

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
REGULAR CITY COUNCIL MEETING
THURSDAY JANUARY 18, 2018
7:00 P.M.**

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in Regular Session at 7:00 P.M. in the Council Chambers at City Hall, with the following members present: Mayor Paul A. Horn, Councilmembers: Gabe Adame, Adam Arendell, Glen Starkey, and Keith Thompson.

Staff members present: Sereniah Breland, City Manager; Suzanne Hanneman, City Attorney; Junru Roland, Assistant City Manager/CFO; Dixie Roberts, City Secretary; Larry Buehler, Economic Development Director; Brian Smith, Public Works Director; and Robert Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Darren Shelton gave the invocation.

Council member Starkey led the pledge of Allegiance to the American Flag. Council member Thompson led the pledge to the Texas Flag.

PRESENTATIONS

Departmental Update – Streets/Code Enforcement.

Brian Smith, Director of Public Services gave an update regarding the Streets Department. Lisa Sullivan, Code Enforcement Officer gave a brief update regarding the Code Enforcement Department.

PUBLIC COMMENT

Thomas Garcia spoke before City Council regarding the increase in the homeless population in the area, and his concern for such. He stated that he helped this past week during the winter weather event to bring the homeless inside for a warm place to stay. A warming shelter was opened by a concerned citizen during the event.

Jill Rea addressed the City Council stating that was sponsored a warming shelter that was set up at the Knights Inn Motel. She expressed a great need for a facility in Alvin for the homeless.

CONSENT AGENDA

- A. Approve minutes of the January 4, 2018 City Council regular meeting.
- B. Consider Resolution 18-R-02, temporarily waiving the building permit fees associated with the repair of homes and businesses damaged as a result of Hurricane Harvey; providing that such waiver shall expire on July 1, 2018; making various findings and provisions related to the subject and providing an effective date.

On September 21, 2017 City Council approved Resolution 17-R-27 temporarily waiving the building permit fees associated with the repair of homes and businesses damaged by Hurricane Harvey, for a period of ninety (90) days (September 21, 2017-December 19, 2017). It is Staff's recommendation that the waiver of permit fees be reinstated and continue until July 1, 2018 since permits for repairs are still being requested. Resolution 18-R-02 reinstates the waiver of permit fees and sets the expiration of the waiver to July 1, 2018. Staff recommends approval.

- C. Consider Ordinance 18-D, temporarily suspending regulations relating to the placement of recreational vehicles and adopting temporary regulations including but not limited to conditional permits, placement, maintenance, utilities, removal, sanitation, and other related health and safety matters for recreational vehicles located on residential properties in response to widespread damage caused by Hurricane/Tropical Harvey; making various findings and provisions related thereto.

On September 21, 2017, the City Council approved Ordinance 17-Q temporarily suspending regulations relating to the placement of recreational vehicles (RVs) within the City. Ordinance 17-Q allows residents to reside in their Recreational Vehicles on their property while damages to their homes, due to Hurricane Harvey, are repaired. The provisions provided in Ordinance 17-Q will expire on February 1, 2018 and it is Staff's recommendation that the expiration date be extended to July 1, 2018. Ordinance 18-D would extend the deadline in the manner described. The first request for placement of an RV was received on January 8, 2018 and was made by FEMA on behalf of an Alvin resident. Ordinance 18-D does not apply to commercial properties. Staff recommends approval.

- D. Consider Ordinance 18-E, granting consent to the creation of Brazoria County Municipal Utility District No. 73; containing various provisions related to the foregoing subject; and making certain findings related thereto.

On September 21, 2017, City Council approved the Utility Services Contract relating to Brazoria County MUD No. 73 with Rooted Development Group, LLC. This Utility Services Contract will allow for water/wastewater services to be provided to the Mustang Crossing Development, a planned unit residential development on FM 1462 within the corporate limits of the City.

- E. Consider an Agreement between Brazoria County and the City of Alvin for the City to receive \$32,000 from the Community Development Block Grant (CDBG) for sidewalk and Americans with Disabilities Act (ADA) ramp improvements along Depot Centre Boulevard; and authorize the Mayor to sign.

City Staff was contacted by Brazoria County Commissioner Stacy Adams in April 2017 asking if the City had any projects that would be submitted for Community Development Block Grant (CDBG) funding that his office could partner with the City on. Each grant cycle each Commissioner is given +/- \$30,000 in discretionary funds to spend in their Precinct. The proposed sidewalk along the east side of Depot Centre Boulevard from The Depot to Sidnor Street was identified as a possible project, and was sent to CDBG for consideration. The CDBG has approved \$32,000 for this project pending approval of the attached agreement by the City Council. This project will be the third project to receive discretionary CDBG grant funds from Commissioner Adams. Staff recommends approval of the agreement.

- F. Consider an Agreement between Brazoria County and the City of Alvin for the City to receive \$250,000 from the Community Development Block Grant (CDBG) for utility improvements along South Park Drive; and authorize the Mayor to sign.

