

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



LARRY AKERY, COUNCIL PLACE 1
DAVID LANDS, 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
DAN JOHNSON, INTERIM CITY MANAGER
TAMMY BELL, CITY SECRETARY

MINUTES 7/3/2023

Workshop Session

Mayor Dan 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 2 David Lands
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: None

Also Present: Dan Johnson, Interim City Manager
Robert Gervais, City Attorney
Tammy Bell, City Secretary
Keith Traylor, Chief of Police
Jessica Rodriguez, Director of Development Services
Jose Abraham, City Planner
Robbie Hall, Community Services Superintendent
Ray Word, Community Services Utilities Superintendent
Joe Murray, Fire Marshal
Rosa Donaire, Finance Manager
Brooke Cyphers, Public Information Officer

Discussion on FY 2023-2024 Budget

Budget presentation by Community Services

Budget presentation by the Fire Marshal

Discussion on any subject listed on the agenda dated July 3, 2023

Robbie Hall, Community Services, provided an outline of the needs of the department. Personnel & Equipment -

4 Maintenance Techs at \$33,000/year

Trailer Jetter at \$85,000, Street Sweeper at \$300,000

Pavement Improvement Plan Year 1 - Anticipated cost \$400,000

Ray Word, Community Services, provided an outline of the needs of the department. Personnel & Equipment -

2 Utility Techs at \$38,500/year

Hydraulic Breaker at \$8,000, Valve Operator Kits at \$3,500, Hydrants & Parts at \$18,900, Storz Caps at \$22,000

Chemicals, Labs, Sludge Haul -

Chemicals at \$25,000, Lab Expenses at \$17,000, Hauling at \$85,000

Joe Murray, Fire Marshal provided an overview of what the Fire Marshal's office does and an outline of the needs of the department.

Staffing needs -

Deputy Fire Marshal (would involve an additional vehicle) and an Administrative Assistant

\$600 uniform allowance

Raise Deputy Fire Marshal salary range from \$60,000 to \$70,000 to \$70,000 to \$80,000 Possible salary adjustments through certifications and education pay, or a step program

Mayor Davis adjourned the workshop at 6:11 pm

Regular Session

Call To Order

Mayor Dan Davis called the meeting of the Manvel City Council to order at 6:11 p.m.

Those in attendance were:

Present:

Mayor Dan Davis

City Councilmember Place 1 Larry Akery

City Councilmember Place 2 David Lands

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:

None

Also Present:

Dan Johnson, Interim City Manager

Robert Gervais, City Attorney

Tammy Bell, City Secretary

Keith Traylor, Chief of Police

Jessica Rodriguez, Director of Development Services

Jose Abraham, City Planner

Robbie Hall, Community Services Superintendent

Ray Word, Community Services Utilities Superintendent

Joe Murray Fire Marshal

Rosa Donaire, Finance Manager

Brooke Cyphers, Public Information officer

Invocation

Inspirational Reading - Councilmember Lands

Pledge

Presentations

Public Hearing

1. PUBLIC HEARING CANCELED.

THE APPLICANT REQUESTED THAT THE PLANNING DEVELOPMENT AND ZONING COMMISSION TABLE THE ITEM DUE TO THE OUTPOURING OF COMMENTS AGAINST THE PROPOSED DEVELOPMENT.

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING ORDINANCE NO. 2020-O-14, BEING THE ORDINANCE PERTAINING TO ZONING AND DEVELOPMENT RELATED PROVISIONS AND REQUIREMENTS FOR DEL BELLO LAKES PLANNED UNIT DEVELOPMENT (PUD) TO (1) AUTHORIZE NAICS USE CODE 447110 "GASOLINE STATIONS WITH CONVENIENCE STORES" AND (2) AMEND SIGNAGE RELATED PROVISIONS; FOR A PROPERTY LOCATED AT THE NORTHWEST CORNER OF DEL BELLO BOULEVARD AND CEDAR CREEK LANE INTERSECTION; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

2. TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, FINDING AND DETERMINING THAT PUBLIC CONVENIENCE AND NECESSITY NO LONGER REQUIRE THE CONTINUED EXISTENCE OF A PORTION OF A 40' WIDE RIGHT-OF-WAY BEING APPROXIMATELY 1.086 ACRES GENERALLY LOCATED SOUTH OF RODEO PALMS RESIDENTIAL DEVELOPMENT AND NORTH OF MANVEL TOWN CENTER. IDENTIFIED IN VOLUME 2, PAGE 81 IN THE PLAT RECORDS OF BRAZORIA COUNTY, WITHIN THE EMIGRATION LAND COMPANY SUBDIVISION OF THE H.T.&B.R.R. CO. SURVEY, ABSTRACT 47; OF THE BRAZORIA COUNTY PLAT RECORDS IN BRAZORIA COUNTY, TEXAS, ABANDONING, AND CLOSING SAID PUBLIC UNIMPROVED RIGHT-OF-WAY; AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST, RESPECTIVELY, QUITCLAIM DEEDS CONVEYING RESPECTIVE INTERESTS IN SAID ABANDONED RIGHT-OF-WAY TO THE ABUTTING PROPERTY OWNER(S); PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

Opened at 6:15 p.m.

1st call for comments - None

2nd call for comments - None

3rd call for comments - None

Closed at 6:15 p.m.

Public Comments: "Comment Card" Required

Adrian Gaspar -

Feels that Dan Johnson will make a good City Manager for the city.

Also request the council look at the current fee schedule. Especially the fill dirt fees. These fees are too high.

City Manager Update

Various meetings have taken place over the last two weeks.

Upcoming meetings - Chamber, AISD, and C&R 3

Request to have 2 special council meetings to discuss the budget 1 hour before the PD&Z Meetings.

Positions - we have 98 funded positions with 9 openings.

GIS layer to see who maintains which roads is now up and running on the City GIS mapping.

Sign Ordinance - was supposed to be on the agenda this evening, but it is not ready yet. Staff will be meeting later this week to get this ready for the next Council Meeting.

Burn ban - watching the KBDI and the County to see if a burn ban will be needed.

Consent Agenda

1. Approve meeting minutes to date.
2. Approve second and final reading of Ordinance No. 2023-O-19;
An ordinance amending the zoning classification of 0.8616 acres located at 7218 North Masters Road, Manvel, Texas, from Light Commercial District (LC) to Light Commercial District with Specific Use Permit (LC-SUP) to authorize the existing use of property for 621210 "Offices of Dentists";
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF 0.8616 ACRES LOCATED AT 7218 NORTH MASTERS ROAD, MANVEL, TEXAS, FROM LIGHT COMMERCIAL DISTRICT (LC) TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE EXISTING USE OF PROPERTY FOR 621210 "OFFICES OF DENTISTS"; 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 6/0)
3. Acceptance of infrastructure improvements for Skyway Towers to begin the two-year maintenance period.

Councilmember Jerome Hudson made the motion to approve the Consent Agenda. Councilmember Harry Opliger seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

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".

Dan Johnson, Assistant City Manager

Mayor Dan Davis convened the meeting into Executive Session at 6:28 p.m.

Mayor Dan Davis reconvened the meeting out of Executive Session at 7:18 p.m.

No action taken.

Regular Agenda

1. Consideration and possible action to approve an Interim City Manager Employment Agreement between City of Manvel and Daniel S. Johnson, P.E., CFM.

Councilmember Harry Opliger made the motion to approve. Councilmember Jerome Hudson seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

2. Update by Waste Connections on the CPI-U rate adjustment. (CPI-U rate adjustment notice was included on the 5/15/23 consent agenda)

Kyle Jacob, Comptroller and Zack Ryan, District Manager from Waste Connections -

Invoicing 15 days in advance

Rate adjustment of 4%, initially notified the city it was going to be 8%

Forego a 1% fuel adjustment

3. Consideration and possible action to approve the first of two readings of Ordinance 2023-O-23; An ordinance abandoning a portion of a 40' right-of-way as requested by Foxtail Sky, LLC.

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, FINDING AND DETERMINING THAT PUBLIC CONVENIENCE AND NECESSITY NO LONGER REQUIRE THE CONTINUED EXISTENCE OF A PORTION OF A 40' WIDE RIGHT-OF-WAY BEING APPROXIMATELY 1.086 ACRES GENERALLY LOCATED SOUTH OF RODEO PALMS RESIDENTIAL DEVELOPMENT AND NORTH OF MANVEL TOWN CENTER. IDENTIFIED IN VOLUME 2, PAGE 81 IN THE PLAT RECORDS OF BRAZORIA COUNTY, WITHIN THE EMIGRATION LAND COMPANY SUBDIVISION OF THE H.T.&B.R.R. CO. SURVEY, ABSTRACT 47; OF THE BRAZORIA COUNTY PLAT RECORDS IN BRAZORIA COUNTY, TEXAS, ABANDONING, AND CLOSING SAID PUBLIC UNIMPROVED RIGHT-OF-WAY; AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST, RESPECTIVELY, QUITCLAIM DEEDS CONVEYING RESPECTIVE INTERESTS IN SAID ABANDONED RIGHT-OF-WAY TO THE ABUTTING PROPERTY OWNER(S); PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

(Forwarded with favorable recommendation by PD&Z 6/0)

Jose Abraham, City Planner - staff is recommending approval.

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

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

4. Consideration and possible action to award bid items for the Gardens at Croix Park Phase 1 to Landscape Art.

Dan Johnson - got with the number one ranked, they said that we can do this in two phases so that it can fit within the budget.

Total is around \$400,000. Asking Council to approve Phase 1.

Councilmember Jerome Hudson made the motion to approve. Councilmember Harry Opliger seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

5. Consideration and possible action to approve Resolution 2023-R-15;
A RESOLUTION OF THE CITY OF MANVEL, TEXAS CREATING THE DEVELOPMENT ADVISORY TASK FORCE.
6. Consideration and possible action to approve Resolution 2023-R-16;
A RESOLUTION OF THE CITY OF MANVEL, TEXAS CREATING THE BUSINESS ADVISORY TASK FORCE.

Mayor Dan Davis made the motion to approve agenda items 5 and 6. Councilmember Crystal Sarmiento seconded the motion.

The motion carried with a vote: 6/1

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: City Councilmember Place 3 Harry Opliger

Absent: None

Abstained: None

7. Consideration and possible action to approve Resolution 2023-R-17;
A RESOLUTION OF THE CITY OF MANVEL, TEXAS REVISING THE CAPITAL IMPROVEMENT ADVISORY COMMITTEE.

Mayor Dan Davis made the motion to approve 2023-R-17 with the committee being independent from the Planning, Development, and Zoning Commission and that three of the five members be required to reside within the City of Manvel. Councilmember Crystal Sarmiento seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

8. Consideration and possible action to approve Resolution 2023-R-18;
A RESOLUTION DESIGNATING A REPRESENTATIVE AND AN ALTERNATE TO THE
HOUSTON-GALVESTON AREA COUNCIL 2023 GENERAL ASSEMBLY.

Mayor Dan Davis made the motion to approve. Councilmember Jerome Hudson seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

9. Consideration and possible action to award the contract for Debris Management and Removal Services (RFP#2023-03-002) to Crowder Gulf as the primary provider and DRC as an alternate provider and authorize the Interim City Manager to negotiate the terms of the agreement and execute the contract documents.

Councilmember Jerome Hudson made the motion to approve. Councilmember Harry Opliger seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

10. Consideration and possible action to award the contract for Emergency Debris Monitoring Services (RFP#2023-03-001) to Debris Tech and authorize the Interim City Manager to negotiate the terms of the agreement and execute the contract documents.

Councilmember Harry Opliger made the motion to approve. Councilmember Ed Perry seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

11. Consideration and possible action to approve a third-party company to provide professional executive search services for the City Manager position and authorize the Interim City Manager to execute the agreement.

Chad Dumont, HR Manager -

Overviewed third party executive search firms. SGR was overwhelmingly recommended. Another recommendation was Clear Career Professionals.

SGR fee \$26,650 to \$27,400

CCP fee fixed fee of \$17,000

The other option is to handle it in-house.

David Lands - asks Chad what his feelings are around it. Chad answers that in-house will be very time-consuming and this process will coincide with benefits season.

Crystal Sarmiento - would like to start off in-house and if it becomes burdensome, then we, at that point, execute and move forward with a search firm.

Councilmember Crystal Sarmiento made the motion to direct the HR Manager to conduct the search in-house. Councilmember David Lands seconded the motion.

The motion carried with a vote: 5/2

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry

Absent: None

Abstained: None

12. Consideration and possible action to appoint Finance Manager, Rosa Donaire to the TIRZ 3 Board Position #4 and the SMDA Board Position #4.

Councilmember Ed Perry made the motion to approve. Councilmember Harry Opliger seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

13. Update/Presentation by Brooke Cyphers on community-involved strategic planning.

Brooke Cyphers, Public Information Officer, gives a presentation on a community-involved strategic plan for the City.

The strategic plan through a consulting company or doing it in-house.

Mayor Dan Davis wants to see the costs involved and understanding what the execution of this would look like.

Dan Johnson - this would be a precursor to the comprehensive plan to help bring into focus what the community wants.

Brooke shared that in her previous city, the cost was \$120,000. This was for a twenty-year plan, with part of that plan being to reconvene every couple of years.

Crystal Sarmiento would like to start smaller to see what the participation is before spending over \$100,000.

Mayor Dan Davis asks Brooke to circle back with Dan Johnson and see what the costs look like and what it would entail and how we can partner with other entities like the Chamber and EDC, then come back to Council with more information.

14. Consideration and possible action to direct staff on the naming of facilities.

Dan Johnson shares the suggested names -

Akery Pond, Lake, or Park for the detention pond

Former Mayor Delores Martin for the CR 58 Sandpit. Tammy Bell shares the history of Delores' ties to that property.

The third is for the 20-acre future park in Meridiana, proposed to be named for former Councilmember Buddy Williams.

Dan Johnson - if the Council is amenable to this, we can bring forth resolutions for it and invite the people and/or their families to attend the meeting.

Mayor and Council Comments

Mayor Dan Davis acknowledges staff work anniversaries.

Adjourn

Mayor Dan Davis made the motion to adjourn the meeting at 8:49 p.m. Councilmember Jerome Hudson seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

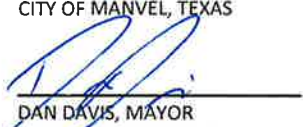
No: None

Absent: None

Abstained: None

CERTIFICATION


TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS


DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

