorded under Volume 46, Page 7 of the Brazoria County Plat Records and all being situated in the ACH&B Survey, Abstract No. 412 and the Hooper & Wade Survey, Abstract No. 485, Brazoria County, Texas, and being more particularly described by metes and bounds as follows: *(all bearings herein are based on the Texas State Plane Coordinate System, South Central Zone (No. 4204)*

COMMENCING at a point in the called centerline of County Road 149, the south corner of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas;

THENCE North 38°33'44" East, along the southeast line of said Lot 48, Wellman Subdivision and along the centerline of Cardinal Drive (Dirt Road), for a distance of 20.00 feet to a 5/8-inch iron rod with cap stamped "Benchmark Engr" set for the **POINT OF BEGINNING** of herein described tract of land at the northeast corner of a called 20-foot strip of land dedicated to Brazoria County as recorded under Volume 717, Page 8 of the Deed Records of Brazoria County, Texas;

THENCE North 51°09'03" West, along the north line of said 20-foot strip, for a distance of 862.00 feet to a 5/8-inch iron rod with cap found for corner at the south corner of Lot 2, Block 1 of Achille Estates as recorded under Plat Number 2015043999 of the Plat Records of Brazoria County, Texas;

THENCE North 38°34'18" East, along the southeast line of said Lot 2, Block 1 of Achille Estates, for a distance of 639.75 feet to a 5/8-inch iron rod found for corner at the easternmost corner of said Lot 2;

THENCE North 51°07'52" West, along the northeasterly line of Lot 2 of said Achille Estates, for a distance of 170.13 feet to a 1/2-inch iron rod with cap found at the northernmost corner of said Lot 2 and being situated in the southeast line of a called 0.955 acre tract as conveyed by General Warranty Deed dated March 26, 2012 to Cristino Garcia and Ana Maria Garcia as recorded under Clerk's File No. 2012012467 of the Official Public Records Real Property, Brazoria County, Texas and being the westernmost corner of Lot 49 of said Wellman Subdivision;

THENCE North 38°31'28" East, along the northwest line of Lot 49 of said Wellman Subdivision, for a distance of 824.27 feet to a 1/2-inch iron rod found at the northernmost corner of said Lot 49, from which a 5/8-inch iron rod was found bearing South 35°56'34" West, 14.20 feet at the easternmost corner of a called 0.735 acre tract as conveyed by Deed of Trust dated February 23, 1991 to Ricardo Coronado and Pauline R. Coronado as recorded under Clerk's File No. 1991006565 of the Official Public Records Real Property, Brazoria County, Texas;

THENCE along the monumented and occupied east line of Lot 58 of said Wellman Subdivision the following three (3) courses:

- 1) North 02°36'39" West, for a distance of 418.00 feet to a ½-inch iron rod found at the northeast corner of a called 1.0260 acre tract as conveyed by a Deed to Iglesia Fuente De Agua Viva recorded under Clerk's File No. 2016030956 of the Official Public Records Real Property, Brazoria County, Texas;
- 2) North 04°28'01" West, for a distance of 241.26 feet to a ½-inch iron rod with cap found at the northernmost corner of a called 1,349.64 square foot tract (Tract II) as conveyed by Warranty Deed to Martin Coronado recorded under Clerk's File No. 2021045919 of the Official Public Records Real Property, Brazoria County, Texas;
- 3) North 07°13'53" West, for a distance of 82.18 feet to a ¾-inch iron pipe found at the northwest corner of Lot 52 of said C.M. Harrison Subdivision;

THENCE North 86°30'36" East, along the north line of said Lots 42, 48 and 52 of said C.M. Harrison Subdivision, for a distance of 2,309.84 feet to a ½-inch iron rod with cap found at the northeast corner of Lot 42 of said C.M. Harrison Subdivision situated in the southwest right-of-way line of G.C. & S.F. Railroad

THENCE South 16°31'29" East, along the southwest right-of-way line of said G.C. & S.F. Railroad and the northeast line of said C.M. Harrison Subdivision, for a distance of 1,915.82 feet to a ¾-inch iron pipe found at the southeast corner of Lot 44 of said C.M. Harrison Subdivision and the northeast corner of a called 107.1041 acre tract as conveyed by Special Warranty Deed dated February 14, 2024 to Beazer Homes Texas, L.P., as recorded under Clerk's File No. 2024006584 of the Official Public Records Real Property, Brazoria County, Texas;

THENCE South 86°30'31" West, along the south line of said C.M. Harrison Subdivision and along the north line of said 107.1041 acre tract, for a distance of 2,363.41 feet to a 5/8-inch iron rod with cap found at the northwest corner of said 107.1041 acre tract;

THENCE South 38°33'44" West, along the northwest line of said 107.1041 acre tract and along the southeast line of Lot 48 of said Wellman Subdivision, for a distance of 885.15 feet to the **POINT OF BEGINNING** of herein described tract and containing 128.5284 acres or 5,598,695 square feet of land.

This description was prepared in connection with a Survey Map prepared by Benchmark Engineering Corporation. Job No. 25015.



Saib Y. Saour, R.P.L.S.
Texas Registration No. 3540
TBPLS Firm Registration Number 10009000



Exhibit “B”

**MUNICIPAL SERVICES PLAN
FOR PROPERTY TO BE
ANNEXED INTO THE CITY OF ALVIN**

WHEREAS, the City of Alvin, Texas (the “City”) intends to institute annexation proceedings for a tract of land described more fully hereinafter (referred to herein as the “subject property”);

WHEREAS, Section 43.056 of the Local Government Code requires a service plan be adopted with the annexation ordinance;

WHEREAS, the subject property is not included in the municipal annexation plan and is exempt from the requirements thereof;

WHEREAS, infrastructure provided for herein and that existing are sufficient to service the subject property on the same terms and conditions as other similarly situated properties currently within the City limits, and no capital improvements are required to offer municipal services on the same terms and conditions as other similarly situated properties within the City; and

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by Chapter 43 of the Texas Local Government Code to annex the subject property into the City;

NOW, THEREFORE, the following services will be provided for the subject property on the effective date of annexation:

(1) **General Municipal Services.** Pursuant to the requests of the owner and this Plan, the following services shall be provided immediately from the effective date of the annexation:

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by agreement between the City and the ESD present personnel and equipment of the ESD fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present contract personnel and equipment of the ESD and the volunteer fire department.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City.

D. Animal control as follows:

Service by present personnel, equipment and facilities or by contract with a third party, as provided within the City.

E. Maintenance of parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities.

G. Maintenance of other City facilities, buildings and service.

H. Land use regulation as follows:

On the effective date of annexation, the regulatory jurisdiction of the City shall be extended to include the annexed area, and all property therein shall be subject to the City's police power regulations as set forth in state law and duly adopted ordinances.

(2) **Scheduled Municipal Services.** Due to the size and vacancy of the subject property, the plans and schedule for the development of the subject property, the following municipal services will be provided on a schedule and at increasing levels of service as provided in this Plan:

A. Water service and maintenance of water facilities as follows:

(i) Inspection of water distribution lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the subject property, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the subject property, or portions thereof as applicable, or absent a water CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject property's owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the subject property as required in City ordinances. Upon acceptance of the water lines within the subject property and any off-site improvements, water service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subject property, or applicable portions thereof, by the utility holding a wastewater CCN for the subject property, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the subject property, or portions thereof as applicable, are located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the subject property's owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the subject property as required in City ordinances. Upon acceptance of the wastewater lines within the subject property and any off-site improvements, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the subject property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

(A) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

(B) Routine maintenance as presently performed by the City.

(ii) The City will maintain existing public streets within the subject property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the subject property, as follows:

(A) As provided in C(i)(A)&(B) above;

(B) Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(C) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and

(D) Installation and maintenance of street lighting in accordance with established policies of the City.

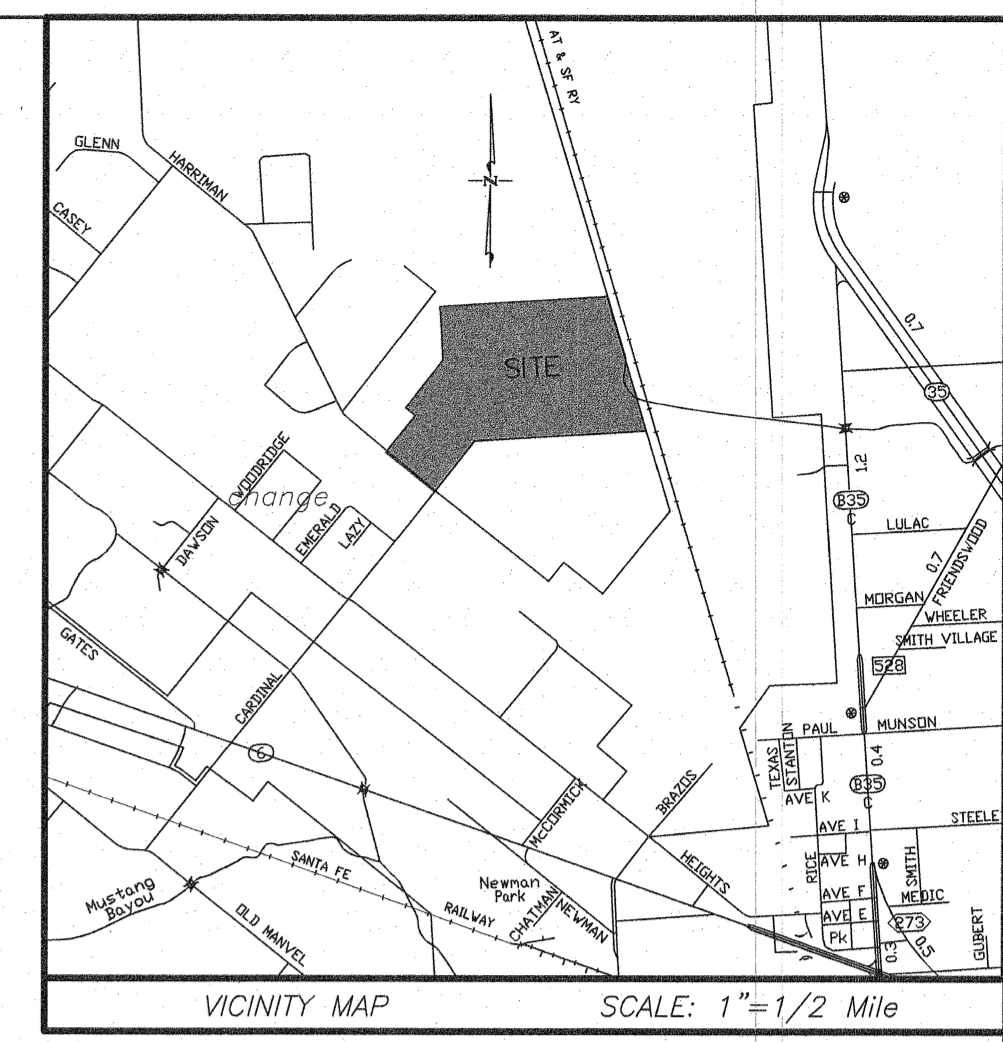
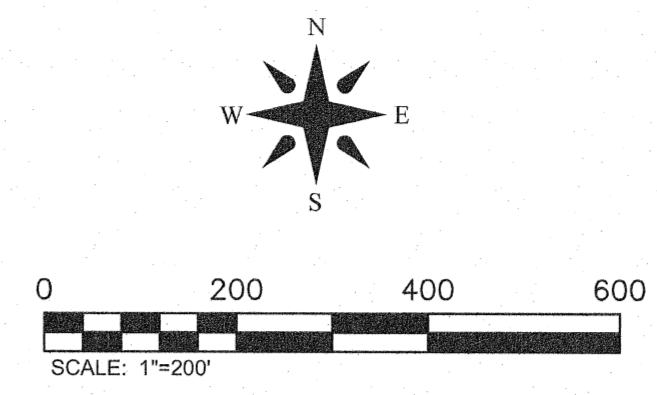
(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the subject property or redevelopment, the landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the subject property the same as similarly situated properties.

(4) **Term.** If not previously expired, this service plan expires at the end of ten (10) years.

(5) **Property Description.** The legal description of the subject property is as set forth in exhibits attached to the Annexation Ordinance to which this Service Plan is attached.



LINK	BEARING	DISTANCE
L1	N 51°07'52" W	170.13'
L2	N 07°13'53" W	82.18'



**METES AND BOUNDS DESCRIPTION
128.5284 ACRES
BRAZORIA COUNTY, TEXAS**

Being a 128.5284 acre tract of land being a portion of land conveyed by Special Warranty Deed dated July 30, 1992 to Tommaso Achille and Mary C. Achille as recorded under Clerk's File No. 92-24540 of the Official Public Records of Real Property, Brazoria County, Texas and being a portion of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas, all of Lots 42, 43, 44, 45, 46, 47, 48, 49, 50, 51 and 52 of the C.M. Harrison Subdivision as recorded under Volume 2, Page 21 of the Plat Records of Brazoria County, Texas, and a portion of Lot 4 of Pierce's Addition as recorded under Volume 46, Page 7 of the Brazoria County Plat Records and all being situated in the ACHIBS Survey, Abstract No. 412 and the Hooper & Wade Survey, Abstract No. 485, Brazoria County, Texas, and being more particularly described by metes and bounds as follows: (all bearings herein are based on the Texas State Plane Coordinate System, South Central Zone (No. 4204).

