

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
THURSDAY, SEPTEMBER 19, 2024
7:00 PM**

CALL TO ORDER

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

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

INVOCATION AND PLEDGE OF ALLEGIANCE

Gary Coffman with Alvin Church of Christ gave the invocation. Council member DeKeyzer led the Pledge of Allegiance to the American Flag. Council member Garivey led the Pledge to the Texas Flag.

PRESENTATIONS

Presentation of Downtown Business Grant Check to The Fillin' Station, Corey Scopel.

Paul Chavez, Director of Economic Development, presented a check to Corey Scopel for the Downtown Business Grant on behalf of the City of Alvin.

Parks & Recreation - Annual Departmental Presentation.

Dan Kelinske, Director of Parks and Recreation, delivered the annual departmental update before City Council.

PUBLIC COMMENT

John Burkey presented Mayor Adame and City Council with a certificate of appreciation for all they do in support of the Senior Center.

Norma Crosby and Kayleigh Joiner presented comments regarding their organization, the National Federation of the Blind Texas.

CONSENT AGENDA

Consider approval of the September 5, 2024, City Council meeting minutes.

Consider an Interlocal Agreement with Brazoria County for the Fiscal Year 2024-25 Asphalt Improvement Project and authorize the Mayor to sign upon legal review.

The proposed Interlocal Agreement between the City and the County provides the mechanisms for the County to provide the City of Alvin with equipment and personnel to assist in the construction, improvement, maintenance, and/or repair of up to two (2) miles of asphalt streets in various locations within the City limits of Alvin. The City of Alvin entered this partnership with Brazoria County in 1991 and has continued to use the program since that time. This program provides for low-cost paving of asphalt streets and has improved over 35 miles of asphalt streets since the start in 1991. The County only performs driving surface asphalt overlays. An asphalt overlay is a paving method of applying a new layer of asphalt to a deteriorating surface. Rather than tearing up or removing any of the old asphalt surface entirely, an asphalt overlay project utilizes the existing layers as a base for the new asphalt pavement. The new layer of asphalt is usually between 1.5 and 3 inches thick, depending on the demands of the existing deteriorating asphalt surface. Staff is in the process of identifying roads where the County's service would best be utilized. Once City staff has identified

applicable roads, City Council will consider staff's recommendations. If approved by City Council, then the County Commissioner's Court will consider the City's identified roads. Next, the County will submit the materials cost estimates to complete the asphalt overlays identified as a part of this agreement. Finally, City Council will consider the material cost estimates the County submitted. This interlocal agreement has already been approved and signed by the Brazoria County Judge, L.M. "Matt" Sebesta.

Consider an award of Bid (B-24-05) to Landscape Professionals of Texas, for manicured mowing services of select City-owned and State Right of Way property including parkland, lift stations, water wells, and various building grounds, in an amount not to exceed \$265,671; and authorize the City Manager to sign the agreement upon legal review.

The current manicured mowing agreement with LTS Lawncare was set to expire September 30, 2025, for a total annual amount of \$161,176.35. With the sudden passing of LTS Lawncare business owner Larry Dietrich, the business was no longer able to continue providing mowing services as scheduled; therefore, a notice of immediate termination was issued on July 30, 2024. Horticare was hired as the interim contractor to provide manicured mowing services through September 30, 2024. Manicured mowing bid # B-24-05 was advertised on August 11, 2024, and August 18, 2024. Bids were opened August 27, 2024, and Landscape Professionals of Texas provided the lowest price/best value bid of \$265,671. Horticare was the second and only other bidder with an annual bid price of \$272,705.00. This is the first of two manicured mowing agreements being considered with Landscape Professionals of Texas, with the first year of service beginning October 1, 2024, and ending September 30, 2025, with up to three one-year renewals. Staff recommends awarding this manicured mowing agreement in the amount of \$265,671 to Landscape Professionals of Texas.

Consider an award of Bid (B-24-06), to Landscape Professionals of Texas, for manicured mowing services of select parkland and other City-owned property and State Right of Way, in an amount not to exceed \$68,100; and authorize the City Manager to sign the agreement upon legal review.

The current manicured mowing agreement with LTS Lawncare was set to expire September 30, 2025, for a total annual amount of \$56,252.65. With the sudden passing of LTS Lawncare business owner Larry Dietrich, the business was no longer able to continue providing mowing services as scheduled; therefore, a notice of immediate termination was issued on July 30, 2024. Horticare was hired as the interim contractor to provide manicured mowing services through September 30, 2024. Manicured mowing bid # B-24-06 was advertised on August 11, 2024, and August 18, 2024. Bids were opened August 27, 2024, and Landscape Professionals of Texas provided the lowest price/best value bid of \$68,100.00. Horticare was the second and only other bidder with an annual bid price of \$87,135.00. This is the second of two manicured mowing agreements being considered with Landscape Professionals of Texas, with the first year of service beginning October 1, 2024, and ending September 30, 2025, with up to three one-year renewals. Staff recommends awarding this manicured mowing agreement in the amount of \$68,100.00 to Landscape Professionals of Texas.

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

OTHER BUSINESS

Discuss and consider Ordinance 24-Y, an Ordinance of the City of Alvin, Texas, amending Chapter 21, Subdivisions and Property Development of the Code of Ordinances of the City of Alvin, Texas, for the purpose of amending Article VII. Park Land Dedication And Development Fee; providing for severability ; and setting forth other provisions related thereto.

At the September 5, 2024, city council meeting, City Council directed staff to elaborate on the guiding principles of park development. Below is the verbiage presented at the September 5, 2024, city council meeting, as well as descriptions and examples of various types of parks as defined in the Park and Open Space Standards and Guidelines from the National Recreation and Park Association (NRPAA).

Verbiage proposed at the September 5, 2024 City Council meeting:

- Park shall be owned and maintained by the Homeowner Association or related entity
- Park shall possess four qualities: Accessible, Allow people to engage in activities, Comfortable spaces having a good image, Sociable place where people meet each other and take people to when they come to visit.

National Recreation and Park Association (NRPAA) Park and Open Space Standards and Guidelines:

- Pocket Parks and Playlots - Desirable Size: .25 to 1.0 acre, Service Area: Immediate development or neighborhood. Summary: Serve a concentrated or limited population within an immediate proximity, such as within apartment complexes, retirement communities, and small neighborhoods. They are intended to meet the passive recreational needs of residents and limited recreational activity of the immediate neighbors. Examples include: a tot lot in or near an apartment complex, or a vacant lot developed as a passive park with sidewalks and benches.

Neighborhood Parks - Desirable Size: 5 acres, Service Area: .25 to .5-mile radius. Summary: These parks are designed to accommodate the needs of complete neighborhoods, typically within a distance of six to eight blocks. Facilities are for active recreation and playground use, i.e., sport courts and fields, playscape areas, playground equipment, walking trails, etc.

Community Parks - Desirable Size: 10 to 50 acres, Service Area: Primarily for residents within a two-mile radius, Summary: Provides a large variety of facilities and intended uses within community parks, including, both passive and active recreation such as walking and jogging paths, athletic courts, ball fields, lakes or other natural features, picnic areas, activity centers, swimming pools, and facilities that draw residents within a reach of one mile or further.

Planned Unit Development Verbiage: PUD parks must contain at least 3 of the following amenities: Splash pad, Permanently covered or shaded playground with equipment, Aesthetically lit landscaping with benches and/or gazebos, swimming pool with restrooms and clubhouse, prior to city council adopting Ordinance 24-Y, staff desires to present and review the amendments with the Parks Board.

Dan Kelinske, Director of Parks and Recreation, presented the item to the City Council with further explanation. Council member DeKeyser proposed including language specifying that park land should foster relaxation, provide space for physical activity, offer a safe environment for children, and include shaded seating areas and adequate trash receptacles. Council member Vela emphasized that Homeowners Associations should not be allowed to restrict public access to parks. Additionally, Council member Garivey suggested that park hours be clearly posted. City Attorney Suzanne Hanneman advised caution regarding any language outlining park rules and their enforcement, noting that the City will not be responsible for maintenance. Ordinance 24-Y will be returned to the Parks Board for revisions and will be presented at a future Council meeting for further consideration. No action was taken on this agenda item.

Consider the approval of the annual windstorm and hail coverage renewal for Fiscal Year 2025; and authorize the City manager to sign the Proposal Acceptance Form and the Windstorm Quote.

Windstorm insurance is property and casualty insurance that specially covers loss due to damage by high winds: i.e., hurricanes and hail damage. The City's general property and liability insurance provider, Texas Municipal League - Intergovernmental Risk Pool (TMLIRP) does not offer windstorm and hail coverage for the City of Alvin. The City's current underwriting manager in placing windstorm coverage is Victor Insurance Managers Inc (VIM). The current annual windstorm policy for FY24 expires October 1, 2024. Windstorm insurance quotes should be received by the city no later than Thursday, September 19, 2024. Our insurance agent will provide the quotes, and staff will update the agenda commentary based on the quotes before the council meeting that evening. The final proposal along with staff's recommendation will be presented during the city council meeting.

Chris Thomas, Director of Finance, presented this item before City Council with explanation.

Council member Starkey moved to approve annual windstorm and hail coverage renewal for Fiscal Year 2025 with Victor Insurance Managers Inc for \$782,023.16, and authorize the City Manager to sign the Proposal Acceptance Form and the Windstorm Quote. Seconded by Council member Moore; motion carried with all members present voting Aye.

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

Council Member Moore requested a workshop to discuss the City's roles and responsibilities within the 100'ft strip in the Extraterritorial Jurisdiction.

REPORTS FROM THE CITY MANAGER

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

Mr. Junru Roland announced items of community interest.

ITEMS OF COMMUNITY INTEREST

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

Council Members Moore and Garivey expressed their appreciation to the Alvin Community College students for attending the Council meeting to further their understanding of local governance.

ADJOURNMENT

Mayor Adame adjourned the meeting at 7:47 p.m.

PASSED and APPROVED the 3rd of October 2024.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary