

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 7/17/2023

Workshop Session

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 2 David Lands
City Councilmember Place 3 Harry Opliger
City Councilmember Place 5 Crystal Sarmiento
City Councilmember Place 6 Jerome Hudson

Absent: City Councilmember Place 4 Ed Perry

Also Present: Dan Johnson, Interim City Manager/City Engineer
Robert Gervais, City Attorney
Keith Traylor, Chief of Police
Tammy Bell, City Secretary
Jessica Rodriguez, Director of Development Services
Jose Abraham, City Planner
Adewale Taiwo, Capital Projects Manager
Chad Dumont, HR Manager
Joe Murray, Fire Marshal
Rosa Donaire, Finance Manager
Brooke Cyphers, Public Information Officer

Discussion on FY 2023-2024 Budget

- *Staff Department Presentations
- *Discussion on Thoroughfare Plan (Councilmember Lands)
- *Discussion on Budget and Tax Calendar

Discussion on any subject listed on the agenda dated July 17, 2023

Staff Presentations:

Development Services - Jessica Rodriguez

Budget Proposal:

- Salaries; Requesting 3 new positions - Building Official at \$94,944/annually, Construction Manager at \$52,000/annually, and Permit Specialist at \$49,920/annually
- Office Expenses; Requesting increase to \$6,500
- Minor Tools & Equipment; Requesting increase to \$15,000
- Computer Maintenance/Support; Requesting increase to \$66,279
- Training & Travel; Requesting increase to \$8,000
- Mileage; Requesting increase to \$250
- Vehicle Repair/Replacement Fees; Requesting increase to \$7,500

Mayor Davis asks Jessica to look into getting customer feedback from citizens/developers who have worked with BBG.

Asks Dan Johnson to work with Finance to clarify budget line-item terminology for the vehicle repair/replacement fund so it is clearer.

Capital Improvements - Adewale Taiwo, Capital Projects Manager

Provided an overview of Capital Projects

Unfunded new projects: Hydrant and Valve Study, Newport Blvd (new turn lane into subdivision)

Mayor Davis suggests being ahead of the curve by looking into a tracking software within the next 2 to 3 years.

Adjourned at 6:00 p.m.

Regular Session

Call To Order

Mayor Davis called the meeting of the Manvel City Council to order at 6:09 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 5 Crystal Sarmiento
City Councilmember Place 6 Jerome Hudson

Absent: City Councilmember Place 4 Ed Perry

Also Present: Dan Johnson, Interim City Manager/City Engineer
Robert Gervais, City Attorney
Keith Traylor, Chief of Police
Tammy Bell, City Secretary
Jessica Rodriguez, Director of Development Services
Jose Abraham, City Planner
Adewale Taiwo, Capital Projects Manager
Chad Dumont, HR Manager
Joe Murray, Fire Marshal
Rosa Donaire, Finance Manager
Brooke Cyphers, Public Information Officer

Invocation

Pastor Bryan Leatherwood

Inspirational Reading - Councilmember Opliger

Pledge

Public Comments: "Comment Card" Required

Councilmember Sarmiento read comment from Clint Weekley.

Stephanie Tanner, District Director for Senator Maes Middleton presented Certificate of Recognition for Mayor Dan Davis being the youngest Mayor in Manvel history.

City Manager Update

Met with Chamber last week to collaborate on groundbreakings, ribbon cuttings, etc.

Will be sending out certificate of occupancy reports to the Chamber weekly.

Succession planning meetings taking place.

Working on meetings with Alvin ISD and C&R3.

89 of 98 positions filled.

Take home vehicle policy procedure has been created. Mostly pertains to Police and Public Works.

Looking into averaging out wastewater charges.

Meridiana Wastewater Treatment Plant is done.