COMMENCING at a point in the called centerline of County Road 149, the south corner of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas;

THENCE North 38°33'44" East, along the southeast line of said Lot 48, Wellman Subdivision and along the centerline of Cardinal Drive (Dirt Road), for a distance of 20.00 feet to a 5/8-inch iron rod with cap stamped "Benchmark Engr" set for the **POINT OF BEGINNING** of herein described tract of land at the northeast corner of a called 0.935 acre tract as conveyed by General Warranty Deed dated March 26, 2012 to Cristian Garcia and Ana Maria Garcia as recorded under Clerk's File No. 2012012467 of the Official Public Records of Real Property, Brazoria County, Texas;

THENCE North 51°09'03" West, along the north line of said 20-foot strip, for a distance of 862.00 feet to a 5/8-inch iron rod with cap found for corner at the south corner of Lot 2, Block 1 of Achille Estates as recorded under Plat Number 2015043999 of the Plat Records of Brazoria County, Texas;

THENCE North 38°34'18" East, along the southeast line of said Lot 2, Block 1 of Achille Estates, for a distance of 639.75 feet to a 5/8-inch iron rod found for corner at the easternmost corner of said Lot 2;

THENCE North 51°07'52" West, along the northeasterly line of Lot 2 of said Achille Estates, for a distance of 170.13 feet to a 1/2-inch iron rod with cap found at the northwestern corner of said Lot 2 and being situated in the southeast line of a called 0.935 acre tract as conveyed by General Warranty Deed dated March 26, 2012 to Cristian Garcia and Ana Maria Garcia as recorded under Clerk's File No. 2012012467 of the Official Public Records of Real Property, Brazoria County, Texas and being the westernmost corner of Lot 49 of said Wellman Subdivision;

THENCE North 38°31'28" East, along the northwest line of Lot 49 of said Wellman Subdivision, for a distance of 824.27 feet to a 1/2-inch iron rod found at the northeastern corner of said Lot 49, from which a 5/8-inch iron rod was found bearing South 35°56'34" West, 14.20 feet at the easternmost corner of a called 0.935 acre tract as conveyed by Deed of Trust dated February 23, 1991 to Ricardo Coronado and Pauline R. Coronado as recorded under Clerk's File No. 1991006565 of the Official Public Records of Real Property, Brazoria County, Texas;

- THENCE** along the monumented and occupied east line of Lot 58 of said Wellman Subdivision the following three (3) courses:
- 1) North 02°36'39" West, for a distance of 418.00 feet to a 1/2-inch iron rod found at the northeast corner of a called 1.0260 acre tract as conveyed by a Deed to Iglesia Fuente De Agua Viva recorded under Clerk's File No. 2016030996 of the Official Public Records of Real Property, Brazoria County, Texas;
 - 2) North 04°28'01" West, for a distance of 241.26 feet to a 1/2-inch iron rod with cap found at the northeastern corner of a called 1.34964 square foot tract (Tract II) as conveyed by Warranty Deed recorded under Clerk's File No. 2021049319 of the Official Public Records of Real Property, Brazoria County, Texas;
 - 3) North 07°13'53" West, for a distance of 82.18 feet to a 1/2-inch iron pipe found at the northwest corner of Lot 52 of said C.M. Harrison Subdivision;

THENCE North 86°30'36" East, along the north line of said Lots 42, 48 and 52 of said C.M. Harrison Subdivision, for a distance of 2,309.84 feet to a 1/2-inch iron rod with cap found at the northeast corner of Lot 42 of said C.M. Harrison Subdivision situated in the southeast right-of-way line of G.C. & S.F. Railroad;

THENCE South 16°21'29" East, along the southwest right-of-way line of said G.C. & S.F. Railroad and the northeast line of said C.M. Harrison Subdivision, for a distance of 1,915.82 feet to a 1/2-inch iron pipe found at the southeast corner of Lot 44 of said C.M. Harrison Subdivision and the northeast corner of a called 107.1041 acre tract as conveyed by Special Warranty Deed dated February 14, 2024 to Boazee Homes Texas, L.P., as recorded under Clerk's File No. 2024006584 of the Official Public Records of Real Property, Brazoria County, Texas;

THENCE South 86°30'31" West, along the south line of said C.M. Harrison Subdivision and along the north line of said 107.1041 acre tract, for a distance of 2,363.41 feet to a 5/8-inch iron rod with cap found at the northwest corner of Lot 48 of said C.M. Harrison Subdivision, for a distance of 885.15 feet to the **POINT OF BEGINNING** of herein described tract and containing 128.5284 acres or 5,598.695 square feet of land.

THENCE South 38°33'44" West, along the northwest line of said 107.1041 acre tract and along the southeast line of Lot 48 of said Wellman Subdivision, for a distance of 885.15 feet to the **POINT OF BEGINNING** of herein described tract and containing 128.5284 acres or 5,598.695 square feet of land.

Notes:

- 1) Property surveyed is subject to the Zoning and/or Ordinances now in force for the City of Alvin, County of Brazoria, Texas.
- 2) This survey was prepared with the benefit of a "Title Report" by Alamo Title Insurance, GF no. ATCH-80F-ATCH25141612-MA, with an effective date May 8, 2025 and an issue date of May 14, 2025. Encumbrances shown hereon are based on information available to surveyor at the time of survey. A title or abstracting report may disclose additional encumbrances to property.
- 3) Property is situated within ZONE "X" and AO (depth-1), according to the (FIRM) Flood Insurance Rate Map No. 48039C0135K, effective date 12/30/2020 as published by the Federal Emergency Management Agency (FEMA).
- 4) According to the above said Title Report, this survey is subject to the following encumbrances:

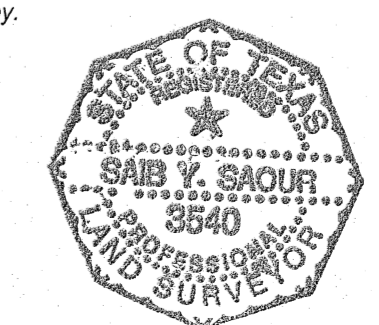
SCHEDULE B ITEMS:

- Item 1, Schedule B is hereby deleted.
1. Any discrepancies, conflicts, or shortages in area or boundary lines, or any encroachments or protrusions, or any overlapping of improvements.
 2. The following matters and all terms of the documents creating or offering evidence of the matters (We must insert matters or delete this exception):
 - a. Rights of parties in possession.
 - b. Item intentionally deleted.
 - c. An exclusive and perpetual easement and right-of-way granted to Brazoria County Conservation and Reclamation District Number Three in instrument filed for record under Brazoria County Clerk's File No. 96-022386, said easement being described by metes and bounds therein, (depicted hereon)
 - d. Easement for roadway twenty (20) feet in width as set forth and defined in instrument recorded in Volume 717, Page 8 of the Deed Records of Brazoria County, Texas, (depicted hereon)
 - e. Electric line easement sixteen (16) feet in width granted to Texas New Mexico Power Company, as set forth and defined in instrument filed for record under Brazoria County Clerk's File No. 97-026490, (depicted hereon)
 - f. Unlocated pipeline easement granted to All American Pipeline Company by instrument recorded in Volume 88597, Page 699, Official Records, Brazoria County, Texas, (As to 7.03 acres; unable to depict hereon)
 - g. Interest in and to all oil, gas and other minerals, and all rights incident thereto, contained in instrument recorded in Volume 554, Page 523 of the Deed Records of Brazoria County, Texas. Reference to which instrument is here made for particulars. No further search of title has been made as to the interest(s) evidenced by this instrument, and the Company makes no representation as to the ownership or holder of such interest(s). (blanket in nature; unable to depict hereon)
 - h. Interest in and to all oil, gas and other minerals, and all rights incident thereto, contained in instrument recorded in Volume 554, Page 523 of the Deed Records of Brazoria County, Texas. Reference to which instrument is here made for particulars. No further search of title has been made as to the interest(s) evidenced by this instrument, and the Company makes no representation as to the ownership or holder of such interest(s). (blanket in nature; unable to depict hereon)
 - i. Lease for oil, gas or other minerals, together with rights incident thereto, dated January 22, 1953, recorded in Volume 550, Page 251 of the Deed Records of Brazoria County, Texas. Said lease assigned to Union Producing Company by instrument recorded in Volume 560, Page 260 of the Deed Records of Brazoria County, Texas. Reference to which instrument is made for particulars. No further search of title has been made as to the interest(s) evidenced by this instrument, and the Company makes no representation as to the ownership or holder of such interest(s). (blanket in nature; unable to depict hereon)
 - j. Terms, conditions and stipulations contain in that certain Affidavit to the public for onsite sewer waste facilities, as set forth by instrument filed for record under Brazoria County Clerk's File No. 2005003876, (blanket in nature; unable to depict hereon)
 - k. Any portion of the Land located within the boundaries of any roadway or highway.
 - l. Rights of tenants in possession, as tenants only, under unrecorded lease agreements.
 - m. The following matters, and all rights related thereto, as shown on survey dated May 2025 signed June 10, 2025, by Saib Y. Saour, R.P.L.S. No. 3540, Job No. 25015: (depicted hereon)
 1. Houston Pipeline traversing the northern portion of the subject property.
 2. Overhead power line, power poles, meter, and guy wire along the southeast property line.
 3. Unimproved platted road traversing the subject property in a north and south direction.
 4. 50' wide road (Book 46, Page 7, B.C.D.R.) along the South property line.
 5. Gravel road protruding outside the southern property line together with possible rights of others in and to same.
 - n. A ditch traversing in an east and west direction along the southern portion of the subject property. Multiple swales along the southern portion of the subject property.
 - o. Fences do not follow the property lines.
 - p. If any portion of the proposed loan and/or the Owner's Title Policy coverage amount includes funds for immediately contemplated improvements, the following exceptions will appear in Schedule B of any policy issued as indicated:
 1. Owner and Loan Policy(ies): Any and all liens arising by reason of unpaid bills or claims for work performed or materials furnished in connection with improvements placed, or to be placed, upon the subject land. However, the Company does insure against such losses, if any, sustained by the insured under this policy if such liens have been filed with the County Clerk of County, Texas, prior to the date hereof.
 2. Owner Policy(ies) Only: Liability hereunder at the date hereof is limited to \$ 0.00. Liability shall increase as contemplated improvements are made, so that any loss payable hereunder shall be limited to said sum plus the amount actually expended by the insured in improvements at the time the loss occurs. Any expenditures made for improvements, subsequent to the date of this policy, will be deemed made as of the date of this policy. In no event shall the liability of the Company hereunder exceed the face amount of this policy. Nothing contained in this paragraph shall be construed as limiting any exception or any printed provision of this policy.
 3. Loan Policy(ies) Only: Pending disbursement of the full proceeds of the loan secured by the lien instrument set forth under Schedule A hereof, this policy insures only to the extent of the amount actually disbursed, but increase as each disbursement is made in good faith and without knowledge of any defect in, or objections to, the title up to the face amount of the policy. Nothing contained in this paragraph shall be construed as limiting any exception under Schedule B, or any printed provision of this policy.
 - q. All leases, grants, exceptions or reservations of the geothermal energy and associated resources below the surface of the land, together with all rights, privileges, and immunities relating thereto, appearing in the Public Records whether listed in Schedule B or not. There may be leases, grants, exceptions or reservations of the geothermal energy and associated resources below the surface of the Land that are not listed.
 - r. All leases, grants, exceptions or reservations of coal, lignite, oil, gas and other minerals, together with all rights, privileges, and immunities relating thereto, appearing in the Public Records whether listed in Schedule B or not. There may be leases, grants, exceptions or reservations of mineral interest that are not listed.

To: KB Home Lone Star Inc. and Alamo Title Company.

This survey complies with the current Texas Society of Professional Surveyors Standards and Specifications for a Category 1a Condition II (Land Title) Survey.

Saib Y. Saour, R.P.L.S.
Texas Registration No. 3540
TBPLS Firm Registration No. 10009000



BENCHMARK ENGINEERING CORPORATION™
CONSULTING PLANNING SURVEYING
TBPLS REG. NO. F-6788 TBPLS REG. NO. 10009000
2401 POUNDVIEW DRIVE, SUITE 500
HOUSTON, TX 77057 (713) 961-1928

**LAND TITLE SURVEY OF
128.5284 ACRES
A.C.H.B SURVEY, A-412 AND
HOOPER & WADE SURVEY A-485
BRAZORIA COUNTY, TEXAS**

DRAWN BY: SJDH DATE: 11/7/2025 SCALE: 1"=200'
CHECKED BY: MH JOB NO: 25015 SHEET NO.

