THE STATE OF TEXAS §
COUNTY OF BRAZORIA §
CITY OF MANVEL §

LARRY AKERY, COUNCIL PLACE 1
LORRAINE HEHN, COUNCIL PLACE 2
NICCOLE TYSON, COUNCIL PLACE 3
DAN DAVIS, COUNCIL PLACE 4
JASON ALBERT, COUNCIL PLACE 5
JEROME HUDSON, COUNCIL PLACE 6

DEBRA DAVISON, MAYOR
KYLE JUNG, CITY MANAGER
TAMMY BELL, CITY SECRETARY

MINUTES 10/18/2021

Workshop Session

Mayor Davison called the workshop of the Manvel City Council to order at 6:02 p.m.
Those in attendance were:

Present:	Mayor Debra Davison City Council Member Place 1 Larry Akery City Council Member Place 2 Lorraine Hehn City Council Member Place 3 Niccole Tyson City Council Member Place 4 Dan Davis City Council Member Place 6 Jerome Hudson
Absent:	City Council Member Place 5 Jason Albert
Also Present:	Kyle Jung, City Manager Dan Johnson, Asst City Manager/City Engineer Robert Gervais, City Attorney Tammy Bell, City Secretary Chris Thomas, Finance Director Jessica Rodriguez, Director of Development Services Keith Traylor, Chief of Police

1. Discussion on any subject addressed on the Agenda for October 18, 2021.

2. Discussion and possible direction to staff on the following items as requested by Council Member Davis;
   1) Standardizing the City Manager Update items on the regular agenda.
   2) Scheduling a special meeting to begin workshopping the 160-acre city center project.

Discussion on Workshop item 2
1) Standardizing City Manager updates items on the agenda;

List large continuing items under the City Manager update on each agenda to give the Council an update to make sure the important items are being kept in front of the City Council.
Lorraine - How does this process differ from what is being done now?
Dan - By listing the items, it creates a safeguard to make sure nothing is left out. Niccole - In favor of the idea, suggests it be kept short, possibly 4-5 items.
Larry - Agrees, there are some big things in the works and these need to stay in the "know".
Jerome - Doesn't want to overburden the City Manager, but in favor of getting updates and information. Suggests to keep it simple.
Mayor - Against setting a standardized listing. Feels that Kyle adding the larger ticket items to the City Manager Updates as requested this evening by the council discussions is appropriate. The overall message is that council wants more.
Agree to keep it 4 items.

2) Possibility of scheduling a workshop in early November to discuss the 160 acre city center project.
Mayor - Suggests these meetings be held off until the feasibility study is complete.

New name to replace "The City Center" Name of the "main road"
Staff worked on the RFQ for an engineer - this will be on the next council agenda. City Council will have to start working on the phasing of the project and timeframe.

Discussion on any items on the agenda; Agenda Item #2 and #3;
Chief Traylor provided an update on why he is requesting these two items be approved.
Dan - All for helping out others that have a need. Feels like we are taking items that were purchased with city tax dollars and giving them to an entity that has not contributed to the tax base.
City has just enough vehicles to use now for each shift.
How will the city handle purchasing 4 vehicles but using 3 to replace/retire vehicles if we are hiring 8 new officers?

Agenda Item #5A
Dan - Was under the understanding that these funds were going to be used for the elevated water storage tank. If these funds are not going to be used for the storage tank, what is Council's idea of using these funds? Doesn't want to see the city sitting on these funds if they can be used.

Mayor asked Kyle to share his suggestions;
1.5 million dollars
Asked GCWA what the cost would be to put the canal under the C12 ditch.
At staff level, we discussed the extension of broadband. Run fiber from here to the City Center.
Build a lift station further east on Hwy 6. There is water but no sewer. The lift station behind City Hall was over
$800,000.00.
Dan would like to see a list come forward in the not too distant future for the Council to review.

Regular Session

Call To Order

Mayor Davison called the meeting of the Manvel City Council to order at 7:02 p.m.
Those in attendance were:

Present:	Mayor Debra Davison City Council Member Place 1 Larry Akery City Council Member Place 2 Lorraine Hehn

	City Council Member Place 3 Niccole Tyson City Council Member Place 4 Dan Davis City Council Member Place 6 Jerome Hudson
Absent:	City Council Member Place 5 Jason Albert
Also Present:	Kyle Jung, City Manager Dan Johnson, Asst City Manager/City Engineer Robert Gervais, City Attorney Tammy Bell, City Secretary Chris Thomas, Finance Director Jessica Rodriguez, Director of Development Services Keith Traylor, Chief of Police

Inspirational Reading - Council Member Dan Davis

Recognized the death of Collin Powel

Pledge

Pledge of Allegiance and Texas Pledge: "Honor the Texas flag; I pledge allegiance to thee Texas, one state under God, one and indivisible.

Citizen Comments: "Comment Card" Required

Mike Johnson - Continued issues with the sound and air pollution at Camerons auto salvage.

Ragen Valasquez - Yellow Out Campaign
Extended an invitation to everyone to attend the fundraiser this Saturday at Billy's hall off of Bailey Road.

City Manager Update

Update on current events and city issues.

Covid Numbers;
3678 total cases in Manvel up 130 from the last
update 156 confirmed case down 44 from the last
update
37 probable cases down 30 from the last update
3446 total recovered cases up 203 from the last
update 39 deaths up 1 from the last update

Update on meeting with the developers of the Belcher Property. This property was not in the Impact study. Was not anticipated that it would be developed for 5-10 years.

Regular Agenda

1. Consideration and possible action to approve Resolution 2021-R-27;
   A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, AUTHORIZING THE PURCHASE OF 57.7 ACRES OF LAND, MORE OR LESS, BEING A PART OF THE C.H. BOOTH 249 ACRE TRACT DESCRIBED IN THAT CERTAIN PARTITION DEED RECORDED IN VOLUME 591, PAGE 114, DEED RECORDED OF BRAZORIA COUNTY, TEXAS, AND BEING PART OF THE A.B.& M. SURVEY, SECTION 35, ABSTRACT 410, BRAZORIA COUNTY, TEXAS; PROVIDING THAT ALL CONTINGENCIES AND CONDITIONS FOR THE PURCHASE OF THE PROPERTY HAVE BEEN MET AND THERE IS THE PROPER APPROPRIATION IN THE BUDGET TO PURCHASE THE PROPERTY; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS ASSOCIATED WITH THE TRANSACTION.

Council Member Hudson made the motion to approve. Council Member Tyson seconded the motion.

The motion carried with a vote:

Vote:	6-0
Yes:	Mayor Debra Davison, City Council Member Place 1 Larry Akery, City Council Member Place 2 Lorraine Hehn, City Council Member Place 3 Niccole Tyson, City Council Member Place 4 Dan Davis, City Council Member Place 6 Jerome Hudson
No:	None
Absent:	City Council Member Jason Albert Place 5
Abstained:	None

2. Consideration and possible action to approve Resolution 2021-R-28;
A RESOLUTION DECLARING TWO POLICE VEHICLES AS "SURPLUS" PROPERTY; AUTHORIZING THE DONATION AND CONVEYANCE OF THE SURPLUS PROPERTY TO ANOTHER GOVERNMENTAL ENTITY; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE ANY DOCUMENTATION NEEDED TO TRANSFER THE PROPERTY; PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE.

Council Member Hudson made the motion to approve. Council Member Hehn seconded the motion.

The motion carried with a vote:

Vote:	5-1
Yes:	Mayor Debra Davison, City Council Member Place 1 Larry Akery, City Council Member Place 2 Lorraine Hehn, City Council Member Place 4 Dan Davis, City Council Member Place 6 Jerome Hudson
No:	City Council Member Place 3 Niccole Tyson
Absent:	City Council Member Jason Albert Place 5
Abstained:	None

3. Consideration and possible action to approve Resolution 2021-R-29;
A RESOLUTION DECLARING OBSOLETE TASER EQUIPMENT AS "SURPLUS" PROPERTY; AUTHORIZING THE DONATION AND CONVEYANCE OF THE SURPLUS PROPERTY TO ANOTHER GOVERNMENTAL ENTITY; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE ANY DOCUMENTATION NEEDED TO TRANSFER THE PROPERTY; PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE.

