

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



LARRY AKERY, COUNCIL PLACE 1
LORRAINE HEHN, COUNCIL PLACE 2
HARRY OPLIGER, COUNCIL PLACE 3
ED PERRY, COUNCIL PLACE 4
CRYSTAL SARMIENTO, COUNCIL PLACE 5
JEROME HUDSON, COUNCIL PLACE 6

DAN DAVIS, MAYOR
KYLE JUNG, CITY MANAGER
TAMMY BELL, CITY SECRETARY

MINUTES 6/5/2023

Workshop Session -5:00 p.m.

Mayor Davis called the workshop of the Manvel City Council to order at 5:00 p.m. Those in attendance were:

Present: Mayor Dan Davis
City Councilmember Place 1 Larry Akery
City Councilmember Place 3 Harry Opliger
City Councilmember Place 4 Ed Perry
City Councilmember Place 5 Crystal Sarmiento
City Councilmember Place 6 Jerome Hudson

Absent: City Councilmember Place 2 Lorraine Hehn

Also Present: Kyle Jung, City Manager
Daniel Johnson, Assistant City Manager/City Engineer
Robert Gervais, City Attorney
Tammy Bell, City Secretary
Keith Traylor, Chief of Police
Jessica Rodriguez, Director of Development Services
Brooke Cyphers, Public Information Officer
Joe Murray, Fire Marshal
Jose Abraham, City Planner

Budget Discussion:

- *Discussion on target tax rate, areas of focus, desired programs, preferred purchases, debt tolerance, etc.
- *Update from staff, identifying department needs

Kyle Jung, City Manager - update on property values; estimated value is at \$2,171,195,012, up 1.4 billion from last year

Councilmember Opliger would like to see a budget focus on paving, striping, police pay (possibly a 6% increase), benefits for family coverage, equipment allowance, and library.

Councilmember Perry would like a realistic survey done to see what it is that the citizens of Manvel want. Review historical data and rate of growth to see what would be best to include in the survey.

Councilmember Sarmiento wants to help and not only wants to hear from the community, but from staff as well.

Mayor Davis directs Councilmember Perry and Councilmember Sarmiento to work with Kyle and Brooke to come up with a plan of action on this.

Kyle shares that the Council needs to provide the list of what they want in the budget sooner, rather than later, and strongly advises against waiting for survey data to come back.

Mayor Davis wants to place a theme on each budget cycle. He suggests this year as Back to the Basics. Shares that we need to be able to fund our essential services and that we're able to do the simple things in excellence and focus on the details.

He wants each department head to give a 15-minute budget presentation at the next meetings during workshop and then be available for questions after.

Mayor Davis does not want a tax increase this year. Wants a budget Town Hall in September. Suggests a homestead exemption increase as one possible avenue.

Councilmember Perry would like us to take an opportunity to educate the citizens on where exactly their taxes are going, i.e. what percentage goes to what entities.

Mayor Davis stresses the importance of seeing things from staff's perspective.

Discussion on any subject listed on the agenda dated June 5, 2023.

General Discussion on agenda items:

Agenda Items 1,3, 4, 5, 6, 7

Kyle - item #1 - with 35 million debt issuance, this would take the revenue, account for it, then move it into the capital projects fund.

Additionally, the City Attorney has worked on reselling temporary water which will offset cost to BWA. In 2029 we will start needing surface water, so in the meantime, we can sell it.

Kyle shares that Judge Culling would like to hit his 50-year mark of being a judge despite retiring, so that is how they came up with the emeritus idea. He will be here a couple times a month to meet with people who have received citations.

Mayor Davis adjourned the workshop at 5:45 p.m.

Regular Session - 6:00 p.m.

Call To Order

Mayor Davison called the meeting of the Manvel City Council to order at 6:00 p.m. Those in attendance were:

Present: Mayor Dan Davis
City Councilmember Place 1 Larry Akery
City Councilmember Place 3 Harry Opliger
City Councilmember Place 4 Ed Perry
City Councilmember Place 5 Crystal Sarmiento
City Councilmember Place 6 Jerome Hudson

Absent: City Councilmember Place 2 Lorraine Hehn

Also Present: Kyle Jung, City Manager
Daniel Johnson, Assistant City Manager/City Engineer
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Keith Traylor, Chief of Police
Jessica Rodriguez, Director of Development Services
Brooke Cyphers, Public Information Officer
Joe Murray, Fire Marshal
Jose Abraham, City Planner

Invocation – Pastor Jason Lee from the Church on Masters Road

Inspirational Reading - Council Member Hudson

Pledge

Presentations

Proclamations

Juneteenth - June 19th

Public Comments: "Comment Card" Required

Robina Spruill - In regards to a photo of Mayor Davis and Council Elect Lands, very disappointed and hopes that that was not a sign of what is to come in the future. A mayor should not be endorsing someone before the election is over.

City Manager Update

Election Day for runoff is Saturday, June 10th.

Police Department is working to put on the Teen Citizen's Police Academy. June 19-23 from 8 am to 12 pm. Anyone 9-12th grade can sign up.

Consent Agenda

- A. Acceptance of infrastructure improvements for Pursley Boulevard Phase 4 and 5 to begin the two-year maintenance period.
- B. Approve Resolution 2023-R-12;
A RESOLUTION OF THE CITY OF MANVEL, TEXAS, ADOPTING RULES OF PROCEDURE FOR MEETINGS OF THE CITY COUNCIL; PROVIDING THAT ALL OTHER RESOLUTIONS INCONSISTENT OR IN CONFLICT HEREWITH ARE HEREBY REPEALED.
- C. Approve Resolution 2023-R-13;
A RESOLUTION UPDATING THE SIGNATURE CARDS DESIGNATING CITY OFFICIALS AS SIGNATORIES AT FIRST STATE BANK FOR THE CITY'S BANK ACCOUNTS; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.
- D. Acceptance of Meeting Minutes to date.

Councilmember Hudson made the motion to approve. Councilmember Sarmiento seconded the motion.

The motion carried with a vote: 6/0

June 5, 2023 MANVEL CITY COUNCIL MEETING MINUTES

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 3 Harry Opliger
No: None
Absent: City Councilmember Place 2 Lorraine Hehn
Abstained: None

Regular Agenda

*Items 3, 4, and 5 were voting on at the beginning of the Regular Agenda.

1. Consideration and possible action on Ordinance 2023-O-20;

An Ordinance amending the Fiscal Year 2023 Budget ending September 30, 2023.

AN ORDINANCE AMENDING ORDINANCE NO. 2022-O-24 AMENDING THE CITY FISCAL YEAR 2023 BUDGET ENDING SEPTEMBER 30, 2023, BY AMENDING THE CAPITAL PROJECTS FUND BUDGET TO ACCOUNT FOR BOND PROCEEDS AND UPDATES TO VARIOUS CAPITAL PROJECT LINE ITEMS. DIRECTING THE BUDGET OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE AMENDED BUDGET WITH THE CITY SECRETARY AND WITH THE OFFICE OF THE BRAZORIA COUNTY CLERK AND PROVIDING THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

Councilmember Perry made the motion to approve. Councilmember Hudson seconded the motion.

The motion carried with a vote: 6/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 3 Harry Opliger
No: None
Absent: City Councilmember Place 2 Lorraine Hehn
Abstained: None

2. Consideration and possible action to direct staff on a budget amendment transferring \$400,000.00 out of the fund balance into the general fund.

Councilmember Akery made the motion to move the funds to the Jordan Detention Project. Councilmember Opliger seconded the motion.

The motion FAILED with a vote: 3/3

Yes: City Councilmember Place 1 Larry Akery, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 3 Harry Opliger
No: Mayor Dan Davis, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento
Absent: City Councilmember Place 2 Lorraine Hehn
Abstained: None

Mayor Davis shares that more than 50% of our hourly employees are not making a livable wage and wants to allocate the funds to get the employee's pay where it needs to be.

Kyle reminds council that this money is one-time money and by increasing salaries, that's something you're going to have to account for moving forward.

Councilmember Perry has a concern that by draining the fund and putting it in an area we can't sustain, it could potentially have an impact on our credit rating.

Mayor Davis desires us to do something. We need to invest in our people. They're our most

important asset. Agrees that we need to consider the full impact of this. Asks Council to consider what they would like this to be allocated towards, whether drainage or employee pay, and for a decision to be made at the next meeting.

Councilmember Opliger thinks the best opportunity is to start moving dirt on the detention project.

Councilmember Sarmiento wants more data to support making a decision.

Councilmember Perry stresses being careful with taking surpluses and allocating it.

Councilmember Hudson says moving the money over once for increasing salaries will not solve the problem.

Councilmember Akery says the drainage project is stalled and the drainage district has pulled out on help and now it's up to us. People forget drainage projects when it's dry.

Mayor Davis understands that it's not a one-time allocation. It's a commitment that these funds will be used and then allocated appropriately moving forward. It's about taking action now. Asks staff to look into how we can address drainage and salaries and present facts at the next meeting.

3. Consideration and possible action to appoint Catherine Samaan as Presiding Judge of the Municipal Court for a term of 3 years.
4. Consideration and possible action to appoint Syed Imam and Pat Monks as Associate Judges of the Municipal Court for a term of 3 years.
5. Consideration and possible action to appoint Michael Culling as Emeritus Judge of the Municipal Court for a term of 3 years.

Councilmember Opliger made the motion to approve items 3, 4, and 5. Councilmember Hudson seconded the motion.

The motion carried with a vote: 5/0 with 1 abstention

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 3 Harry Opliger

No: None

Absent: City Councilmember Place 2 Lorraine Hehn

Abstained: City Councilmember Place 4 Ed Perry

6. Discussion on the following;
 - A) Scheduling community listening sessions over a 6-month period from June 2023 to December 2023.
 - B) Current city boards and the creation of new boards/committees to include but not limited to;
 - *Business Advisory Committee
 - *Development Advisory Committee
 - *Parks & Recreation Board
 - *Events

Discussion on 6a

Mayor Davis would like feedback and have community meetings taken to the community. Councilmember Hudson - Where would these be?

Mayor Davis - We would have to identify the locations. Churches, HOAs, etc.

Councilmember Perry - Concerns about effectively getting the word out. What is the plan to effectively get this information out?

Councilmember Sarmiento - Loves the idea. If the listening sessions are created, then all the council can do is just show up and know we have done our best.

Councilmember Hudson - On board with the idea.

Councilmember Opliger - Are we just talking about a town hall? Mayor - Similar to that but more of an opportunity to hear from the community. Councilmember Opliger is in favor if the

presentation is the same across the board. This would need to be standardized.

Councilmember Sarmiento - Why not approach this where we can ask all the residents if they want to "opt in" to increase engagement?

Brooke - We have a generous online presence. We send out notices in utility bills, publish in the paper, and mailings. Identify what means they feel are most effective and what makes sense economically.

Tammy Bell - Shares that citizens can subscribe to the calendar as well as Blackboard Connect.

6b

Capital improvement advisory committee - 26 capital projects being managed. We need a more involved and engaged group in the community and the council needs to be given more updates.

Business Advisory Committee - Local business owners

A Development Advisory Committee would review city codes/ordinances, and health codes.

Parks and Rec- Need to take a comprehensive look at parks.

Events - Bringing in outside community to help with events.

Councilmember Perry - Important with the growth, we should have a diversity, equity and inclusion board.

Councilmember Opliger - We need to have these in the charter with guidelines that define the roles and responsibilities for each of these committees.

Council will work with staff to form the committees.

Crystal - Loves the business advisory board and parks and recreation board. I would like to see the business advisory committee be a board where new businesses wanting to come to Manvel can get assistance on what they need to do to do business here. Wants to build trust.

Mayor Davis - Over the next two weeks, elected officials get with the City Manager to sort through this who will then get with the City Secretary.

7. Update from the City Staff on the following:

- *Library Leasing Space
- *Street Maintenance Program
- *Sign Ordinance

Library Space -

Kyle provided an update.

Councilmember Perry - Could the library staff provide input on what the needs are?

Librarian Carolynn - The majority of the space would be used as meeting space. The current meeting space is too small. This would allow access for meetings after hours. Would also like to increase the children's book area and expand the student programs and could have more space.

Councilmember Sarmiento - If we are able to make this extra space happen, how much space is needed?

Would the space be used year around?

Councilmember Opliger - Library has been a leading facility in the community. It is a cornerstone for the community. Anything we can do to enhance the library he is in.

Mayor Davis requests time to work with the library and city staff to come up with something. Kyle - If the library is a priority to council, why not go and build something?

Councilmember Sarmiento - Agrees with the City Manager. Would like to see what it would take to build a library? What are the numbers?

Councilmember Perry - In many cases, it is more fiscally responsible to build a facility over continuing to try to retrofit.

Will be discussed in more detail - possibly have a conversation with the county, since this is a county library housed in Manvel.

Street Maintenance Program

Daniel Johnson - The city consulted with Fugro last year to complete a comprehensive plan. A pavement condition index was put together. The average road ranking was 45. One option would be to get all roads up to a good level at an estimated cost of \$35,000,000.00. To get the roads into a fair status, it would be approximately \$2,000,000 per year over 5 years. This would be a great place to spend funds.

Councilmember Perry - Can we put something out that summarizes what streets the city is responsible for, the county is responsible for, TXDOT, etc.

Daniel Johnson - Staff could create a GIS layer showing this.

Councilmember Sarmiento - Asks for clarification between the 35 million- and 2-million-dollar difference.

Daniel Johnson - That was a strategy to try to methodically bring the roads at least up to fair status and an easier amount to try to sell to Council.

Kyle Jung - The most frequently used and worst condition would take priority.

Mayor Davis - To maintain the status quo is \$440,000. With that, would like to know what streets are going to be done when asked to budget dollars. We need to get ahead of what we're doing and when we're doing it.

Kyle Jung - We're trying to use the money in the right way. It's just expensive. Even just to do asphalt. This is where Council priority comes in. If you want us to pave a road, then tell us and we'll do it.

Mayor Davis - Encourages Council to read through the street maintenance program leading up to budget and also need to apply pressure to the County to catch up on their end.

Sign Ordinance - "attention getting device"

Mayor Davis - Aug 18, 2022, the first conversation came up from Council Member Tyson. March 6, 2023 Councilmember Albert brought this up

In April, Council member Albert asked for an update and it was stated that Jessica was working on it. Why has it taken 3 months after council gave clear directions?

Kyle Jung - Says that staff doesn't have any additional changes or suggestions. If Council wants changes, then we can make them and approve them at the next Council meeting.

Mayor Davis - Was the definition for attention getting device drafted by staff or through another city?

Jessica Rodriguez- These were defined through another ordinance and staff. Reached out to previous boss and staff.

Mayor Davis - Signs are meant to get your attention. He would like to see a proposal come to the next meeting to repeal the definition from the sign ordinance.

Councilmember Perry - What is the goal we are trying to achieve? One concern brought out was safety. Another concern was declining property values from unsightly signs.

Councilmember Sarmiento - Signs are designed to attract people. Businesses need to be able to advertise. Businesses are being hurt. Why was this specific device deemed unacceptable? Council needs to know the logic and data behind why we don't allow attention getting signs.

Councilmember Perry - Still wonders about the concern that was raised about restrictions or time limits, rather than completely allowing them.

Jessica Rodriguez - For clarification, this wasn't allowed before under the definition of wind signs. This wasn't just brought up in 2022. Staff would be open to bringing something back to council for signs on a temporary basis for new businesses. It was her understanding that Council did not want to see Manvel to look like some of the other cities that are littered with signs.

Business Owner - Clint Weekley

Shared the history of going back and forth with staff and code enforcement on their wacky waving inflatable tube man, Willy. Still trying to figure out the "Celebration" exception to the sign ordinance.

Mayor Davis - Clarification of celebration in the ordinance
Expand the allowances in the ordinance
See the repeal of the definition of attention-getting devices

Crystal - Allow attention getting signs within a boundary. Would like to see something fair that allows businesses to advertise but also protects the community from looking ugly.

Councilmember Perry - Has concerns with this pending case with the Weekley's that has not been resolved. This needs to be resolved.

Mayor Davis - Wind devices was a suitable definition previously. All device signs are meant to be attention getting. By striking that, reverting back to wind devices, by clarifying celebration, by expanding some of the allowances, that keeps the guardlanes on the bowling lane.

Kyle Jung - it needs to be removed from the prohibited sign list, not just striking the attention getting definition.

Jessica Rodriguez - Suggests to council that they need to permit it, and then place the requirements and parameters around it.

Suggestion is for staff to bring back bullet points for discussion by the next council meeting.

Executive Session

City Council will convene into Executive Session pursuant to Texas Government Code, Sec. 551.074. "Personnel Matters - to deliberate the appointment, employment, evaluation, and duties of a public officer or employee".

Kyle J. Jung, City Manager

Mayor Dan Davis convened the meeting into Executive Session at 8:16 p.m.

Mayor Dan Davis reconvened the meeting out of Executive Session at 10:18 p.m.

No action was taken.

Mayor and Council Comments

Adjourn

Councilmember Ed Perry made the motion to adjourn the meeting at 10:19 p.m. Councilmember Hudson seconded the motion.

The motion carried with a vote: 5/0

Yes: Mayor Dan Davis, City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 3 Harry Opliger

No: None

Absent: City Councilmember Place 1 Larry Akery, City Councilmember Place 2 Lorraine Hehn

Abstained: None

CERTIFICATION


TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS


DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