PETITION FOR ANNEXATION
INTO THE CITY OF ALVIN, TEXAS

THE STATE OF TEXAS §
 §
COUNTY OF BRAZORIA §

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF ALVIN,
TEXAS:

TOMMASO ACHILLE AND MARY C. ACHILLE (collectively, the "Petitioners"), acting pursuant to Section 43.0671 of the Texas Local Government Code, together with all amendments and additions thereto, respectfully petition the Mayor and the City Council of the City of Alvin (the "City") to extend the present city limits so as to include and annex as part of the City the approximately 128.5284 acres of land described by metes and bounds in **Exhibit A** (the "Land"), which is attached hereto and incorporated herein for all purposes, and further petitions the City to negotiate and enter into a written agreement with the Petitioners for the provision of services in the area. In support of this petition, the Petitioners would show the following:

1. The Land lies within Brazoria County, Texas and is accurately described by metes and bounds in **Exhibit A**.
2. The Land is comprised of 128.5284 acres within the extraterritorial jurisdiction of the City (as such term is defined in Texas Local Government Code Section 42.001 et seq., as amended).
3. The Land is described by metes and bounds in **Exhibit A**, which is attached hereto and incorporated herein for all purposes.
4. The Petitioners hereby certify that they are the sole owners of the Land, and that this Petition is signed and acknowledged by each and every person, corporation or entity owning the Land or having an ownership interest in any part of the Land. There are no lienholders on the Land.
5. Petitioners have contracted with the City for the provision of services in the area. Such agreement includes: (1) a list of each service the City will provide on the effective date of the annexation; and (2) a schedule that includes the period within which the City will provide each service that is not provided on the effective date of the annexation.

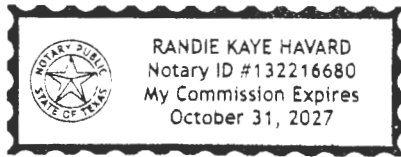
[EXECUTION PAGE FOLLOWS]

By: Tommaso Achille
TOMASSO ACHILLE

THE STATE OF TEXAS §
COUNTY OF Harris §

This instrument was acknowledged before me on November 12, 2025, by TOMASSO ACHILLE.

(SEAL)



[Signature]

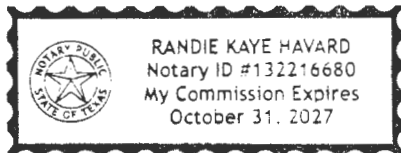
Notary Public, State of Texas

By: Mary C Achille
MARY C. ACHILLE

THE STATE OF TEXAS §
COUNTY OF Harris §

This instrument was acknowledged before me on November 12, 2025, by MARY C. ACHILLE.

(SEAL)



[Signature]

Notary Public, State of Texas

Attachment:
Exhibit A: Description of the Land

EXHIBIT A

METES AND BOUNDS DESCRIPTION

128.5284 ACRES

BRAZORIA COUNTY, TEXAS

November 7, 2025

Being a 128.5284 acre tract of land being a portion of land conveyed by Special Warranty Deed dated July 30, 1992 to Tammaso Achille and Mary C. Achille as recorded under Clerk's File No. 92-24540 of the Official Public Records of Real Property, Brazoria County, Texas and being a portion of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas, all of Lots 42, 43, 44, 45, 46, 47, 48, 49, 50, 51 and 52 of the C.M. Harrison Subdivision as recorded under Volume 2, Page 21 of the Plat Records of Brazoria County, Texas, and a portion of Lot 4 of Pierce's Addition as recorded under Volume 46, Page 7 of the Brazoria County Plat Records and all being situated in the ACH&B Survey, Abstract No. 412 and the Hooper & Wade Survey, Abstract No. 485, Brazoria County, Texas, and being more particularly described by metes and bounds as follows: *(all bearings herein are based on the Texas State Plane Coordinate System, South Central Zone (No. 4204)*

COMMENCING at a point in the called centerline of County Road 149, the south corner of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas;

THENCE North 38°33'44" East, along the southeast line of said Lot 48, Wellman Subdivision and along the centerline of Cardinal Drive (Dirt Road), for a distance of 20.00 feet to a 5/8-inch iron rod with cap stamped "Benchmark Engr" set for the **POINT OF BEGINNING** of herein described tract of land at the northeast corner of a called 20-foot strip of land dedicated to Brazoria County as recorded under Volume 717, Page 8 of the Deed Records of Brazoria County, Texas;

THENCE North 51°09'03" West, along the north line of said 20-foot strip, for a distance of 862.00 feet to a 5/8-inch iron rod with cap found for corner at the south corner of Lot 2, Block 1 of Achille Estates as recorded under Plat Number 2015043999 of the Plat Records of Brazoria County, Texas;

THENCE North 38°34'18" East, along the southeast line of said Lot 2, Block 1 of Achille Estates, for a distance of 639.75 feet to a 5/8-inch iron rod found for corner at the easternmost corner of said Lot 2;

THENCE North 51°07'52" West, along the northeasterly line of Lot 2 of said Achille Estates, for a distance of 170.13 feet to a ½-inch iron rod with cap found at the northernmost corner of said Lot 2 and being situated in the southeast line of a called 0.955 acre tract as conveyed by General Warranty Deed dated March 26, 2012 to Cristino Garcia and Ana Maria Garcia as recorded under Clerk's File No. 2012012467 of the Official Public Records Real Property, Brazoria County, Texas and being the westernmost corner of Lot 49 of said Wellman Subdivision;

THENCE North 38°31'28" East, along the northwest line of Lot 49 of said Wellman Subdivision, for a distance of 824.27 feet to a ½-inch iron rod found at the northernmost corner of said Lot 49, from which a 5/8-inch iron rod was found bearing South 35°56'34" West, 14.20 feet at the easternmost corner of a called 0.735 acre tract as conveyed by Deed of Trust dated February 23, 1991 to Ricardo Coronado and Pauline R. Coronado as recorded under Clerk's File No. 1991006565 of the Official Public Records Real Property, Brazoria County, Texas;

THENCE along the monumented and occupied east line of Lot 58 of said Wellman Subdivision the following three (3) courses:

- 1) North 02°36'39" West, for a distance of 418.00 feet to a ½-inch iron rod found at the northeast corner of a called 1.0260 acre tract as conveyed by a Deed to Iglesia Fuente De Agua Viva recorded under Clerk's File No. 2016030956 of the Official Public Records Real Property, Brazoria County, Texas;
- 2) North 04°28'01" West, for a distance of 241.26 feet to a ½-inch iron rod with cap found at the northernmost corner of a called 1,349.64 square foot tract (Tract II) as conveyed by Warranty Deed to Martin Coronado recorded under Clerk's File No. 2021045919 of the Official Public Records Real Property, Brazoria County, Texas;
- 3) North 07°13'53" West, for a distance of 82.18 feet to a ¾-inch iron pipe found at the northwest corner of Lot 52 of said C.M. Harrison Subdivision;

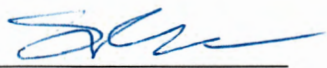
THENCE North 86°30'36" East, along the north line of said Lots 42, 48 and 52 of said C.M. Harrison Subdivision, for a distance of 2,309.84 feet to a ½-inch iron rod with cap found at the northeast corner of Lot 42 of said C.M. Harrison Subdivision situated in the southwest right-of-way line of G.C. & S.F. Railroad

THENCE South 16°31'29" East, along the southwest right-of-way line of said G.C. & S.F. Railroad and the northeast line of said C.M. Harrison Subdivision, for a distance of 1,915.82 feet to a ¾-inch iron pipe found at the southeast corner of Lot 44 of said C.M. Harrison Subdivision and the northeast corner of a called 107.1041 acre tract as conveyed by Special Warranty Deed dated February 14, 2024 to Beazer Homes Texas, L.P., as recorded under Clerk's File No. 2024006584 of the Official Public Records Real Property, Brazoria County, Texas;

THENCE South 86°30'31" West, along the south line of said C.M. Harrison Subdivision and along the north line of said 107.1041 acre tract, for a distance of 2,363.41 feet to a 5/8-inch iron rod with cap found at the northwest corner of said 107.1041 acre tract;

THENCE South 38°33'44" West, along the northwest line of said 107.1041 acre tract and along the southeast line of Lot 48 of said Wellman Subdivision, for a distance of 885.15 feet to the **POINT OF BEGINNING** of herein described tract and containing 128.5284 acres or 5,598,695 square feet of land.

This description was prepared in connection with a Survey Map prepared by Benchmark Engineering Corporation. Job No. 25015.


Saib Y. Saour, R.P.L.S.
Texas Registration No. 3540
TBPLS Firm Registration Number 10009000



NOTICE OF PUBLIC HEARING

The City Council of the City of Alvin, Texas will hold a public hearing to receive public comments on the proposed annexation of approximately 128.5284 acres of land located north of State Highway 6 and west of State Highway 35 in Brazoria County, Texas. The public hearing will be held on Thursday, December 18, 2025, at 7:00 p.m. at Alvin City Hall 216 W. Sealy Street.

The property description is as follows:

Being a 128.5284 acre tract of land being a portion of land conveyed by Special Warranty Deed dated July 30, 1992 to Tammaso [sic] Achille and Mary C. Achille as recorded under Clerk's File No. 92-24540 of the Official Public Records of Real Property, Brazoria County, Texas, and being a portion of Lot 48 of Wellman Subdivision as recorded under Volume 8, Page 622 of the Deed Records of Brazoria County, Texas, all of Lots 42, 43, 44, 45, 46, 47, 48, 49, 50, 51 and 52 of the C.M. Harrison Subdivision as recorded under Volume 2, Page 21 of the Plat Records of Brazoria County, Texas, and a portion of Lot 4 of Pierce's Addition as recorded under Volume 46, Page 7 of the Brazoria County Plat Records and all being situated in the ACH&B Survey, Abstract No. 412 and the Hooper & Wade Survey, Abstract No. 485, Brazoria County, Texas.

Dixie Roberts
City Secretary

LEGAL AD

Notice to Publish; Sunday, December 7, 2025



AGENDA COMMENTARY

Meeting Date: 12/4/2025

Department: Economic Development

Contact: Paul Chavez, Economic Development Director

Agenda Item: Consider Resolution 25-R-31, amending the Economic Development Incentive Policy for the City of Alvin, Texas; and setting forth other matters related thereto.

Type of Item: Resolution

Summary: Chapter 312.002(c) of the Texas Tax Code recommends the City update and/or renew its Economic Development Incentive Policy every two (2) years as it relates to economic development activity. The attached policy outlines the incentives available and gives business prospects the guidance necessary to pursue an incentive application, if desired. Updates to the Business Incentive Policy were presented to the Alvin Economic Development Advisory Committee and passed unanimously at their meeting on November 12, 2025.

Changes from the previous policy include:

- Clarification of maximum City incentive award to be no greater than 40% of total project costs.
- Downtown Alvin incentivized improvements include beautification of landscaping, parking improvements, and clarification of street-facing façade improvements. Additionally, the boundary of the downtown Alvin incentive area now includes sites along Gordon Street from the railroad crossing to 1462.
- The definition of a limited dine-in restaurant was added to the restaurant incentive section.
- Clarification that an applicant cannot apply for more than one incentive consideration per site.

Staff recommends approval.

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: 12/1/2025 SLH

Finance Review Required: N/A Required

Date Completed: _____

Supporting documents attached:

1. Res 25-R-31; Eco Dev Policy Amendment
2. Exhibit A - Alvin Business Incentive Policy - 2026
3. Incentive policy; Highlighted Changes

Recommendation: Move to approve Resolution 25-R-31, adopting the amended Economic Development Incentive Policy for the City of Alvin, Texas; and setting forth other matters related thereto.

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: __

RESOLUTION 25-R-31

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALVIN, TEXAS, AMENDING THE ECONOMIC DEVELOPMENT INCENTIVE POLICY FOR THE CITY OF ALVIN, TEXAS; AND SETTING FORTH OTHER MATTERS RELATED THERETO.

WHEREAS, the City of Alvin is committed to establishing long-term economic vitality, and supporting sustainable growth through adaptive and forward-looking economic development strategies; and

WHEREAS, the City Council previously adopted an updated Economic Development Incentive Policy on October 17, 2024, to guide the administration of the City's economic development programs; and

WHEREAS, the Economic Development Advisory Committee met on November 12, 2025, to review and discuss proposed amendments to the Economic Development Incentive Policy and recommended the changes as presented; and

WHEREAS, upon further review, the City Council now finds it necessary and appropriate to amend the Economic Development Incentive Policy, attached hereto as Exhibit A and incorporated herein by reference, to ensure continued alignment with current goals, statutory requirements, and evolving economic conditions; and

WHEREAS, Chapter 380 of the Texas Local Government Code authorizes home rule cities to establish and administer programs for making loans and grants of public funds to promote state and local economic development; and

WHEREAS, Chapter 312 of the Texas Tax Code recommends the periodic review and renewal of local tax abatement guidelines and criteria, which necessitates amendments to the City's Economic Development Incentive Policy; and

WHEREAS, in accordance with the City Council of the City of Alvin's Strategic Plan Goals 1, 2, and 3, the City seeks to support infrastructure improvements, enhance community appeal, and expand economic development opportunities; and

WHEREAS, the City Council has reviewed the proposed amendments and deems it in the public interest to authorize and adopt these revisions.

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 adopted as findings of fact for all purposes.

Section 2. Amendment. The City Council hereby amends the Economic Development Incentive Policy of the City of Alvin, Texas, as set forth in Exhibit A, attached hereto and made

a part of this Resolution.

Section 3. Open Meetings. It is hereby officially found and determined that the meeting at which this Resolution 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.

Section 4. Effective Date. The Economic Development Incentive Policy of the City of Alvin, Texas, shall take effect upon the passage of this Resolution.

PASSED AND APPROVED on this the 4th day of December 2025.

CITY OF ALVIN, TEXAS

ATTEST

Gabe Adame, Mayor

Dixie Roberts, City Secretary

CITY OF ALVIN, TEXAS, PROCEDURES FOR THE CONSIDERATION OF ECONOMIC DEVELOPMENT PROJECTS WITHIN THE CITY

PURPOSE OF PROCEDURES

The City of Alvin (the “City”) will consider the use of economic development incentives to promote new development and redevelopment where it can be demonstrated that an increase in property value, employment, and sales tax can be reasonably expected and that the overall quality of life of the people who either live or work in the City can be improved. The following procedures are applicable to any proposed project within the City limits. Any projects outside of the City limits will be considered on a case-by-case basis.

For those proposed developments that meet the goals and criteria of the City, the City is willing to consider any applicable economic development tools authorized for use by cities in Texas. This policy does not supersede existing agreements currently under development, projects for which construction has begun, projects previously constructed, or projects requesting the use of tax abatements pursuant to Chapter 312 of the Texas Tax Code as an economic development incentive.

The purpose of establishing these procedures is to establish a common understanding and consistent approach to guide developers, business prospects, the City, and the general public through a standardized process for the review of economic development proposals requested in the City. Note that the City is not required to approve any incentive for any redevelopment.

The goals of these procedures are twofold:

1. Provide a clear and consistent process for the consideration of economic development projects.
2. Promote projects that encourage the realization of important City objectives including any of the following:
 - a. improvement of the City’s infrastructure;
 - b. increase in tax revenue;
 - c. ensuring high-quality and well-planned developments;
 - d. job creation; and
 - e. improvement of the quality of life in the City.

HOW TO APPLY

To be considered for a business incentive, an Applicant will need to submit a formal proposal outlining their project and incentive request. The proposal will need to be on company letterhead and include the following details:

1. project description;
2. project budget;
3. a copy of business financials for the past 24 months;
4. public infrastructure requirements;
5. projection of increased assessed value;
6. projection of increased employment;
7. projection of sales taxes (if applicable);
8. economic development incentive requested; and
9. any changes or variances requested to City ordinances (if applicable).

Hardcopy and/or electronic copies of the proposal will be accepted.

IMPORTANT: Projects that have already started construction / build-out may be disqualified from receiving incentives from the City. Please make every effort to get your incentive request to the Economic Development Director as soon as possible to avoid disqualification.

EVALUATION PROCEDURES

Each proposal for the consideration of economic development projects will be reviewed by the following procedures:

1. Prior to the submission of any proposal, the Applicant is required to request a pre-development meeting (PDM) with the City. The purpose of the PDM is to address questions regarding the proposal, the review process, and provide a general understanding of whether there is a reasonable expectation of City support for the project going forward.
2. The Applicant will then submit a proposal for incentive consideration to the Economic Development Director who will conduct an evaluation to determine whether additional information is required.
3. Once all information is submitted, the Economic Development Advisory Committee (EDAC) will convene to review the proposal and make recommendations to City staff. It is advised that the Applicant be present to answer questions.
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If your project is located with the **Downtown Business District** page 4

If your project is located within the **General City Limits** page 5

If your project is a **Restaurant** page 6

DOWNTOWN ALVIN BUSINESS INCENTIVE POLICY

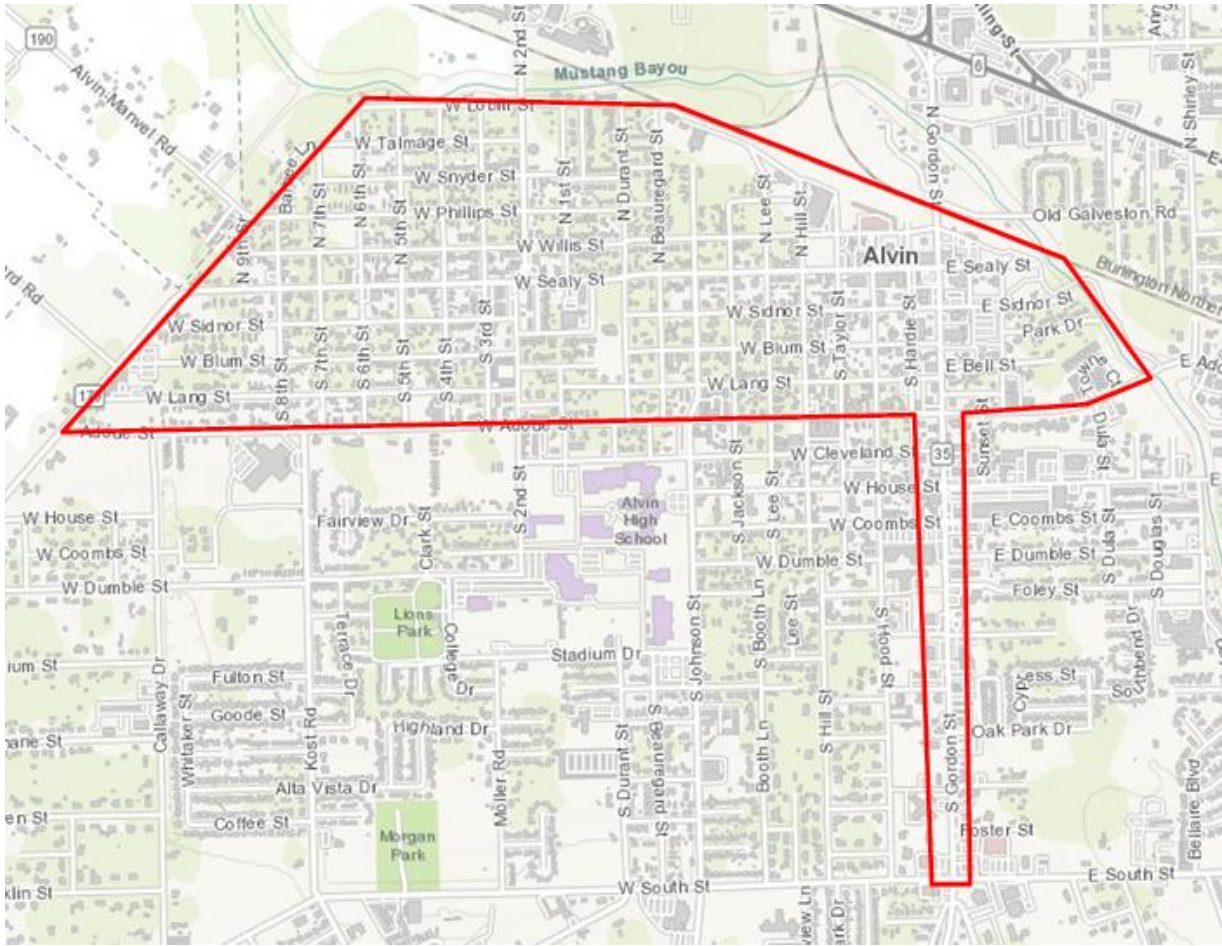
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Applicants for this program may apply for incentives provided that:

1. the business is located within the district of the downtown Alvin area (see map);
2. the business will add at least 3 new full-time or full-time equivalent (FTE) jobs;
3. an economic analysis of the business substantiates that the City will receive a positive return on the sales and use tax reimbursement and/or property tax values; and
4. the business is **not** one of the following:
 - a business that constitutes a nonconforming use where the business is currently located or where the business is proposed to be located;
 - a flea market, tattoo parlor, or game room;
 - a nail salon, beauty salon, or beauty supply establishment;
 - a gas station or convenience store;
 - a vape / tobacco / hemp / smoke shop;
 - a storage facility;
 - warehouse, manufacturing, and trucking facilities;
 - a business that is not in good standing with the State of Texas or the City; or
 - a nonprofit establishment.

Incentives from this program are not intended for repairs or maintenance activities. Please see map on the following page for the designated boundaries of the Downtown Alvin Business Incentive.

DOWNTOWN ALVIN BUSINESS INCENTIVE BOUNDARIES



CITY OF ALVIN BUSINESS INCENTIVE POLICY

Any new or expanding business may request incentive consideration for their project under the Alvin Business Incentive Policy. Larger scale developments such as shopping centers, industrial parks, warehouses, and office buildings also fall under this policy.

Applicants under this program may apply for sales tax reimbursement, façade improvements, signage improvements, and exterior permanent fixtures improvements provided that:

1. the site is located inside the incorporated City limits;
2. the business will add net positive value to the municipal tax rolls;
3. the business will add at least 10 new full-time jobs (or 10 FTEs);
4. an economic analysis of the business substantiates that the City will receive a positive return on the sales and use tax reimbursement; and
5. the business is **not** one of the following:
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 - a gas station or convenience store;
 - a vape / tobacco / hemp / smoke shop;
 - a storage facility such as vehicle, home or business items storage;
 - vehicle dealership;
 - a business that is not in good standing with the State of Texas or the City;
 - a business relocating from one location within the City to another location within the City but is not increasing their original square footage by at least 15%; or
 - a nonprofit establishment.

Incentives from this program are not intended for repairs or maintenance activities.

ALVIN RESTAURANT INCENTIVE POLICY

A restaurant or food establishment may apply for reimbursement of façade improvements, sales tax reimbursement, and tenant improvements from the Alvin Restaurant Investment Policy.

To receive consideration under this program, an establishment must be located within the City limits of Alvin and meet the following criteria:

- offers dine-in services with table servers/wait staff, a food hall, or food accelerator;
- has the capability to attract customers from outside of the community;
- does not have another existing location within a 5-mile radius;
- provides new and different dining and entertainment experiences;
- will generate a minimum of \$20,000 in food and beverage sales taxes annually within the scope of the incentive agreement;
- if project is a new build, the site will be occupied within one (1) year of receiving approval for a City incentive; and
- if site is leased, have a minimum five (5) year lease.

Preference will be given to restaurant concepts that are unique to the Alvin area.

Restaurants currently located within the City of Alvin and seeking incentives for site improvements / expansion should demonstrate the following in their proposals:

- Project will increase property value to the site of at least 10% of Brazoria County assessed value; or
- Document an increase in employment of either full-time or full-time equivalent staff.

The following are **ineligible** for the Restaurant Incentive Program:

- a restaurant with limited dine-in service* and/or drive-thru only service; or
- a restaurant or food establishment located in a development that has received City economic development funding for the same improvements within five (5) years.

Any restaurant that receives funds through this program will be required to maintain a City health code rating of an “A” rating at all times over the course of the incentive contract term. Failure to maintain this rating may result in activation of incentive claw back provisions as outlined in the incentive contract.

** Limited dine-in restaurant, also known as a limited-service restaurant (LSR), is a type of restaurant where customers order and pay at a counter or kiosk and typically receive limited or no table service, often clearing their own tables.*

FUNDING

As noted earlier, all applications have a maximum City participation of **no greater than 40%** of total project costs.

All incentives are on a reimbursement schedule only and will be funded after completion of the project, with proof of receipts for all applicable materials submitted to the City of Alvin's Economic Development office.

The Applicant shall confirm that the project has been completed in accordance with the application. Such notification shall include, but not be limited to, a Certificate of Completion, documentation of paid receipts for materials and labor, and pictures of the completed project. The City may request other items deemed reasonably necessary for determining the project's completion. An inspection will be performed by City staff within ten (10) business days of notification by Applicant. If needed, a letter will be issued to the Applicant indicating all areas of noncompliance.

When all areas of the project are in compliance and the City Building Officials have approved the Certificate of Completion, the Economic Development Director will submit documentation to the City of Alvin Finance Department for payment. The City of Alvin Finance Department will process the disbursement of approved grant funds as per the incentive agreement.

THE FINE PRINT

This section outlines all the additional details regarding incentive and business performance.

The Applicant should not begin any improvements that are outlined in their application prior to receiving approval from the Economic Development Director. Doing so may negate the application either in part or totally.

Proof of Applicant's ownership of the subject facility or facilities, or proof that the owner of such facility has approved the application for such grant funds, and current tax receipt(s) shall be required.

The owner of a business to be operated within a leased facility and the owner of such leased facility must apply jointly for the Business Improvement Grant program. Copies of a lease agreement, proof of ownership of the leased facility, and current tax receipt(s) shall be required.

Eligible project items include installation of internal and external permanent fixtures, asbestos removal, accessibility improvements for ADA compliance, and façade improvements (address side only). A permanent fixture is defined as anything that will be staying with the site when a business vacates the site.

Painting structures is eligible for storefront side of building. Publicly accessible wall murals will also be considered, as they potentially attract visitors. Landscaping (but not labor costs) will be considered on a limited basis.

An Applicant cannot apply for more than one (1) incentive consideration per site. A new owner of a site that has previously received an award may apply; however, improvements funded under a previous application will be taken into consideration.

Receiving a grant award for a project does not circumvent the permitting process. The Applicant shall be responsible for obtaining all applicable permits related to the approved application and must comply with all current City ordinances.

Properties with active Code Enforcement violations will be prohibited from participation unless the proposed application will satisfy the violations, and building occupancy is expected upon the conclusion of the project.

Recipients should have projects completed within the agreed upon scope of the incentive unless otherwise stipulated in the incentive agreement. Failure to complete the improvements within the required time may render the Applicant ineligible to receive funding. An Applicant may apply for one extension of up to six (6) months if needed.

The incentives provided under this policy are granted utilizing Chapter 380 of the Texas Local Government Code. It is the policy of the City of Alvin to customize the provisions of economic development incentives on a case-by-case basis to result in a “win/win” agreement for the Applicant and for the City of Alvin taxpayers. This individualized design of a total incentive package is intended to allow maximum flexibility in addressing the unique concerns of each Applicant while enabling the City to better respond to the changing needs of the community. The City Council reserves the right to make exceptions to this policy as deemed necessary. Furthermore, the City reserves the right to terminate any and all incentive agreements at any time. All incentives are subject to availability of funding. Nothing herein shall imply or suggest a guarantee of approval of any incentive request. Questions or concerns about qualified costs under this program should be directed to the Economic Development Director prior to submittal.

CITY OF ALVIN, TEXAS, PROCEDURES FOR THE CONSIDERATION OF ECONOMIC DEVELOPMENT PROJECTS WITHIN THE CITY

PURPOSE OF PROCEDURES

The City of Alvin (the “City”) will consider the use of economic development incentives to promote new development and redevelopment where it can be demonstrated that an increase in property value, employment, and sales tax can be reasonably expected and that the overall quality of life of the people who either live or work in the City can be improved. The following procedures are applicable to any proposed project within the City limits. Any projects outside of the City limits will be considered on a case-by-case basis.

For those proposed developments that meet the goals and criteria of the City, the City is willing to consider any applicable economic development tools authorized for use by cities in Texas. This policy does not supersede existing agreements currently under development, projects for which construction has begun, projects previously constructed, or projects requesting the use of tax abatements pursuant to Chapter 312 of the Texas Tax Code as an economic development incentive.

The purpose of establishing these procedures is to establish a common understanding and consistent approach to guide developers, business prospects, the City, and the general public through a standardized process for the review of economic development proposals requested in the City. Note that the City is not required to approve any incentive for any redevelopment.

The goals of these procedures are twofold:

1. Provide a clear and consistent process for the consideration of economic development projects.
2. Promote projects that encourage the realization of important City objectives including any of the following:
 - a. improvement of the City’s infrastructure;
 - b. increase in tax revenue;
 - c. ensuring high-quality and well-planned developments;
 - d. job creation; and
 - e. improvement of the quality of life in the City.

HOW TO APPLY

To be considered for a business incentive, an Applicant will need to submit a formal proposal outlining their project and incentive request. The proposal will need to be on company letterhead and include the following details:

1. project description;
2. project budget;
3. a copy of business financials for the past 24 months;
4. public infrastructure requirements;
5. projection of increased assessed value;
6. projection of increased employment;
7. projection of sales taxes (if applicable);
8. economic development incentive requested; and
9. any changes or variances requested to City ordinances (if applicable).

Hardcopy and/or electronic copies of the proposal will be accepted.

IMPORTANT: Projects that have already started construction / build-out may be disqualified from receiving incentives from the City. Please make every effort to get your incentive request to the Economic Development Director as soon as possible to avoid disqualification.

EVALUATION PROCEDURES

Each proposal for the consideration of economic development projects will be reviewed by the following procedures:

1. Prior to the submission of any proposal, the Applicant is required to request a pre-development meeting (PDM) with the City. The purpose of the PDM is to address questions regarding the proposal, the review process, and provide a general understanding of whether there is a reasonable expectation of City support for the project going forward.
2. The Applicant will then submit a proposal for incentive consideration to the Economic Development Director who will conduct an evaluation to determine whether additional information is required.
3. Once all information is submitted, the Economic Development Advisory Committee (EDAC) will convene to review the proposal and make recommendations to City staff. It is advised that the Applicant be present to answer questions.
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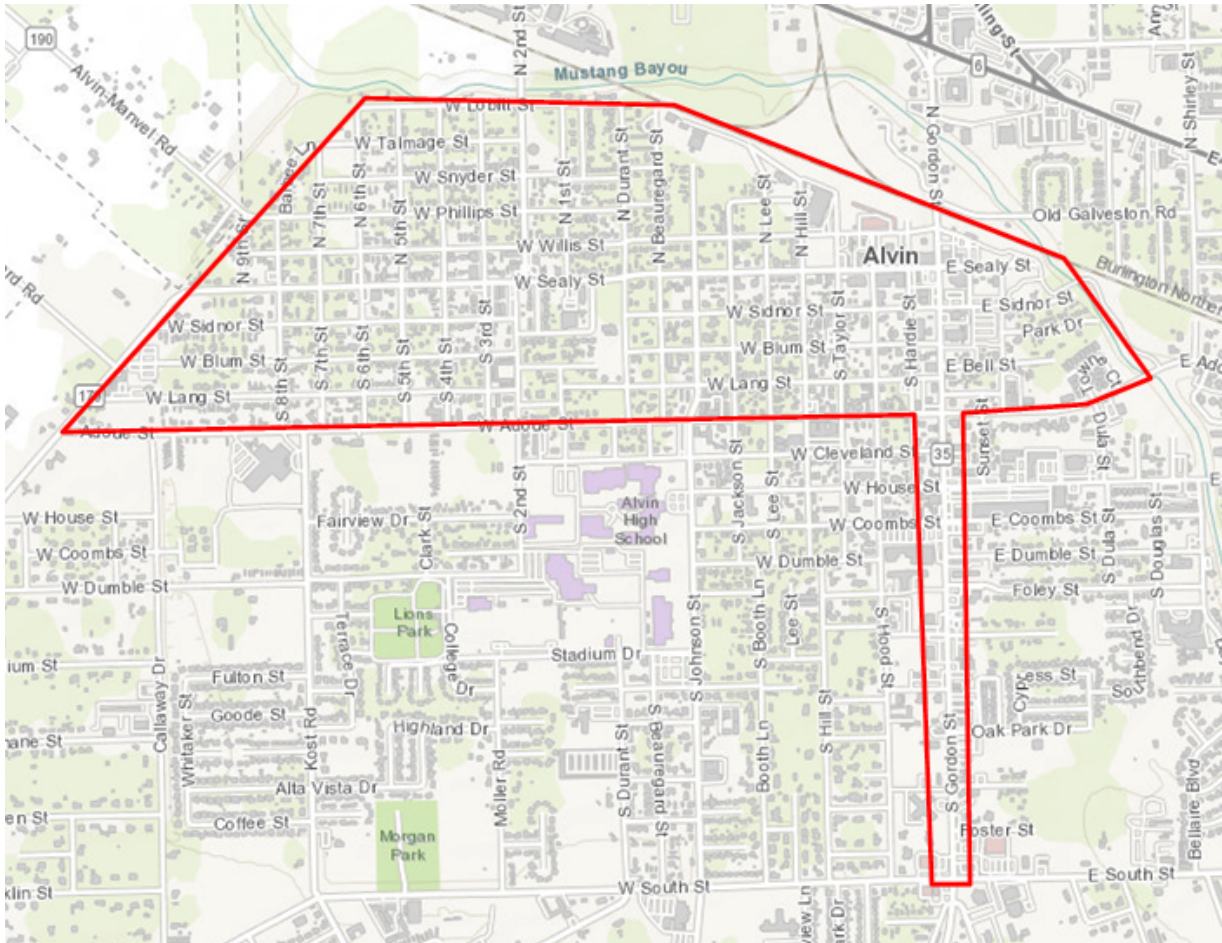
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AGENDA COMMENTARY

Meeting Date: 12/4/2025

Department: City Secretary

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

Agenda Item: Consider various appointments to boards and commissions.

Type of Item: Action Item

Summary: Board and Commission interviews were held on November 13, 2025, for applicants wanting to re-serve and for new board and commission applicants.

Various members who currently serve on various boards, committees and commissions are set to expire on December 31, 2025.

All board or commission members with expiring terms were mailed notification letters along with an Application to Reserve on a Board/Commission. Volunteer recruitment ads were published in the Alvin Sun, and notifications were pushed out via the City's social media networks and website. Appointments to the various boards/commissions are set to be made annually at the first City Council meeting held in December. Members appointed during this process will begin service in January 2026. All residency requirements have been verified. A **(P)** next to the applicant's name below indicates that they were present for the board and commission interview. An asteric * indicates they completed the Alvin Upfront Citizens Academy.

Current Status of Boards / Commissions (easy to read summary spreadsheet attached)

PLANNING COMMISSION:The City Charter requires the Planning Commission to consist of seven (7) members, all of whom must be residents and qualified voters of the City of Alvin. Members may serve no more than three (3) consecutive three-year terms.

Termed Members:

- Abrin Brooks, Adam Arendell, Scott Loy (P), *Jason Jones (P), Clenon Mitchell Jr., and Samuel Washington.
- All termed members submitted an application to continue serving except Mr. Mitchell, who tendered his resignation.
- All have served 1 term, except for Adam Arendell, who filled an unexpired term in 2025.

New Applicants:

*Eric Dierdorff (P), Jeremy Dwyer, Jose Flores, Brenda Garcia (P), Bryan Hinshaw, *Maria Lozano (P), *Dinah Palmer (P), *John Stone (P), Donna Wickes (P),

Vacancies / Appointments Needed:

- 1 vacancy created by Mr. Mitchell's resignation
- 5 termed positions requiring reappointment or replacement

Total Appointments Needed: 6

Action Requested:

City Council is asked to appoint 6 individuals— 5 to fill the termed positions and 1 to fill the vacancy created by Mr. Mitchell's resignation—in order to maintain the required 7-member Planning Commission.

PARKS AND RECREATION BOARD: City Ordinance requires the Parks Board to consist of seven (7) members, all of whom must be residents and qualified voters of the City of Alvin. Members may serve no more than three (3) consecutive two-year terms.

The Board is currently composed of 7 members, including those who have termed.

Termed Members:

Jamie Van Horne (P), Milton Morgan, Robyn Moore (P), and *Caiden Anderson. All have served 1 term.

- Mr. Van Horne no longer wishes to continue serving on the Parks Board.
- Mr. Anderson resigned due to no longer residing within the City.
- All other termed members submitted an application to continue serving and have served 1 term.

New Applicants:

Alexis Crocker, Jeremy Dwyer, Moniqueka Edwards, Jose Flores, Brenda Garcia (P), Gloria Gonzalez (P), Michelle Graham, Bryan Hinshaw, *Rosalinda Izguerra (P), *Scarlett Klein (P), *Maria Lozano (P), *Sara Ortiz (P), Marissa Salazar (P), *John Stone (P), Donna Wickes (P), Brandi Wyatt (P), and Robert Zuniga.

Vacancies / Appointments Needed:

- 2 vacancies (Mr. Van Horne and Mr. Anderson)
- 2 termed positions requiring reappointment or replacement

Total Appointments Needed: 4

Action Requested:

City Council is asked to appoint 4 individuals—2 to fill the termed positions and 2 to fill the vacancies created by Mr. Van Horne and Mr. Anderson—in order to maintain the required 7-member Parks Board.

SENIOR CITIZENS BOARD: City Ordinance requires the Senior Citizens Board to consist of 7 members. Members may serve no more than 3 consecutive 2-year terms. There are no minimum requirements to serve on this board.

The Board is currently composed of 7 members, including those who have termed.

Termed Members:

Jancy Altus (P), Michael Green (P), Thomas Hockin (P), and Deborah Williams (P). All termed members submitted an application to continue serving and have served for 1 term.

New Applicants:

*Alexandra Craig, Jose Flores, Gloria Gonzalez (P), *Sara Ortiz (P), *Elva Short, Donna Wickes (P), and Brandi Wyatt (P).

Vacancies / Appointments Needed:

- 0 vacancies
- 4 termed positions requiring reappointment or replacement

Total Appointments Needed: 4

Action Requested:

City Council is asked to appoint 4 individuals to fill the termed positions on the Senior Citizens Board, maintaining the required 7-member board.

LIBRARY BOARD: City Ordinance requires the Library Board to consist of at least 5 and no more than 7 members who serve 3-year terms. At least 5 members must reside within the City limits. Up to 2 members may be appointed from the Alvin area in Brazoria County, provided they have lived in that area for at least 1 year prior to appointment. There are no other requirements to serve on this board.

The Board is currently composed of 5 members, including those who have termed.

Termed Members: Jason Jones — does not wish to continue serving.

New Applicants:

*Alexandra Craig, Alexia Crocker, Jose Flores, Brenda Garcia (P), *Jordan Jones (P), Scarlett Klein (P), Maria Lozano (P), Donna Martin, and Jennifer Marvel (P).

Vacancies / Appointments Needed:

- 1 vacancy that must be filled to maintain the minimum of 5 members
- Up to 2 additional appointments may be made to reach the maximum of 7 members

Total Appointments Possible: 1–3

Action Requested:

City Council is asked to appoint at least 1 individual to maintain the required 5-member minimum. Because this Board has historically had difficulty maintaining a quorum, City Council may want to consider appointing up to 2 additional members (for a total Board size of 6 or 7) to improve attendance and continuity.

BUILDING BOARD OF ADJUSTMENTS AND APPEALS: City Ordinance (2024 International Building Code) requires the Building Board of Adjustments and Appeals to consist of 5 members who serve 5-year terms.

The Board is currently composed of 5 members, including those who have termed.

Termed Members:

- James Thompson and Betsy Grubbs.
- No reserve application was received from Ms. Grubbs
- Mr. Thompson no longer wishes to continue serving.

New Applicants:

*Eric Dierdorff (P), Jeremy Dwyer, Jose Flores, Brenda Garcia (P), Bryan Hinshaw, and Donna Wickes (P).

Vacancies / Appointments Needed:

- 2 vacancies

Total Appointments Needed: 2

Action Requested:

City Council is asked to appoint 2 individuals to fill the vacancies and maintain the required 5-member Building Board of Adjustments and Appeals.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE: Resolution 24-R-26 established the Economic Development Advisory Committee, consisting of 7 members represented as follows:

- 4 Resident/Businessperson positions
- 1 City Council member
- 1 Alvin-Manvel Chamber President
- 1 Alvin Community College (ACC) Board or Staff member
- Members serve staggered 2-year terms.

The Committee is currently composed of 7 members, including those who have termed.

Termed Members:

Seth Carrasco (P) and Jamie Van Horne (P). Both have submitted applications to continue serving.

New Applicants:

*Eric Dierdorff (P), Jeremy Dwyer, Jose Flores, Brenda Garcia (P), *Maria Lozano (P), *Dinah Palmer (P), and *John Stone (P).

Vacancies / Appointments Needed:

- 0 vacancies
- 2 termed positions requiring reappointment or replacement

Total Appointments Needed: 2

Action Requested:

City Council is asked to appoint 2 individuals to fill the termed positions and maintain the required 7-member Economic Development Advisory Committee.

ANIMAL SHELTER ADVISORY BOARD: Resolution 00-R-23 established the Animal Shelter Advisory Board, consisting of 6 members represented as follows:

- 1 City Official
- 1 Day-to-Day Shelter Employee
- 1 Animal Welfare Organization representative
- 1 Veterinarian
- 2 Citizens

The Board is currently composed of 6 members, including those who have termed.

Termed Members:

- Caiden Anderson and Jennifer Hendricks (P).
- Mr. Anderson resigned due to no longer residing within the City.
- Ms. Hendricks submitted an application to continue serving in the Animal Welfare Organization position.

New Applicants:

Vicki Cleland, *Alexandra Craig, Nancy Ewing (P), Bridget Watson, and Brandi Wyatt (P).

Vacancies / Appointments Needed:

- 1 vacancy due to Mr. Anderson's resignation
- 2 additional vacancies resulting from staffing changes (see note below)

Total Appointments Needed: 3

Action Requested:

City Council is asked to appoint 1 termed member for reappointment and 3 new members to fill the vacancies, maintaining the required 6-member Animal Shelter Advisory Board.

In addition, City Council is asked to formally appoint:

- Keith Villaloboz to the City Official position as the new Shelter Manager
- Brittany Moore, Humane Officer, to the Day-to-Day Shelter Employee position previously held by Mr. Villaloboz

TIRZ 1 BOARD: The TIRZ 1 Ordinance establishes an 11-member board. Of these:

- 8 members are appointed by the City Council (Positions 1–8)
- This Board has not yet held its first meeting as of today's date.

The Board is currently composed of 8 members, including those who have reached their term limits ("termed" members).

Termed Members:

- Larry Davidson, Kurt Overby, Alex Turpin, and Jamie Van Horne (P).
- Mr. Davidson no longer wishes to serve
- No reserve application was received from Ms. Turpin.

- Reserve applications were submitted by Mr. Overby and Mr. Van Horne (P).

New Applicants:

Jose Flores, *Jason Jones (P), Jennifer Marvel (P), *Dinah Palmer (P), and Donna Wickes (P).

Vacancies / Appointments Needed:

- 2 vacancies (Mr. Davidson and Ms. Turpin)

Total Appointments Needed: 2

Action Requested:

City Council is asked to appoint 2 individuals to fill the vacancies on the TIRZ 1 Board (City-appointed Positions 1–8). These appointments will also be made by a separate resolution, scheduled for presentation at the December 18 meeting.

TIRZ 2 BOARD: The TIRZ 2 Ordinance establishes a 12-member board. Of these, 8 members are appointed by the City Council (Positions 1–8) Appointments to the TIRZ 2 Board will also be made by a separate resolution. The Board is currently composed of 9 members, including those who have termed.

Termed Members:

- Lindsay Vaughn, Randi Miller, and Ricky Kubeczka (P).
- A reserve application was received only from Mr. Kubeczka (P).

New Applicants:

Jose Flores and Donna Wickes (P).

Vacancies / Appointments Needed:

- 2 vacancies

Total Appointments Needed: 2

Action Requested:

City Council is asked to appoint 2 individuals to fill the vacancies on the TIRZ 2 Board (City-appointed Positions 1–8). These appointments will also be made by a separate resolution on December 18, 2025.

CHARTER REVIEW:

The Alvin City Charter states that the city council shall appoint a Charter Review Commission consisting of seven (7) citizens of the city every four (4) years in **June**, but not earlier than two (2) years. The last Charter Review Commission was appointed in 2023 and submitted an official Report to the City Council which then authorized the placement of 36 propositions on the ballot for the May 4, 2024, Special Election held.

INACTIVE BOARD:

BOARD OF ETHICS AND COMPLIANCE: The [Charter](#) requires 5 members who are residents, 2 appointed by the Mayor and 3 appointed by Council, all serving staggered 2-year terms. Council may also appoint 2 alternates who shall serve in the absence of a board member. An overview of the

Board from Chapter 2 of the Code of Ordinances has been included in your packet.

- Board is currently inactive.
- Current Applicants: Jeremy Dwyer, Jose Flores, Brenda Garcia (P), Gloria Gonzalez (P), Jennifer Marvel (P) and *Elva Short.

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. Vacancies
 2. Interview Notes
 3. Applicant Info
 4. Sign-In Sheet from 11/13/25 Interviews
 5. Board of Ethics
-

Recommendation:

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: __

2025 Board & Commission Appointments

Planning		Parks		Seniors		Library		BBOAA		Economic Development Advisory Committee		Animal		Kendall Lakes TIRZ 2 Board Place 1, 3, 9		TIRZ 1 - Preservation Creek	
Chair	Abrin Brooks <i>R</i>	Position 1		Position 1	John Burkey	Position 1	Sandra Curtner	Place 1	Santos Garza	Resident/Businessperson	Sam Washington	City Official		Place 1		Place 1	Paul Horn
Place 2	Seth Carrasco	Position 2	Jerry Persefield	Position 2	Ron Shepherd	Position 2		Place 2	Jerry Persefield	Resident/Businessperson	Seth Carrasco <i>R</i>	Day to Day		Place 2	Armando Cespedes	Place 2	
Place 3	Adam Arendell <i>R</i>	Position 3	Justin Gatlin	Position 3	Katherine Ansley	Position 3	Laura Parker	Place 3	Jared Kelly	Resident/Businessperson	Keisha Heck	Animal Welfare Org.	Jennifer Hendricks <i>R</i>	Place 3		Place 3	Holland DeKeyzer
Place 4	Scott Loy <i>R</i>	Position 4	Ian McKee	Position 4	Jancy Altus <i>R</i>	Position 4	Monica Salter	Place 4		Resident/Businessperson	Jamie Van Horne <i>R</i>	Veterinarian	Dr. Keri Galvin	Place 4	Paul Horn	Place 4	Kurt Overby <i>R</i>
Place 5	Jason Jones <i>R</i>	Position 5	Milton Morgan <i>R</i>	Position 5	Thomas Hockin <i>R</i>	Position 5	Denise Stanaland	Place 5		Council member	Meagan DeKeyzer	Citizen		Place 5	Mark Nokelby	Place 5	Monio Mark
Place 6	Sam Washington <i>R</i>	Position 6	Robyn Moore <i>R</i>	Position 6	Michael Green <i>R</i>					Chamber member	Cary Perrin	Citizen	Sandra Curtner	Place 6	Holland DeKeyzer	Place 6	
Place 7		Position 7		Position 7	Deborah Williams <i>R</i>					ACC member	Stacy Ebert			Place 8	Emily Wicks	Place 7	Taylor LeBlanc
														Place 9	Ricky Kubezka <i>R</i>	Place 8	Jamie Van Horne <i>R</i>

= Vacancy *R* = Reserve Applicant

= Applied to Reserve

2025 Board/Commission Interview NOTES



Name	Boards applying for	Present for Interview	Re-Serve	New Applicant	Interview Notes
Altus, Jancy	Seniors	Y	Y		Likes to know what's going on-- currently serving on Seniors Board; Seniors comfortable talking w/ her.
Arendell, Adam	Planning	No, email sent	Y		
Brooks, Abrin	Planning	No, email sent	Y		Abrin sends her regrets and is unable to attend as they are at the hospital for the arrival of their new baby.
Cleland, Vicki	Animal	N		Y	[counselor at Alvin HS] Daughter, Brandi Wyatt (also an applicant) present. (Vicki at home babysitting Brandi's son).
*Craig, Alexandra	Animal, Library, Seniors	No, email sent		Y	Unable to attend due to a prior scheduled meeting.
Carrasco, Seth	EDAC	Y	Y		Has new ideas -ie. Train to Galveston from train Depot. People person who wants to continue serving and seeking new opportunities for Alvin. SES Trucking, CNW Construction, NAC Construction Group, DS Matts Pipeline.
Crocker, Alexis	Library, Parks	N		Y	
*Dierdoff, Eric	1. EDAC, 2. Planning, 3. BBOAA	Y		Y	Resident for 5 years in Alvin. Fire Department for 15 years. Operations Director for local towing company (grew co from 4 to100). Seeks to bring more and outside resources to Alvin.
Dwyer, Jeremy	BBOAA, Ethics, Parks, Planning, EDAC	N		Y	
Edwards, Moniqueka	Parks	N		Y	
Ewing, Nancy	Animal	Y		Y	Supports fostering of and End of care for animals. Currently doing consulting work with a flexible schedule. Been in Alvin for 4 years. As an animal lover, advocate, living on the edge of town, sadly often sees animals dumped.
Flores, Jose	BBOAA, Ethics, Library, Parks, Planning, Seniors, Charter, EDAC, TIRZ #1, TIRZ Kendall Lakes	N		Y	
Garcia, Brenda	1. EDAC, BBOAA, Ethics, Library, Parks, Planning	Y		Y	Has served on Advisory Committee for Amoco. Volunteers for Communities in Schools and in training to be a CASA Advocate Volunteer. Is a current YET Mentor through AISD. Works in software development in the oil/gas industry with a Masters degree in Finance. Can participate in evenings as she works full time. Willing to serve anywhere.
Gonzalez, Gloria	Ethics, Library, Parks, Seniors	Y		Y	Rather serve on Ethics or Seniors only. Has been in Alvin 36 years and hasn't served.
Graham, Michelle	Parks, Charter	No, email sent		Y	Unable to attend, as she has a previously scheduled work trip and will be traveling
Green, Michael	Seniors	Y	Y		Was in Law Enforcement for 25 years. He is thankful for the Senior Center and wants to continue serving!

2025 Board/Commission Interview NOTES



Name	Boards applying for	Present for Interview	Re-Serve	New Applicant	Interview Notes
Hendricks, Jennifer	Animal	Y	Y		Only board - Reserving. Works for Jenni's Rescue.; Get Stitched; Braz 1327; dogs/catch.
Hinshaw, Bryan	BBOAA, Parks, Planning	N		Y	
Hockin, Thomas	Seniors	Y	Y		Enjoys the interaction. Is involved in serval activities and projects. He feels a meaningful sense of contribution through his involvement.
Izguerra, Rosalinda	Parks	Y		Y	She and her six children are Recreation Center members and value its disability-inclusive and arts programs. A former volleyball coach and now an English professor at ACC, she is enthusiastic and has ideas for volleyball courts, a spring program, and additional activities.
*Jones, Jason	Planning, Charter, EDAC, TIRZ#1, Civil Service	Y	Y	Y	Note: Jason wishes to continue on Planning, BUT NOT on Library Board. Will serve anywhere needed (including Charter).
*Jones, Jordan	Library	Y		Y	2025 Graduate of Citizens Academy. Resident of Alvin for 1 year (not in city limits). Willing to serve wherever needed. Loved EDAC presentation. Works remotely. Reads agendas from past meetings and is an IT professional. See Applicant Info notes.
*Klein, Scarlett	Parks	Y		Y	Lifelong Alvin resident and a language arts educator who is also a disc jockey for 106.9 The Eagle on weekends. Would also be willing to serve on Library or EDAC. Interested in creating low-cost programs and opportunities for families within the community.
Kubeczka, Ricky	Kendall Lakes TIRZ	Y	Y		73-year resident of Alvin. Has served on TIRZ for 19 years.
Loy, Scott	Planning	Y	Y		He values the opportunity to help shape Alvin's future development. Is in favor of Zoning.
*Lozano, Maria	1. EDAC, 2. Parks, Library, Planning	Y		Y	Previously worked for INEOS. Knows many small business owners. Hopes to help develop more seasons of sports/activities at the Rec Cntr. Will serve wherever there is a need.
Martin, Donna	Library	Y		Y	First time to volunteer. 7-yr Reading-Resource teacher with AISD. Alvin resident for 5 years.
Marvel, Jennifer	Ethics, Library, TIRZ#1	Y		Y	(Library Board). Hobby is reading. Has a Masters in Fine Arts. 36-year Alvin Resident. Willing to serve wherever. Works in clinical research. Also a Guiding Our Life Volunteer.
Moore, Robyn	Parks	Y	Y		Enjoys contributing to projects and collaborating with KAB.
Morgan, Milton	Parks	No, email sent	Y		Milton started a new job, will be training in Ft Worth and unable to attend interview.
*Ortiz, Sara	Parks, Seniors	Y		Y	24-year Alvin resident. Works and volunteers with her church. Willing to serve on either board applied for. A recent graduate of the 2025 Citizens Academy.
Overby, Kurt	TIRZ 1	No, email sent	Y		Kurt will be traveling out of town and is unable to attend interview. TIRZ 1 has not met yet.

2025 Board/Commission Interview NOTES



Name	Boards applying for	Present for Interview	Re-Serve	New Applicant	Interview Notes
*Palmer, Dinah (Langston)	1. Planning, 2. EDAC, TIRZ #1	Y		Y	Wants to help and be involved. She is a mediator; Dispute Resolution Center. Looks forward to participating and serving. Member of the Texas Association of Realtors Board. Has a legal studies degree.
Salazar, Marissa	Parks	Y		Y	Her husband (Julio Salazar) just completed the 2025 Citizens Academy. She works on marketing and social media. Schedule is flexible. She volunteers as a YET mentor and Campus Life at Alvin HS. 4-yr resident of Alvin. Is willing to serve wherever needed.
Short, Elva	EDAC, Seniors, Ethics	N		Y	
*Stone, John	1. Parks, 2. EDAC, 3. Planning	Y		Y	10+ years as Rotary member. Volunteers with Meals on Wheels. 35-yr Alvin resident. Football Referee for 10 yrs. Scouting experience; still active as a Camp Director. Retired from BP & HVAC company. Loves to scuba dive and other sports. Willing to serve where needed.
Van Horne, Jamie	1. EDAC, 2. TIRZ 1	Y	Y		<i>Note: TIRZ 1 has not met.</i> Works in Banking and Commercial Development. Lifetime Alvin resident. Willing to serve wherever needed.
Washington, Sam	Planning	No, email sent	Y		Sam is unable to attend the interview as he is out of town.
Watson, Bridget	Animal	N	N	Y	Emails notifying of interview went to her spam folder. Plans to attend 12/4 Council meeting with Shelter Manager Villaloboz.
Wickes, Donna	1. Planning, 2. TIRZ Kendall Lakes , 3. BBOAA, Parks, Planning, Seniors, TIRZ#1	Y		Y	Volunteers with Homeless Groups, food banks and Seniors. Public Housing experience working for HUD (23k multi-family properties, "Urban Planner."). 11-yr resident of TX, little over a year living in Alvin, which she loves and sees as a growing city. She is cautious of Zoning. Willing to serve wherever needed.
Williams, Deborah	Seniors	Y	Y		2nd term; enjoys the Senior Board. States there are things to be done at the Senior Center. Has participated in activities at the Senior Center since 2013. Hopes to serve the community and advocate for board to members.
Wyatt, Brandi	1. Seniors, 2. Animal, 3. Parks	Y		Y	Participates in Cub Scouting. Is a foster parent, Probation Officer and Executive Director of Laurel Court nursing home. Has a Masters in Criminal Justice and Bachelors in Sociology. Wants to be involved and focused on financial resources for seniors, senior care and housing.
Zuniga, Robert	Parks	No, email sent		Y	Robert has prior engagements that require his attendance

* = Alvin Upfront Citizens Academy

TIRZ Board Applicants noted in this color

Updated 11/19/2025

2025 Board/Commission APPLICANT INFORMATION for Interview



Name	Boards applying for	Reserving	# Years on Board	New Applicant	Interview Notes
Altus, Jancy	Seniors	Y	6		Member of several organizations in Alvin area. I am aware of their wants and needs and try to make it happen.
Arendell, Adam	Planning	Y	1		Enjoy it. Ex City Council and contractor, I feel I can help with insight.
Brooks, Abrin	Planning	Y	6		I enjoy helping form the future of the City of Alvin.
Cleland, Vicki	Animal			Y	I have always been interested in animals ... the cats at the high school, bringing food and money and blankets to the shelter. Salvation Army board in Bay City.
*Craig, Alexandra	Animal, Library, Seniors			Y	I was raised in Friendswood and never actually felt at home there as I do here in Alvin. I'd love to help my city out, in any possible way I can. I have pretty much no life outside of work and home. I live 10 minutes from work and can be at any meetings I need to be within 10-15 minutes after receiving call/text. was teetering on the edge of getting involved in someway with our city, and after my first meeting at the Citizens Academy, I finally took the plunge and decided to sign up. My family has always been involved in "politics" in some way, shape, or form for my entire life and I feel that it's my turn to help and get involved. Sheriff Trocheset re/election campaigns. Citizens Academy 2025 Love for animals (3 dogs of my own, one a retired service animal); life long pet owner, really since I was born we've had animals. Taken a few classes at ACC, but don't look my transcript, it's terrible. Pharmacy Technician certificate (expired but working to renew). Live in the Deer Trails Subdivision for 5 years (since 2020), and in Galveston County Alvin (2015-2020) My parents have owned chickens, mini horses, dogs all my life, and I had a pet pig, as well as snakes, breaded dragons, spiders, birds, cats, all rodent types, basically anything you can imagine. No kids as of right now, but a husband.
Carrasco, Seth	EDAC	Y	6 mo		I believe I didn't get a full term to serve, and hope to continue serving on the board.
Crocker, Alexis	Library, Parks			Y	I am looking for ways to get involved and help my community. As an English teacher, I would love to be on the library board. Literacy is close to my heart, and more people should know about the wonderful things a library offers. I am well versed in the current laws effecting our schools and the challenges that public libraries have faced. I'd also be interested in being on the parks and rec board, as I love the Alvin facilities and use them often. I admire all of the community events and would love to help plan, coordinate, and spread the word. Teaching, coaching, attending local Alvin events at rec center, library, or parks.
*Dierdoff, Eric	BBOAA, Planning, EDAC			Y	I am interested in the development of Alvin and the path that are city is growing and would like to be apart of the behind the scenes development. I have experience in financial decisions at the company I am at as well as starting and operating additional yards we open. Currently attending the Alvin Citizens Academy class.
Dwyer, Jeremy	BBOAA, Ethics, Parks, Planning, EDAC			Y	I have been in emergency services since 2014. I have a lot of emergency management Certs, heavy equipment experience, dirt and land work experience and supervisor experience. Feel free to put me where 11 would be useful. I was on the Galveston County cert team for a while and moved into emergency management. All of which was volunteer. I currently holding an emergency management positions for the city Of Liverpool, which is all volunteer as well.
Edwards, Moniqueka	Parks			Y	I purchased my very first home here in Alvin ?months ago and I fell in love with the city! I moved to Texas 13 years ago from a small parish in Natchitoches, Louisiana. I would love to get involved and help my community as Alvin, Texas is my new home. I love the outdoors, mow my own lawn, and regularly take my son to the park. Being involved in taking care of the park and recs in my community would be an honor and a pleasure. When I was 15 I volunteered at the Kate Chopin house in Cloutierville, Louisiana. Keller Williams Clear Lake Red Day
Ewing, Nancy	Animal			Y	See application.
Flores, Jose	BBOAA, Ethics, Library, Parks, Planning, Seniors, Charter, EDAC, TIRZ #1, TIRZ Kendall Lakes			Y	Serving the community, keeping Alvin safe, and helping. Current peace officer/ public servant, current board director for the HPOU. FEMA and emergency management training, data administration, and vendor liaison with HPD. City of Houston Office of Emergency Management. Houston Police Department.
Garcia, Brenda	BBOAA, Ethics, Library, Parks, Planning, EDAC			Y	Alvin is my home and where I'm raising my son I want to be involved in my community and be able to give back Currently a grow mentor for children thru communities in schools. I am also part of the advisory committee for Amoco credit union
Gonzalez, Gloria	Ethics, Library, Parks, Seniors			Y	NA
Graham, Michelle	Parks, Charter			Y	I worked on local government for over 21 years before transitioning to a role as a consultant. Even in my current role, my clients are all local government. I have a Masters degree in Therapeutic Recreation. My tenure in local government consisted of serving in multiple roles in Parks and Recreation as well as Human Resources. I have volunteered with local non-profits for many years including therapeutic riding programs and youth mentoring.
Green, Michael	Seniors	Y	2		I want to continue to contribute to the enhancement of the lives of our Senior Citizens by serving on the board to the Senior Center.
Hendricks, Jennifer	Animal	Y	3		I care about the animals in Alvin and Brazoria County.

2025 Board/Commission APPLICANT INFORMATION for Interview



Name	Boards applying for	Reserving	# Years on Board	New Applicant	Interview Notes
Hinshaw, Bryan	BBOAA, Parks, Planning			Y	I have over 25 years experience in facilities. I have recently taken a week long course in code enforcement from TEEX. I have a certificate from OSU for commercial electricity 1, 2, and 3. I held a class C water and Class D waste water in Oklahoma. I have always believed in giving back and serving those in the community. Depew Oklahoma Fair Board, two (3year) term Executive Secretary for Stroud Assembly of God, and participated in the community ministerial alliance, and as Director of Maintenance at the Sac and Fox Nation of Indians, I orchestrated community clean up and Annual Pow Wow and rodeo.
Hockin, Thomas	Seniors	Y	2		A board member for 2 years. Instrumental in securing new chairs for the Senior Center. Treasurer for bingo and main liaison between the board and actions. Worked closely with Marla Grigsby and John Burkey on the porte cochere project and rearranging parking on the east end. Help out occasionally at the museum and festivals. At the Hispanic Heritage Festival = helped with setting up car show, sang the National Anthem, emptied trash receptacles.
Izguerra, Rosalinda	Parks			Y	I would like to be on the Alvin Parks and Rec board because my 6 kids and I all attend classes and use facilities there. I would like to volunteer for the board to share my thoughts and opinions on the facility.
*Jones, Jason	Planning, Charter, EDAC, TIRZ#1, Civil Service	Y	3	Y	I have been active with boards and commissions before and closely follow the working of local government Served in leadership of local Masonic lodge, sunrise rotary, and Alvin museum society.
*Jones, Jordan	Library			Y	I participated in this year's Upfront Citizens Academy and had a great time and wanted to serve my community further. I don't have much experience specifically with libraries but do think my experience with computer systems over the last 8 years in the information technology field could be applicable. Overall I really wanted to be a part of the city even though I'm outside city limits for many of the other boards and commissions. Furthering education for both children and adults is super important and I would love to support the library by serving.
*Klein, Scarlett	Parks			Y	I have lived in Alvin my entire life, except for the four years I was attending The University of Texas at Austin. I regularly utilize the parks and recreation amenities in Alvin and am interested in serving on this board as way to help support the community and services that I use. I am a fifth grade reading and social studies teacher, as well as a disc jockey for the radio station Houston's Eagle (107.5/106.9). I have a background in both education and media, and a strong desire to serve the community in which I live. I have recently completed the Alvin Upfront Citizen's Academy and attended all classes. I volunteer weekly as a tutor and homework helper at the foster home Kidz Harbor in Liverpool.
Kubeczka, Ricky	TIRZ	Y	9+		Giving back to the community.
Loy, Scott	Planning	Y	4		I enjoy serving the community through the planning commission and believe we have a positive impact on the future developments.
*Lozano, Maria	Library, Parks, Planning, EDAC			Y	I am interested in helping my community by representing my neighbors on a board. I have lived in Alvin for almost 20 years and plan to raise my family here. I am interested in sustaining the small town feel along with incorporating necessary growth to our community. Citizens Academy 2025.
Martin, Donna	Library			Y	I am a mother and educator that has always frequented the libraries in Brazoria County. I have seen the benefits of the library within the community and the difference it makes in the lives of children.
Marvel, Jennifer	Ethics, Library, TIRZ#1			Y	I'm passionate about contributing to Alvin's growth and would like to learn more about how community development works. I bring strong teamwork, organization skills, reliability, and a willingness to learn to the role. Currently involved with Guiding Our Youth.
Moore, Robyn	Parks	Y	2		I've enjoyed the last two years I've served. I want to continue contributing to on-going and future projects. I also value the opportunity to collaborate with other board members and community partners.
Morgan, Milton	Parks	Y	9		Continue to make Alvin Parks grow and a place for the community to have nice recreation facilities.
*Ortiz, Sara	Parks, Seniors			Y	I recently found interest in serving on the Board of Commissions after participating in the Alvin Upfront Citizens Academy. I would like to be a part of and contribute to the community's growth and success. In terms of qualifications, I bring 15+ years of experience in finance and marketing, where I have honed skills in leadership, decision-making, and collaboration. This would be a great opportunity to stay involved after I complete the Upfront Citizens Academy.
Overby, Kurt	TIRZ 1	Y	10 mo		I have been a police officer for 30 years, I have raised both of my daughters in Alvin ISD, I am within 5 years of retirement and want to become more. Active in my community through the city boards and committees. I currently am a helicopter pilot with the Houston Police Department. I have a 20 year old daughter attending LSU and my 16 year old daughter is a Sophomore at Alvin HS and is an active member of the Jacketeer Drill Team. To be more involved in my community and continue to serve where I live as I have served the Houston Citizens for 30 years. believe that through my experience as a Law enforcement officer that I have an open mind regarding all facets of government, society and Human nature. I have a BS degree in criminal justice/police science, I promoted to Sergeant in 2007 with HPD. I am no public speaker, but can have candid conversations with all walks of life. I am active member of a local Lutheran church,
*Palmer, Dinah (Langston)	Planning, EDAC, TIRZ #1			Y	This would be my first time serving on a board.

2025 Board/Commission APPLICANT INFORMATION for Interview



Name	Boards applying for	Reserving	# Years on Board	New Applicant	Interview Notes
Salazar, Marissa	Parks			Y	I have a passion for volunteering and assisting in the community. I currently serve as a member at One Living Church with multiple outreach programs, volunteer with the YET Mentorship program, and also volunteer with Youth For Christ in Alvin High School. I would like to apply for a role on the Boards & Commissions to continue serving my community and making a difference in whichever tangible way that I can. I thank you for the opportunity to apply. Serving the local community through an outreach called Pass the Plate which serves hot meals to families that are in need. Served as a mentor for YET Mentorship programs Serving at a leader for Youth For Christ on Thursdays at Alvin High School.
Short, Elva	1. EDAC, 2.Seniors, 3. Ethics				College Retired Registrar an Director of Admissions. Familiar with following State regulations and remaining in compliance. Previous background in volunteering in various communities where we lived. Citizens Academy made me more informed about the goings and comings in my community. I was looking for a way to volunteer. I have a BBA in Marketing form TX A& I University, Masters in Adult Education, experience in serving in various positions with Women's clubs where we resided. I volunteered to serve as Leader of Academy like Sara Cruz in Kingsville TX through the Chamber of Commerce Leadership class. A different view point. For example, like EDC. I see a need for a Visitor Center run by volunteers like in communities where I have resided.
*Stone, John	Parks, Planning, EDAC			Y	Scouts USA, Alvin Rotary , member of Bayou Drive Baptist Church, Meals on Wheels
Van Horne, Jamie	TIRZ 1 (11 months)	Y	6 + yrs		NA
Washington, Sam	Planning	Y	3 yrs		I enjoy seeing the growth of Alvin and the opportunity to help improve the community through the enforcement of City ordinances.
Watson, Bridget	Animal			Y	I enjoy volunteering my time to help educate the Alvin community on spaying and neutering their pets along with teaching them to care for their pets. Volunteering at the Alvin Animal Adoption Center along with the Great Dane Rescue of Southeast TX
Wickes, Donna	BBOAA, Parks, Planning, Seniors, TIRZ#1, TIRZ Kendall Lakes			Y	I have been in government, both City, State and Federal for over 20 years. I would like to bring my leadership skills and knowledge to the City of Alvin. I purchased a new home here last year, and am committed to the City of Alvin! I am familiar with local, state and federal building codes. Worked for both the City of Amarillo TX and the City of Augusta in Augusta, Ga. for both entities, was responsible for brining the community development block grant funds to the community. Was responsible for economic development which resulted in a major homeowner rehab program and the construction of homes.
Williams, Deborah	Seniors	Y	2		I have enjoyed serving on the Senior Center Board and want to continue to support the seniors of Alvin.
Wyatt, Brandi	Parks, Seniors, Animal			Y	I would like to participate on either parks and rec or animal boards. I have a son that is in elementary and involved in many activities I'd like to see more in Alvin. I also am a pet lover and know of the city's stray cat issues. None that is why I'd like to participate. I have lived here 6 years.
Zuniga, Robert	Parks			Y	I've lived in Alvin for 4 years to current. I've seen the community grow, and my family has become active members with the Little League since. I feel I can help assist on the board for parks and recreation to better the community experience for all residents of our city. I've been an active coach/volunteer with the Alvin Little League for 3+ years. Avid outdoor enthusiast.

* = Alvin Upfront Citizens Academy

TIRZ Board Applicants noted in this color



PLEASE PRINT

SIGN-IN SHEET

November 13, 2025

City Council Board & Commission Interviews

1.	GLORIA ORTIZ GONZALEZ
2.	JANEY ALTUS
3.	Josiah Jones
4.	Ricky Kubeczka
5.	Scott Loy
6.	Donna Wickes
7.	Donna Martin
8.	Rosalinda Izguerra
9.	SARA ORTIZ
10.	Jennifer Marvel
11.	Brenda Garcia
12.	Deborah Williams
13.	Thomas Hocking
14.	Marissa Salazar
15.	Jamie Van Horne
16.	Maria Lozano "Lina"
17.	John Stone
18.	Olivia Nancy Ewing
19.	Olivia
20.	Dinah Palmer
21.	Robyn Moore
22.	Eric Dierdorff
23.	Scarlett Klein
24.	Jordan Jones
25.	SETH CANDAN CARRASCO
26.	MIKE GREEN
27.	



PLEASE PRINT

SIGN-IN SHEET

November 13, 2025

City Council Board & Commission Interviews

28.	Jennifer Hendricks
29.	Brandi Wyatt
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DIVISION 3. BOARD OF ETHICS AND COMPLIANCE

Sec. 2-116. Board of ethics and compliance created.

- (a) There is hereby created a board of ethics and compliance. The board shall consist of five (5) members. Upon creation of the board, two (2) members shall be appointed by the mayor and three (3) members shall be appointed by the council. Each member shall serve a staggered two-year term; provided, however, that upon initial creation of the board the mayor shall appoint one member to a two-year term and one member to a one-year term and the council shall appoint two (2) members to a two-year term and one member to a one-year term. Thereafter, each member shall serve a staggered two-year term.
- (b) The council may appoint two (2) alternates to the board who shall serve in the absence of a board member(s). Each alternate shall be appointed for a two-year term and shall possess the same qualifications of board members. Additionally, each alternate shall have the same powers as a board member and shall be subject to the provisions in this chapter.

(Ord. No. 95-FFFF, § 2, 12-21-95; Ord. No. 96-RRRR, § 3, 12-19-96)

Sec. 2-117. Board member qualifications.

Board members must be residents of the city at the time of appointment and while serving on the board. If a board member ceases to live within the city limits while serving on the board, his/her office shall be automatically forfeited. No member of the board shall hold elective or appointed office under the city or any other government, hold any other political party office or be a candidate for any of the aforementioned offices.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-118. Limitations on reappointment.

Board appointees will not be reappointed for at least two (2) years following the termination of the last appointment. For purposes of limiting reappointment, as hereinstated, appointment to any portion of any term, including portions of an unexpired term, shall invoke the two-year prohibition on reappointment.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-119. Vacancies on the board.

All vacancies shall be filled for the unexpired terms. A member shall hold office until his/her successor has been appointed by the mayor and/or city council, as appropriate, and shall continue to hold office after his/her successor has been appointed by the mayor/council for the sole and limited purpose of the disposition of all complaints filed during that member's term. No new member may participate in a decision regarding a complaint initiated prior to the expiration of the previous member's term, but new members shall assume the duties of office with respect to all complaints initiated after the previous member's term.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-120. Removal of board members.

In addition to the city council's usual powers of removal, members of the board may be removed by a majority vote of the city council for a violation of this article. In considering a complaint filed with the city secretary against a member of the board, the council may follow the procedures set forth in division 4 hereof regarding the disposition of alleged violations of this article.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-121. Chairperson; quorum.

The board shall elect a chairperson and a vice-chairperson to one-year terms. The vice-chairperson shall act as chairperson in the absence of the chairperson or in the event of a vacancy in that position. Both the chairperson and the vice-chairperson are entitled to vote on all issues, unless such vote is otherwise prohibited by this article. Three (3) members of the board shall constitute a quorum, but no action of the board shall be of any force or effect unless it is adopted by the favorable vote of the required number of members specified in the particular section.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-122. Meetings.

The board shall meet at least once each calendar quarter and at any other times at the call of the chairperson. The chairperson or any three (3) members of the board may call a meeting, provided that at least three (3) days' advance notice is given to each member. This section shall not be construed to authorize meetings upon three (3) days' advance notice for hearings on complaints if such time does not give a respondent or any other party the notice required by other provisions of this article. Meetings shall be subject to the applicable provisions of the Open Meetings Act (V.T.C.A., Government Code ch. 551).

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-123. Laws administered and enforced by the board.

The board shall have authority to enforce the following laws:

- (a) Article XI, sections 7 and 8 of the City of Alvin Home-Rule Charter;
- (b) Sections 2-111 and 2-113 of division 2 of this article; and
- (c) V.T.C.A., Government Code ch. 573.

(Ord. No. 95-FFFF, § 2, 12-21-95; Ord. No. 96-A, § 3, 2-15-96; Ord. No. 98-X, § 4, 5-12-98)

Sec. 2-124. Powers and duties of the board.

In addition to other duties set forth in this article, the board shall perform the following duties:

- (a) Prescribe forms for reports, statements, notices, and other documents required to be filed with the board;
- (b) Prepare and issue advisory opinions upon request of an employee or officer subject to the board's enforcement authority. Advisory opinions shall be issued not later than the sixtieth day after the date

the board receives the request. Such time may be extended by a majority vote of the board for an additional thirty (30) days;

- (c) Make or cause to be made a copy of the laws referenced in section 2-123 hereof, which shall be made readily accessible in the office of the city secretary to all city employees and officers;
- (d) Review all statements and reports filed with the board;
- (e) Preserve all statements and reports filed with the board for the time period required by the state law pertaining to records management;
- (f) Review this article at least once annually on or before November first of each year and make appropriate recommendations to the city council; and
- (g) Report to the city council at least once annually on or before November first of each year concerning the activities of the board during the preceding year.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-125. Additional power.

- (a) The board may:
 - (1) Request that the city attorney and city manager provide such assistance as it may require in the discharge of its duties;
 - (2) Provide or assist in providing orientations to city officers and employees concerning the provisions of this article;
 - (3) Adopt, amend and/or rescind rules of procedure to carry out the provisions of this article. Such rules shall be consistent with this article and other applicable laws; and
 - (4) Agree to the settlement of issues.
- (b) The board may not consider a complaint or vote to investigate a matter outside the board's jurisdiction.
- (c) The board is authorized to issue majority opinions only.

(Ord. No. 95-FFFF, § 2, 12-21-95; Ord. No. 96-RRRR, § 4, 12-19-96)

Sec. 2-126. Staff.

The city attorney, city secretary and other members of the city staff, as necessary, shall assist the board in administering its functions. When complaints are filed relating to the mayor, city councilmembers, city attorney, or municipal court judges, independent legal counsel shall be selected by the board to advise the board and participate in proceedings. The independent legal counsel shall be selected by the board on a case-by-case basis. If, during the course of proceedings, a respondent raises a defense of reasonable reliance upon a written opinion of the city attorney, the board shall select an independent attorney to continue with the proceedings. In all cases fee arrangements with independent legal counsel must be approved by the council.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-127. Prohibited participation.

- (a) A member of the board may not participate in a board proceeding relating to an action in which the member is the subject of a sworn complaint filed with the board.

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- (b) A member of the board may not participate in or vote on any matter before the board if the matter concerns the member directly or an individual related to the member within the first degree by affinity or consanguinity.

(Ord. No. 95-FFFF, § 2, 12-21-95)

Sec. 2-128. Records.

Records of the board shall be subject to the provisions of the Public Information Act (V.T.C.A., Government Code ch. 552) and other applicable law(s).

(Ord. No. 95-FFFF, § 2, 12-21-95; Ord. No. 96-RRRR, § 5, 12-19-96)

Secs. 2-129, 2-130. Reserved.