

**MINUTES
CITY OF ALVIN, TEXAS
216 W. SEALY STREET
CITY COUNCIL REGULAR MEETING
AND EXECUTIVE SESSION
THURSDAY, FEBRUARY 5, 2026
7:00 PM**

CALL TO ORDER

BE IT REMEMBERED that, on the above date, the City Council of the City of Alvin, Texas, met in Regular and Executive Sessions at 7:00 PM in the Council Chambers at City Hall, with the following members present: Mayor Gabe Adame; Mayor Pro-Tem Meagan DeKeyzer; Council members: Ashley Davis, Richard Garivey, Keko Moore, Scott Salter, Chris Vaughn and Martin Vela.

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; Shana Church, Assistant City Engineer; Brandon Moody, Director of Public Services; Paul Chavez, Economic Development Director; Kendall Hunting, Fire Chief, and Robert E. Lee, Police Chief.

INVOCATION AND PLEDGE OF ALLEGIANCE

Craig Smee with Light Christian Center gave the invocation. Council member Salter led the Pledge of Allegiance to the American Flag. Council member Garivey led the Pledge to the Texas Flag.

PRESENTATIONS

Presentation of the Alvin Police Department 2025 Officer of the Year, Trace Darnell, the 2025 Rookie of the Year, Christopher Eklund, and 2025 Civilian of the year, Charlotte Esther.

Chief Lee presented awards to each officer and staff member in attendance. Award Recipients: 2025 Rookie of the year, Officer Christopher Eklund; 2025 Officer of the year, Officer Trace Darnell. 2025 Civilian of the year, Charlotte Esther.

PUBLIC COMMENT

Darrell Bailey presented comments thanking the City for their support of the MLK Parade and Festival.

Carey Perrin presented comments introducing the new Chairman of the Chamber of Commerce, Sam Washington.

CONSENT AGENDA

Consider approval of the January 15, 2026, City Council workshop minutes.

Consider approval of the January 15, 2026, City Council meeting minutes.

Consider Resolution 26-R-03, calling and establishing the procedures for the May 2, 2026, General Election in Alvin, Texas; authorizing the execution of an Election Services Agreement with Brazoria County upon legal review; and providing for other matters related thereto.

This Resolution calls the City of Alvin General Election to be held on Saturday, May 2, 2026, for the purpose of electing a Mayor and one member of the City Council for District E, and state law requires the governing body to order the election no later than Friday, February 13, 2026, and to authorize execution of an Election Services Agreement with Brazoria County. The City of Alvin will contract with the Brazoria County Elections Office to conduct the upcoming election, as Brazoria County provides the necessary voting equipment for the process. The City Secretary's Office will oversee candidate filings, required documentation, and postings in compliance with state election law.

The filing period for a place on the May 2026 General Election ballot began on Wednesday, January 14, 2026, and will remain open

through Friday, February 13, 2026. The main Early Voting location for Alvin will be at the Alvin Library from Monday, April 20, 2026, through Saturday, April 25, 2026; and Monday, April 27, 2026, through Tuesday, April 28, 2026, with voting hours from 8:00 a.m. to 5:00 p.m. each day (No Sunday voting). On Election Day, voting will be conducted at the Alvin Library from 7:00 a.m. - 7:00 p.m. Qualified voters may also cast their ballots at any Early Voting or Election Day voting location across Brazoria County. All other EV and Election Day voting locations throughout the county will be designated after the filing deadline.

This Resolution also includes the Election Services Agreement with Brazoria County, which is similar to the agreement authorized by City Council each year for the conduct of the City's General Election. The cost of this election is estimated to range from \$5,000 to \$10,000, depending on the number of other jurisdictions conducting elections on the May uniform election date. Election costs are allocated among all participating entities.

Historical Election Cost (General May Election): May 2021: \$ 6,200; May 2022: \$10,600; May 2023: \$ 8,020; May 2024: \$10,940; May 2025: \$ 5,470. Staff recommends approval of Resolution 26-R-03.

Consider a License Agreement for the Exclusive Use of City Property between the City of Alvin and the Alvin Sunrise Rotary Foundation for the Alvin Crawfest & Cook-Off at Briscoe Park from March 23, 2026, to March 29, 2026, with the actual event scheduled for Friday, March 27, 2026, at 10:00 a.m. through Sunday, March 29, 2026, at 12:00 a.m.; and authorize the City Manager to sign the Agreement upon legal review.

This Agreement is unchanged from the previous year. No material, substantive, or operational changes have been made; all terms, conditions, and obligations remain the same as the prior year's approved agreement. This License Agreement for Exclusive Use of City Property is used as an annual instrument to acknowledge the dates of exclusive use of Briscoe Park and to capture City-owned resources such as equipment and personnel requested by the Alvin Sunrise Rotary Foundation for the purpose of holding the fundraising event known as the Alvin Crawfest and Cook-Off. Under this Agreement, exclusive use of Briscoe Park is requested beginning **Monday, March 24, 2026, at 6:00 a.m.**, and continuing through **Sunday, March 29, 2026, at 9:00 p.m.** The event activities, including food service, alcoholic beverage sales, music, and other entertainment, are scheduled to occur on **Friday, March 27, 2026, and Saturday, March 28, 2026**, with activities concluding at **12:00 a.m. on Sunday, March 29, 2026**, in accordance with the License Agreement.

Pursuant to the Licensing Agreement, Alvin Sunrise Rotary Club agrees to:

- Adhere to governmental regulations concerning the sale of food and alcohol and obtain appropriate permits
- Adhere to the City's Noise ordinance and obtain an appropriate sound/noise permit
- Fence the area used exclusively for Sunrise Rotary Club's alcohol sales and consumption
- Ensure the deployment of police for security and pay the cost of City of Alvin police officers to perform security and/ or traffic control
- Maintain the property in clean condition
- Abide by all terms of the Event Application, including insurance requirements
- Maintain Comprehensive General Liability Insurance naming the City of Alvin as an additional insured

Pursuant to the Licensing Agreement, the City agrees to:

- Contribute \$25,000 of Hotel Occupancy Tax funds from the HOT fund grant program
- Authorize Alvin Sunrise Rotary to sell alcoholic beverages on City property
- Waive tent fees for individual participating cookers/cook teams
- Waive Park user fees as outlined in the Event Application
- Reimbursement to Alvin Sunrise Rotary not to exceed \$1,500 for rental of a portable restroom trailer
- Provide up to 15 hours of Alvin Fire Marshal or Assistant Fire Marshal's time for inspection of cookers and other Fire Safety and Prevention services required by the City
- Provide barricades and cones for street closure
- Provide EMS personnel and ambulance
- Provide Mobile Command Truck
- Provide up to 20 picnic tables and 30 trash barrels with liners
- Provide electricity and water where not already furnished

Staff recommends approval of this Agreement.

Consider the 2026 Interlocal Agreement for Emergency Services and Amendment with Brazoria County Emergency Services District #3 (ESD); and authorize the Mayor to sign upon legal review.

The Brazoria County Emergency Services District #3 was first formed in 2004. Brazoria County Commissioners appoint five (5) ESD #3 Board of Directors to authorize and appropriate funding for Fire and Emergency Medical Services (EMS) to the approximately

120 square miles surrounding the city limits of Alvin. Each entity/provider is allowed to submit a budget to the five (5) member ESD #3 Board of Directors each year. The ESD #3 Board of Directors then review the budget requests and allows each entity/provider the opportunity to give a short presentation on their budget requests. Upon approval, the Board of Directors allocates the funds to each entity/provider accordingly. The agreement remains largely unchanged. The primary revision is in Section V, Subsection (g) – Quarterly Reports to the District, which adds a requirement to include additional information on specific types of incidents in the City’s quarterly reports to the District.

There is also an addendum to the existing interlocal agreement between Brazoria County Emergency Services District No. 3, the City of Alvin, and the Liverpool area, related to fire protection services. This addendum is part of the overall ESD agreement and has been in place for several years following the District’s assumption of operations for the Liverpool Volunteer Fire Department in 2023. No changes from previous years.

BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT #3 ANNUAL CONTRIBUTIONS TO THE CITY OF ALVIN				
<i>Calendar Year</i>	<i>Emergency Medical Services</i>	<i>Fire & Rescue Services</i>	<i>Fire & Rescue Services (Liverpool)</i>	<i>Total</i>
2022	\$408,000	\$399,240	\$12,000	\$819,240
2023	\$420,000	\$419,202	\$12,000	\$851,202
2024	\$445,000	\$431,778	\$12,000	\$888,778
2025	\$463,000	\$453,367	\$12,000	\$928,367
2026 (Proposed)	\$486,000	\$476,035	\$12,000	\$974,035

Staff recommends approval.

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

OTHER BUSINESS

Consider a variance request from the homeowner at 1740 Glennview Drive to encroach twenty-five feet into the twenty-five-foot front building setback for the construction of a carport.

On January 12, 2026, the Engineering Department received a variance request from the homeowners at 1740 Glennview Drive, to be permitted to encroach twenty-five feet into the twenty-five-foot front building setback for the construction of a carport. The homeowners are proposing to construct a carport along the front of their home located at 1740 Glennview Drive, for reasons outlined in the attached request letter. The carport, as proposed on the attached property survey, will encroach 25 feet into the 25’ front building setback; however, it will still be approximately 14 feet from the nearest edge of the Glennview Drive pavement. The City Planning Commission approved the variance request unanimously at their meeting on January 20, 2026. Staff recommends approval.

Shana Church, Assistant City Engineer, presented this item before City Council with explanation.

Council member Moore moved to approve the variance request from the homeowner at 1740 Glennview Drive to encroach twenty-five feet into the twenty-five-foot front building setback for the construction of a carport. Seconded by Council member Davis; motion carried with all members present voting Aye.

Consider a variance request from the homeowner at 2710 Westfield to encroach twenty-five feet into the twenty-five-foot street side building setback for the construction of a carport.

On January 12, 2026, the Engineering Department received a variance request from the homeowners at 2710 Westfield, to be permitted to encroach twenty-five feet into the twenty-five-foot street side building setback for the construction of a carport. The homeowners are proposing to construct a carport along the side of their home located at 2710 Westfield, for reasons outlined in the attached request letter. The carport, as proposed on the attached property survey, will encroach 25 feet into the 25’ street side building setback; however, it will still be approximately 17 feet from the nearest edge of the Jones Drive pavement. The City Planning Commission approved the variance request unanimously at their meeting on January 20, 2026. Staff recommends approval.

Shana Church, Assistant City Engineer, presented this item before City Council with explanation.

Council member Moore moved to approve a variance request from the homeowner at 2710 Westfield to

encroach twenty-five feet into the twenty-five-foot street side building setback for the construction of a carport. Seconded by Council member Garivey; motion carried with all members present voting Aye.

Consider Resolution 26-R-02, authorizing an Interlocal Agreement with the City of Iowa Colony, adjusting the boundaries between Iowa Colony and the City of Alvin so that the current Alvin City limit strip will be reduced from 100 feet to 1 foot for approximately 0.6131 miles in the Meridiana Master Planned Community, and authorize the Mayor to sign the Agreement upon legal review.

Vision Element 4.1 of the Strategic Master Plan states: "Determine reducing [the] size of the 100' strip due to code enforcement issues with City Council direction." Over the last several years, we have been working with the City of Iowa Colony on the portion of our City limits strip that runs through the Meridiana master planned community.

Section 43.003 of the Texas Local Government Code, cities are permitted to:

- (1) fix the boundaries of the municipality;*
- (2) extend the boundaries of the municipality and annex area adjacent to the municipality; and*
- (3) exchange area with other municipalities.*

Cities are also permitted, pursuant to Section 43.015 of the Texas Local Government Code, to make mutually agreeable changes in their boundaries of areas that are less than 1,000 feet in width. Attached is the Meridiana General Development plan. Sections 34B, 34C, and 35B and the Southwest Village Center encroach into the City of Alvin's 100-foot City limits strip. With assistance from the MUD District and Developer's attorneys, we are proposing to reduce the width of the strip that runs through that portion of Meridiana from 100 feet to 1 foot, keeping our City limit strip intact. Although the Iowa Colony City Council approved the Agreement at their Council meeting on Monday, December 15, 2025, the reduction of the strip will not be effective until Alvin's City Council approves the Agreement and the reduction of the strip.

During City Council workshops on January 17, 2023, and October 17, 2024, Council discussed the City's 100-foot City limits strip in Iowa Colony and throughout the County. Staff recommends approval.

Suzanne Hanneman, City Attorney, presented this item before City Council with explanation. Hannah Bradley and Katie Sherborn from ABHR were also in attendance, as their law firm represents the MUD District for Meridiana development.

Council Member DeKeyzer asked why the boundary adjustment is necessary, suggesting that the interlocal agreement could address the issue without modifying the existing boundaries. Ms. Bradley responded that clarifying which taxing entities will provide services is essential, and that annexing the homes in this .6131 mile area into the MUD would accomplish that objective.

Council Member Vela reiterated his ongoing concerns regarding the proposed boundaries. The Council discussed how the strip in this area impacts multiple MUD's and city limits, noting that no single solution will resolve all potential issues that may arise throughout the 100 ft' strip. The proposed agreement would allow existing residents in this area to be annexed into the MUD to receive services that the City of Alvin does not currently provide or is not equipped to provide.

Council Member Garivey stated that the City of Alvin has no viable opportunity to use this location for future development and that retaining the strip in its current configuration does not provide any benefit to the City. Discussion continued.

Council member Garivey moved to approve Resolution 26-R-02, authorizing an Interlocal Agreement with the City of Iowa Colony, adjusting the boundaries between Iowa Colony and the City of Alvin so that the current Alvin City limit strip will be reduced from 100 feet to 1 foot for approximately 0.6131 miles in the Meridiana Master Planned Community, and authorize the Mayor to sign the Agreement upon legal review. Seconded by Council member Moore; motion carried with all members present voting Aye, and Council members Vela and Vaughn voting No.

Consider Resolution 26-R-04, authorizing City staff to submit one or more State of Texas cybersecurity grant applications; designating an authorized official; acknowledging required matching funds; and providing for other matters related thereto.

The proposed Resolution authorizes the City of Alvin to pursue one or more State of Texas cybersecurity grant opportunities in support of the City's ongoing efforts to strengthen its information technology systems, cybersecurity posture, continuity of operations, and resilience against cyber threats. The Resolution establishes the City of Alvin Cyber Operations Resilience Enhancement Program (CORE) as the umbrella program under which grant-funded cybersecurity initiatives would be developed and implemented. CORE is intended to support coordinated cybersecurity improvements across governance and planning, assessment and evaluation, mitigation, and workforce development. Cybersecurity threats, including ransomware and system disruptions, pose increasing operational and financial risks to municipal governments. Participation in state cybersecurity grant programs provides an opportunity for the City to advance planned IT initiatives while leveraging external funding to offset costs.

Grant Scope and Alignment

Grant-funded activities under CORE may include, but are not limited to:

- *Governance & Planning Projects - development or refinement of cybersecurity governance structures and plans*
- *Assessment & Evaluation - assessment of the City's current cybersecurity posture and identification of risk mitigation strategies*
- *Mitigation - implementation of cybersecurity protections and infrastructure enhancements commensurate with identified risks*
- *Workforce Development - training and workforce development to ensure City personnel are appropriately prepared to manage cybersecurity responsibilities*

All proposed activities are consistent with and supportive of the City's IT Master Plan, strategic initiatives, and anticipated future budgetary investments.

Matching Funds

State cybersecurity grant programs generally require a local match. This Resolution acknowledges this requirement and affirms the City's intent to provide the required matching funds if a grant is awarded, subject to final grant terms, scope of work, and City Council budget approval. The total potential grant award for all IT projects under the CORE program is estimated not to exceed \$500,000, with a required City match of \$150,000 (30%), subject to City acceptance and inclusion in a future annual budget.

Approval of this Resolution does not appropriate funds and does not commit the City to any specific expenditure at this time. Any required matching funds would be considered through the normal budgetary process.

Authority and Administration

This Resolution clearly establishes administrative roles and responsibilities to ensure proper oversight and compliance with grant requirements:

- *The Assistant City Manager, acting under the administrative oversight of the City Manager, is designated as the City's Authorized Official. This designation authorizes the Assistant City Manager to apply for, accept, reject, execute, amend, administer, or terminate grant agreements and related documents on behalf of the City, in accordance with applicable law.*
- *The Chief Information Technology Officer, subject to the approval and oversight of the Authorized Official, is authorized to prepare and submit grant applications and supporting documentation.*
- *The Finance Director, or the Finance Director's designee, is designated as the Financial Officer for any awarded grant and is authorized to submit required financial, reimbursement, and programmatic reports; to request or process grant amendments or budget revisions as permitted by the grant; and to administer all fiscal requirements associated with the grant.*

These designations ensure appropriate executive oversight, operational efficiency, and fiscal accountability.

Fiscal Impact

There is no immediate fiscal impact associated with adoption of this Resolution. Any future fiscal impact would depend on the award of grant funding and the final scope of approved projects. Required matching funds, if any, would be addressed through the City's budget process.

Staff recommends approval of Resolution 26-R-04.

Nick Newell, Chief Information Technology Officer, presented this item before City Council with explanation.

Council member Vela moved to approve Resolution 26-R-04, authorizing City staff to submit one or more State of Texas cybersecurity grant applications; designating an authorized official; acknowledging required

matching funds; and providing for other matters related thereto. Seconded by Council member Salter; motion carried with all members present voting Aye.

Consider Resolution 26-R-05, affirming City Council's intent and policy direction to proceed with preliminary consideration and evaluation of zoning, consistent with the City's adopted Strategic Plan and Comprehensive Plan; and providing for other matters related thereto.

This item considers a resolution affirming City Council's intent and policy direction to proceed with the preliminary consideration and evaluation of zoning as a tool for the City, consistent with the goals outlined in the City's adopted Strategic Plan and Comprehensive Plan. The City's adopted Strategic Plan and Comprehensive Plan both recognize zoning as a potential tool to support orderly growth and long-range planning objectives. This item acknowledges that policy direction and provides a starting point for staff to move forward with initial analysis and discussion of zoning as part of the City's overall planning framework.

Adoption of this resolution provides clear policy direction for City staff to undertake preliminary efforts related to zoning. These efforts are intended to inform future policy discussions and potential recommendations to City Council. The resolution does not adopt zoning regulations, zoning districts, or a zoning map, nor does it impose land use restrictions. Any future zoning ordinance or regulatory framework would require separate City Council action following public hearings and compliance with applicable state law. Approval of this resolution affirms City Council's intent to follow a deliberate, transparent, and inclusive process to evaluate zoning in alignment with the City's long-range planning documents. Staff recommends approval of Resolution 26-R-05.

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

Council member Moore moved to approve Resolution 26-R-05, affirming City Council's intent and policy direction to proceed with preliminary consideration and evaluation of zoning, consistent with the City's adopted Strategic Plan and Comprehensive Plan; and providing for other matters related thereto. Seconded by Council member Vaughn; 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 Vela requested a future workshop for discussion concerning the 100-foot Strip.

Council member Moore requested pressure washing the sidewalks downtown to be included in future budget discussions.

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.

No items were presented by Council.

EXECUTIVE SESSION

Mayor Adame called for executive session at 7:43 p.m. in accordance with the following:

Section 551.87 (1) of the Local Government Code provides as follows: Deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

Section 551.074 of the Local Government Code: Deliberation on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

RECONVENE TO OPEN SESSION

Mayor Adame reconvened the meeting to open session at 9:42 p.m.

ADJOURNMENT

Mayor Adame adjourned the meeting at 9:42 p.m.

PASSED and APPROVED the 19th of February 2026.

ATTEST:

Gabe Adame, Mayor

Dixie Roberts, City Secretary