Consent Agenda

1. Approve meeting minutes to date.
2. Approve the second and final reading of Ordinance 2023-O-23;
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)
3. Acceptance of infrastructure improvements for Meridiana Wastewater Treatment Plant to begin the two-year maintenance period.
4. Acceptance of infrastructure improvements for Pomona Lake D Phase 4 to begin the two-year maintenance period.
5. Acceptance of infrastructure improvements for Pomona Lake F Phase 3 to begin the two-year maintenance period.

July 17, 2023 MANVEL CITY COUNCIL MEETING MINUTES

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

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson
No: None
Absent: City Councilmember Place 4 Ed Perry
Abstained: None

Items Removed from the Consent Agenda

None

Executive Session

City Council will convene into Executive Session pursuant to Texas Government Code, Sec. 551.071 "Consultation with Attorney" and Sec. 551.072. "deliberation regarding purchase, exchange, lease or value of real property"

Discuss contract for sale of property located at 19803 Highway 6, Manvel Tx.

Mayor Davison convened the meeting into Executive Session at 6:25 p.m.

Mayor Davison reconvened the meeting out of Executive Session at 7:06 p.m.

No action taken.

Regular Agenda

1. Consideration and possible action to approve Resolution 2023-R-18;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, APPROVING AN EARNEST MONEY CONTRACT FOR THE SALE OF APPROXIMATELY 2.19 ACRES OF CITY-OWNED REAL PROPERTY LOCATED AT 19803 MORRIS AVENUE, MANVEL, TEXAS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE EARNEST MONEY CONTRACT; APPROVING THE SALE OF THE PROPERTY ON THE TERMS LISTED IN THE EARNEST MONEY CONTRACT; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS NEEDED TO SELL THE PROPERTY AND COMPLETE THE TRANSACTION, PROVIDED ALL CONDITIONS AND CONTINGENCIES IN THE EARNEST MONEY CONTRACT ARE MET.

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

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson
No: None
Absent: City Councilmember Place 4 Ed Perry
Abstained: None

*Regular Agenda Item #10 was discussed and voted on before item #2.

2. Consideration and possible action to approve Resolution 2023-R-19;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS,
OFFICIALLY NAMING THE PROPERTY DESCRIBED IN EXHIBIT "A" "AKERY POND";
AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Dan Davis made the motion to amend 2023-R-19 to be Akery Lake instead of Akery Pond. Councilmember Jerome 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 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: City Councilmember Place 4 Ed Perry

Abstained: None

Mayor Dan Davis made the motion to approve as amended. Councilmember Jerome 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 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: City Councilmember Place 4 Ed Perry

Abstained: None

3. Consideration and possible action to approve Resolution 2023-R-20;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS,
OFFICIALLY NAMING THE PROPERTY DESCRIBED IN EXHIBIT "A" "DELORES MARTIN PARK"; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Jerome Hudson made the motion to approve. Councilmember Larry Akery seconded the motion.

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: City Councilmember Place 4 Ed Perry

Abstained: None

4. Consideration and possible action to approve Resolution 2023-R-21;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS,
OFFICIALLY NAMING THE PROPERTY DESCRIBED IN EXHIBIT "A" "BUDDY WILLIAMS PARK"; AND PROVIDING FOR AN EFFECTIVE DATE.

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

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson
No: None
Absent: City Councilmember Place 4 Ed Perry
Abstained: None

5. Consideration and possible action to approve a Development Agreement between the City of Manvel and Foxtail Sky, LLC., and authorize the Mayor to execute the agreement.

Councilmember Harry Opliger made the motion to approve. Councilmember Crystal Sarmiento seconded the motion.

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson
No: None
Absent: City Councilmember Place 4 Ed Perry
Abstained: None

6. Consideration and possible action to approve the first of two readings of Ordinance 2023-O-24; An Ordinance amending the Code of Ordinances, Chapter 53 "Signs".

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANVEL, TEXAS, CHAPTER 53. "SIGNS" BY REVISING THE REGULATIONS PERTAINING TO SIGNS WITHIN THE CITY OF MANVEL AND EXTRATERRITORIAL JURISDICTION; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF ANY PROVISION OF THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

Dan Johnson - Approving attention getting signs without a permit with three conditions:
Can't be in a right-of-way or on a sidewalk, needs to be in good repair, and has to be on-premise.

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

The motion carried with a vote: 5/1

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
Absent: City Councilmember Place 4 Ed Perry
Abstained: None

7. Concurrence with the Interim City Manager's decision to promote Robbie Hall as Director of Community Services.

Mayor Dan Davis made the motion to approve. Councilmember Jerome 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 2 David Lands, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson
No: None
Absent: City Councilmember Place 4 Ed Perry
Abstained: None

8. Consideration and possible action to approve the proposed job description for the City Manager position.

Councilmember Jerome Hudson made the motion to approve. Councilmember David Lands seconded the motion.

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson
No: None
Absent: City Councilmember Place 4 Ed Perry
Abstained: None

9. Consideration and possible action to direct staff on amending Sec. 32-61 Fill Material and associated permit fees. (Requested by Councilmember Opliger and Akery)

Harry Opliger feels the fee is too cumbersome on homeowners and needs to be eliminated. Crystal agrees.

Mayor - there's currently an allowance of 60 cubic yards per acre per year, which comes out to about 5 trucks and that's if it's in the floodplain. Proposes anything under it, permit but no fee. Anything over it, still a permit but keeping the \$500. Anything not in the floodplain, as much as you want, but still a permit and going from \$100 to \$0.

Larry Akery - there has to be a limit.

Dan Johnson - will bring an updated fee schedule to next meeting.

No action.

10. Consideration and possible action to approve Ordinance 2023-O-25;

An Ordinance amending the FY 2023 Park Fund Budget to account for beautification expenses.

AN ORDINANCE AMENDING ORDINANCE NO. 2022-O-24 AMENDING THE CITY FISCAL YEAR 2023 BUDGET ENDING SEPTEMBER 30, 2023, BY AMENDING THE PARK FUND BUDGET TO ACCOUNT FOR BEAUTIFICATION EXPENSES. 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.

*Mayor Davis moved this agenda item up to before regular agenda item #2

July 17, 2023 MANVEL CITY COUNCIL MEETING MINUTES

Adrian Hernandez, Executive Board of Directors for Keep Pearland Beautiful provided an overview of data on how Manvel residents are utilizing the Stella Roberts Recycling Center.

Mayor Dan Davis made the motion to approve. Councilmember Harry Opliger seconded the motion.

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: City Councilmember Place 4 Ed Perry

Abstained: None

Mayor and Council Comments

Thoroughfare and Budget timeline on next agenda

Requests discussion on grease traps and food establishment definitions

August - Chamber luncheon - State of the Country

Pig skin preview - August 2nd

CenterPoint emergency meeting

Harry Opliger asks to see the mission statement on the website

Adjourn

Councilmember Jerome Hudson made the motion to adjourn the meeting at 7:57 p.m.

Councilmember David Lands seconded the motion.

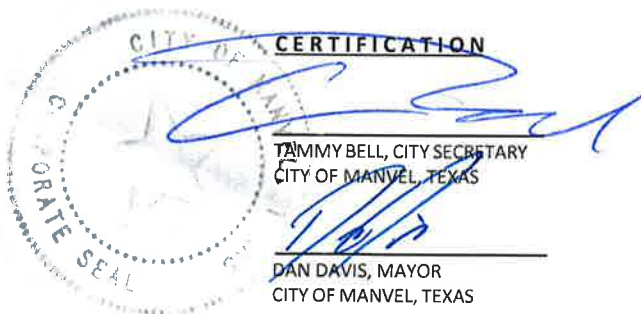
The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: City Councilmember Place 4 Ed Perry

Abstained: None



CITY OF MANVEL MISSION STATEMENT

"The City of Manvel will continue to be a unique, vibrant, growth-managed community that will meet the needs of its citizens through the efforts of local government and civic-minded individuals by promoting well-planned development, cost-effective professional management, and competent and responsive municipal services."