Every three years Brazoria County is awarded Community Development Block Grant Funds from the Federal Government that it passes along to cities within the County for projects that will benefit low- and moderate-income areas of the City. The City of Alvin has received these funds every three years for the previous fifteen plus years and has historically used them to fund park and utility projects (alternating between the two). In order to receive these funds, the City is required to submit an application in the spring of the award year. The application must include projects that meet the County's criteria and are located in low, and/or moderate-income areas of the City as determined by CDBG. This year Staff submitted an application for funds to replace the water and sanitary sewer lines along South Park Drive. This project not only met the criteria for the grant it was also a project identified in the 2015 Utility Master Plan that was done by Freese and Nichols. City Staff was notified by the County in early October that the project had been approved to receive CDBG grant funds in the amount of \$250,000 and that the agreement would follow in the next couple of months. Staff recommends approval of the agreement.

Council member Arendell moved to approve the consent agenda as presented. Seconded by Council member Thompson; motion carried on a vote of 4 Ayes.

OTHER BUSINESS:

Receive and acknowledge receipt of the Financial and Quarterly Investment reports for December 2017.

Junru Roland, Assistant City Manager/CFO, presented the financial and quarterly investment reports for December 2017.

Council member Starkey moved to acknowledge receipt of the Financial and Quarterly Investment reports for December 2017. Seconded by Council member Arendell; motion carried on a vote of 4 Ayes.

Receive and acknowledge receipt of the Fiscal Year 2018 Capital Improvement Projects (CIP) and the Fiscal Year 2018 Implementation Action Plan of Strategic Projects for the Alvin 2035 Comprehensive Plan.

The City Council approved Ordinance 14-CC, adopting the City of Alvin 2035 Comprehensive Plan on October 2, 2014. Since then, sixteen action plan items were consolidated into strategic projects and initiated by staff under the leadership of the city manager. The Capital Improvement Plan (CIP) covers capital expenditure projects, and is reported quarterly through the "CIP Project Schedule" document. It is also available on the city's web site. There are projects that staff was tracking through both plans and saw the need to have better efficiency by having projects in only one plan.

Strategic projects that have been completed are:

- *Major Thoroughfare Plan Phase 1*
- *Utility Master Plan*
- *Dangerous Building Ordinance*
- *Neighborhood Outreach*
- *Parks Standards Manual*
- *Tree Ordinance*

Strategic projects that continue to be worked are:

- *Parks Annual Operations and Maintenance Plan* - Include physical assessment, maintenance schedule, and a funding and resource assessment.
- *Walkability* - Improve neighborhoods with a sequencing plan of sidewalk improvements.
- *Major Thoroughfare Plan Phase 2* - The preparation of an Implementation Plan with cost estimates, a Capital Improvements Program (CIP), and the development of funding options including Transportation Improvement Program (TIP) submittals to the Houston Galveston Area Council (HGAC). This was moved to the CIP document reported through Engineering.
- *Downtown Improvements* - Implementation of several elements of the Task Force recommendations.

For fiscal year 2018, staff added six additional strategic projects:

- *Develop a "Blue Trails" concept plan and trail network that establishes the Mustang Bayou waterways as a key addition to the larger Alvin Trails Network and capitalizes on local resources as a means of tourism, education, research, and recreation. This was moved to the CIP document reported through Engineering.*
- *Revise parkland dedication fees in lieu and development ordinance to establish a fund to allow for community park dedication and subsequent fund allocation so that the City might have more opportunities to acquire larger parcels of land that benefit a larger service area rather than solely requiring dedication within dedication "zones."*
- *Form a target-area capital investment program focused on infrastructure improvements within at-risk neighborhoods. (Regional Detention)*
- *Address trees in all new residential developments in relationship to street and utility placement to avoid problems.*
- *Employ a pro-active code enforcement strategy that first offers helpful assistance to property owners in complying with municipal codes rather than a punitive approach, so that enforcement resources may be targeted to the worst areas and offenders.*
- *Allow for varying lot sizes within residential developments without requiring the more rigorous submittal procedures and requirements of a planned unit development.*

These strategic projects are reported quarterly by the city manager to the Planning Commission and City Council.

On January 16th, the City Manager presented to the Planning Commission. They voted to recommend to council the Fiscal Year 2018 Alvin 2035 Comprehensive Plan Implementation Action Plan Strategic Projects. Due to the winter storm, the January 16th, the Planning Commission meeting was canceled. It will be presented at their next meeting. All the elements of what you received in your council packet are included in one of the plans.

Sereniah Breland, City Manager gave a brief presentation on the Fiscal Year 2018 Capital Improvement Projects (CIP).

Following the presentation, Council member Adame moved to acknowledge receipt of the Fiscal Year 2018 Capital Improvement Projects (CIP) and the Fiscal Year 2018 Implementation Action Plan of Strategic Projects for the Alvin 2035 Comprehensive Plan. Seconded by Council member Starkey; motion carried on a vote of 4 Ayes.

Provide staff direction regarding additional collection services for Harvey flood related storm debris.

At the January 4, 2018 council meeting, Councilman Adame and Councilman Arendell requested that the City fund and provide one additional (Harvey-related) storm debris pick-up. In drafting a recommendation, staff discussed and addressed the following focal points: 1.) the area(s) of the city in need of debris removal 2.) the methodology to be used to notify eligible residents; 3.) the arrangement to receive debris removal; 4.) the cost of service; 5.) the time frame needed for this endeavor; and 6.) the placement of debris for collection.

Area(s) of the City Eligible for this one-time Debris Removal Service

The City's Engineering Department has a map of areas and properties within the City of Alvin that were flooded from Hurricane Harvey. Staff recommends limiting this one-time debris removal service to those properties (identified on the map) that are still in need of debris removal.

Method to Notify Eligible Residents for Debris Removal

As this would be a one-time debris removal opportunity, staff would provide informative door-hangers on the "known" properties that are in need of debris removal. The door-hangers would provide the date and time when debris is scheduled for pickup.

Arrangement for Debris Removal

Once staff has identified "known" properties still needing debris removal, staff will provide a listing of property addresses to Waste Connections, who in turn will arrange a one-time pick up.

Paying for this One-Time Debris Removal Service

If it is council's desire for the City to pay for this one-time debris removal service, staff is recommending paying for this removal service out of the City's Sanitation Fund. Waste Connections has provided a cost to the City of \$300/per address that the City provides to Waste Connections to be serviced. Worst-case scenario, there were approximately 300 properties listed on the "Properties Flooded by Hurricane Harvey" map. If each property required debris removal service, it would cost the City \$90,000. As a note, Waste Connections has approximated about 15 homeowners who have previously contacted and paid Waste Connections for debris removal services. At this time, the city is unaware of the number or the method other homeowners used to remove their debris.

Time Frame for this One-Time Debris Removal Service

Pending council's approval, Staff will place door-hangers on "known" eligible properties needing debris removal services during the week of January 22, 2018. Depending on the number of properties that need service, the week of February 5, 2018, Waste Connections will pick up the Harvey-related debris on property addresses provided by the City. After the one-time debris removal, city staff intends to resume normal code enforcement practices.

Placement of the Flood Related Debris

Chapter 11 of the City Code of Ordinance requires that heavy trash be placed no more than 10 feet from the curb or street, accessible to collection equipment and workers, and at least 3 feet away from utility meters, mailboxes, fences and trees or shrubs. In addition, heavy trash shall not be placed under low-hanging wires or low hanging tree limbs. If placed under power, cable, telephone or any other utility lines, the vertical distance between the lowest power, cable, telephone or other utility line and the uppermost portion of the heavy trash shall not be less than 20 feet.

Lengthy discussion was had regarding the pickup of Hurricane Harvey flood debris, including the cost and logistics associated with such. Waste Connections was present to answer any questions had by members of Council. Council discussed the use of the door hanger program (in both English and Spanish) in an effort to notify residents that currently have visible debris, that all debris should be placed at the curb for a final "city sponsored" pickup. Any future debris pick-ups will be at the

expense of the resident through the utilization of Waste Connections. Staff has identified approximately 36 homes that currently have debris out.

Council member Adame moved to contract with Waste Connections at a cost not to exceed \$300 per home for homes identified as having Hurricane Harvey debris, for a one time only special curbside pickup, utilizing door hanger notices in both English and Spanish, with door hanger placement to commence the week of January 29th, and debris pick up the week of February 5, 2018 by Waste Connections. Seconded by Council member Thompson; motion carried on a vote of 4 Ayes.

REPORTS FROM CITY MANAGER

Review preliminary list of items for next Council meeting.

Ms. Breland reviewed the preliminary list of items for the February 1, 2018 council meeting.

ITEMS OF COMMUNITY INTEREST

Mrs. Roberts reviewed items of community interest.

Council member Thompson commended the city employees for the tremendous work they did during the recent winter weather event.

Council member Arendell also thanked the city employees for their dedication through the recent winter weather event.

Council member Adame announced that the Alvin Noon Lions Club casino night will be held on May 18th at the Knights of Columbus Hall. The fundraiser benefits the community and provides glasses to those in need.

Council member Starkey acknowledged the city staff for their hard work during the winter weather event. He thanked Jill Rea for helping the homeless during the cold weather and mentioned to take into consideration the homeless in any future planning.

Mayor Horn thanked the staff for handling the winter weather event. He was impressed with the plan that was put in place by the staff. Mayor Horn thanked the Alvin Lions Club and Rotary Club for hosting the Astros World Champion Trophy Tour.

EXECUTIVE SESSION

Mayor Horn called for an executive session at 8:27 p.m. in accordance to the following: City Council will meet in Executive Session pursuant to Texas Government Code 551.072 – deliberation regarding the purchase, exchange, lease or value of real property.

RECONVENE TO OPEN SESSION

Take action on Executive Session item if necessary. No Action taken.

Mayor Horn reconvened the meeting into open session at 8:43 p.m.

ADJOURNMENT

Mayor Horn adjourned the meeting at 8:43 p.m.

PASSED and APPROVED this _____ day of _____, 2018.

Paul A. Horn, Mayor

ATTEST: _____
Dixie Roberts, City Secretary