Council Member Hudson made the motion to approve. Council Member Hehn seconded the motion.

The motion carried with a vote:

Vote:	6-0
Yes:	Mayor Debra Davison, City Council Member Place 1 Larry Akery, City Council Member Place 2 Lorraine Hehn, City Council Member Place 3 Niccole Tyson, City Council Member Place 4 Dan Davis, City Council Member Place 6 Jerome Hudson
No:	None
Absent:	City Council Member Jason Albert Place 5
Abstained:	None

4. Consideration and possible action to direct staff on the following as requested by Council Member Hehn;
   a) Police Career Development Program, pay to compensate, and timing.
   b) Moving forward on park improvements at the Park on Masters Road.

Lorraine - City is in the third year of PD staff raises being increased 5% per year. It is important to compensate and address those who have stuck it out and try to be attractive to others who want to come work here. What does the Chief have in the works so the city can pursue this?
Keith- Currently, we have a starting pay and top pay but no incentive for betterment. Developing a pay scale needs to have performance tied to it so we are not just paying individuals for just showing up to work.
The performance / ranking plan will be made up of the following; Tenure, Performance, Physical Agility and Certifications.
Questions -
Dan - Over the past 3 years, how many have left the department before they hit the 4 years? With setting this at the 4 year mark, we may be behind the curve.
Can an officer move up faster than the 4 years?
Keith - No - experience years is included in the formula. If you don't have the "hands on" experience, you can't move up.
Keith - Once the salary survey is completed, the city rates should be close to the market survey. Dan - How do we pay for this $100,000.00?
Lorraine - Asked if the Chief was good with the numbers he presented? Keith - Feels like the numbers he is using will attract officers.

Kyle - Discussions on adding a program through TML that would use the next level urgent care for staff and their dependants. Also, looking at an updated service credit with TMRS. This helps retirement. The suggestion would be to do a budget amendment at the next meeting, to start in January. The funds for the budget amendment would come from the fund balance.
Council comments -
Dan - When the amendment comes before the council, he would like to see an example of what this will mean for the employee as well as for the city going forward. Also, if a budget amendment is adopted to start in January, I would like to consider making it back dated to October.
Bobby - Cannot do retroactive pay.

B) Park improvements to the park on Masters Road. Use funds in the park budget to make this park more of a public park.
Mayor - This could be adding a walking trail, adding the 7 acres that are on the other side of the fence, possibly another play set, more picnic tables, more parking.
Kyle - When you think of a park you think of parking, exercise, a restroom. The first phase should be parking. A walking trail is a relatively easy use of the property. The bathroom is going to be costly. We do not have sewer in the area, so we would have to add an aerobic system and plan for an area for the spray. The suggestion would be to create phases and what you want done in each phase so the staff can move forward with the plan.
Dan - Feels like with the growth of the city we make sure what is done now does not hinder us in the long run. It might be a good idea to re-engage the Parks Board.

5. Consideration and possible action to direct staff on the following as requested by Council Member Davis;
   a) Allocation of the ARPA Funds.
   b) Establishing a stand-alone department for the Fire Marshal's office.
   c) Salary Market Study and Employee Satisfaction Survey.

Dan
a) ARPA funds discussed during the Workshop.
b) Brought up at the last meeting. Suggests discussing this at a future meeting when Jason is able to be in attendance.

Mayor - Would like the City Manager to express what he shared with her.
Kyle - Council could create a department. Suggestion to move Code Enforcement under the PD and Health under Development Services. Would leave the Fire Marshal in a stand-alone department.
Dan - If we do the positions like this, what happens if we have someone able to do multiple jobs? Suggests seeing two separate organization charts on the next agenda.
c) Salary Survey - What progress has been made?
Chris has reached out to two companies so far and is searching for a few more. If we do this, it is not a speedy process.
Dan will tap into some of the contacts he has. Would like to have this completed to get this taken care of come in the upcoming budget season.

6. Consideration and possible action to direct staff regarding the need for city staff positions and open staff positions. (Requested by Council Member Davis).

This is a standing agenda item -
A maintenance tech started today and a water plant operator is scheduled to start in the beginning of November. City Planner started last week.

Consent Agenda

1. Approve Preliminary Plat for Meridiana Section 53;
Being a Subdivision of 14.89 acres out of the Oliver Hall Survey, A-203, consisting of 38 Lots, 4 blocks, and 5 Reserves, a plat or map thereof recorded in Brazoria County. (Forwarded with favorable recommendation by PD&Z with a 7-0 vote).

2. Approve Preliminary Plat for Meridiana Section 54A;
Being a subdivision of 8.92 acres, consisting of 21 Lots, 4 Blocks, and 3 Reserves out of the Oliver Hall Survey, A-203, City of Manvel, Brazoria County, Texas. (Forwarded with favorable recommendation by PD&Z with a 7-0 vote).

3. Approve Preliminary Plat for Brazoria County Municipal Utility District No. 56 Water Plant Replat No. 1 and Extension Preliminary Plat;
being a subdivision of 4.83 acres, consisting of 1 Block and 2 Reserves out of the Oliver Hall Survey, A-203, also being a replat of Brazoria County Municipal Utility District No. 56 Water Plant, a plat recorded at Brazoria County Clerk File No. 202004954 City of Manvel, Brazoria County, Texas. (Forwarded with favorable recommendation by PD&Z with a 7-0 vote).

4. Approve Final Plat for Meridiana Section 50, being a subdivision of 22.47 acres out of the H.T. & B.R.R. Co. Survey, Section 55, A-286, City of Manvel, Brazoria County, Texas. (Forwarded with favorable recommendation by PD&Z with a 7-0 vote).

5. Approve Preliminary Plat for Meridiana Detention Reserve M-2, being a subdivision of 4.58 acres out of the Oliver Hall Survey, A-203, and the H.T. & B.R.R. Co. Survey, A-282, City of Manvel, Brazoria County, Texas. (Forwarded with favorable recommendation by PD&Z with a 7-0 vote).

6. Approve the second and final reading of Ordinance 2021-O-16;

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF 3.2177 ACRES LOCATED AT 6407 MASTERS ROAD, MANVEL, TEXAS, FROM HIGHWAY MIXED USE DISTRICT (HMU) TO HIGHWAY MIXED-USE DISTRICT WITH SPECIFIC USE PERMIT (HMU-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 493110 "GENERAL WAREHOUSING AND STORAGE"; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF. (Forwarded with favorable recommendation by PD&Z)

7. Acceptance of infrastructure improvements to begin the One Year Maintenance Period for the following;
   a) Meridiana Section 27
   b) Meridiana Pond Q Phase 2
   c) Meridiana Ponds Q, R, S, and 9
   d) Meridiana Detention Basin SH 6 Phase 2

8. Acceptance of the Meeting Minutes to date.

Council Member Hehn made the motion to approve the consent agenda. Council Member Hudson seconded the motion.

The motion carried with a vote:
Vote:
Yes: Mayor Debra Davison, City Council Member Place 1 Larry Akery, City Council Member Place 2 Lorraine Hehn, City Council Member Place 3 Niccole Tyson, City Council Member Place 4 Dan Davis, City Council Member Place 6 Jerome Hudson
No: None
Absent: City Council Member Jason Albert Place 5
Abstained: None

Mayor and Council Comments

None

Adjourn

Council Member Davis made the motion to adjourn. Council Member Hudson seconded the motion.

The motion carried with a vote:
Vote: 6-0
Yes: Mayor Debra Davison, City Council Member Place 1 Larry Akery, City Council Member Place 2 Lorraine Hehn, City Council Member Place 3 Niccole Tyson, City Council Member Place 4 Dan Davis, City Council Member Place 6 Jerome Hudson
No: None
Absent: City Council Member Jason Albert
Place 5 Abstained: None

The meeting adjourned at 8:28 p.m.

CERTIFICATION

DEBRA DAVISON, MAYOR
CITY OF MANVEL, TEXAS

TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS