

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

KEITH BONNER, 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, CITY MANAGER
TAMMY BELL, CITY SECRETARY

**NOTICE OF A CITY COUNCIL MEETING
OF THE CITY OF MANVEL
February 18, 2025**

**NOTICE IS HEREBY GIVEN
5:00 P.M. WORKSHOP – 6:00 P.M. REGULAR SESSION**

Pursuant to Chapter 551, Title 5 of the Texas Government Code, the Texas Open Meetings Act, notice is hereby given that the Manvel City Council will convene a regular meeting at the Manvel City Hall, located at 20031 Hwy 6, Manvel Tx 77578 for the purpose of discussing and if appropriate, take action with respect to the following items:

NOTE: The City Council of the City of Manvel reserves the right to discuss any items in Closed Session whenever authorized under the Texas Open Meetings Act, Chapter 551, of the Texas Government Code. The City Council may discuss the items on this agenda in any order.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpreter services must be made 48 hours prior to this meeting. Please contact the City Secretary at 281-489-0630 x6 for further information.

CITY OF MANVEL MISSION STATEMENT

The City of Manvel is a safe and responsible community, embracing the values of our past, present, and future citizens.

Workshop Session

Presentation by Amy Skicki on the Bay Area Houston Transportation (Bay Tran)

Presentation on Manvel Police Department Staffing and Crime Report.

Discussion on any topic as listed on the current agenda.

Regular Session

Call To Order

Invocation

Inspirational Reading - Councilmember Lands

Pledge

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

Staff Presentation on Public Hearing Item

Public Hearing

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY BY AMENDING THE PLANNED UNIT DEVELOPMENT (PUD) ZONING CLASSIFICATION SET FORTH IN ORDINANCE NO. 2017-0-33; AMENDING THE PUD DOCUMENT PROVISIONS RELATING TO MINIMUM PARKING REQUIREMENTS, LIGHTING, ALLOWANCE FOR OPEN STORAGE, SIGNAGE, AND PERMITTED USES; AFFECTING APPROXIMATELY 248.53 ACRES LOCATED IN THE GENERAL AREA OF THE NORTHWEST CORNER OF THE INTERSECTION OF HIGHWAY 288 AND S.H.6 AND GENERALLY LOCATED IN BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT 42, SUCH TRACTS BEING SITUATED IN SECTION 72 OF THE H.T. & B.R.R. CO. SURVEY, ABSTRACT 291, SECTION 66, ABSTRACT 560, AND SECTION 72, ABSTRACT 460, CITY OF MANVEL, BRAZORIA COUNTY, TEXAS, AND ALSO THREE ADDITIONAL TRACTS TOTALING APPROXIMATELY 20.90 ACRES ALSO SITUATED WITHIN BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT 42, PROVIDING FOR AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

Staff Presentation on Public Hearing Item

Public Hearing

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATELY 0.18 ACRE TRACT OF LAND GENERALLY LOCATED EAST OF UZZELL ROAD (A PORTION OF PID: 171882), WITH ACCESS TO PROPERTY FROM 9431 UZZELL ROAD FROM OPEN-SINGLE-FAMILY RESIDENTIAL DISTRICT TO OPEN-SINGLE-FAMILY RESIDENTIAL FAMILY RESIDENTIAL DISTRICT WITH SPECIFIC USE PERMIT (OSFR-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 7133990 "ALL OTHER AMUSEMENT AND RECREATION INDUSTRIES"; 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.

Staff Presentation on Public Hearing Item

Public Hearing

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE 12.5056 ACRES LOCATED AT SOUTHWEST CORNER OF THE INTERSECTION OF CROIX RD AND DEL BELLO RD, MANVEL, TEXAS, FROM OPEN-SINGLE FAMILY RESIDENTIAL DISTRICT (O-SFR) TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 447110 "GASOLINE STATIONS WITH CONVENIENCE STORES"; 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.

Staff Presentation on Public Hearing Item

Public Hearing

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, PROVIDING FOR THE DISANNEXATION OF PART OF WOLFE AIRPARK, ACCORDING TO THE PLAT RECORDED IN VOLUME 16, PAGE 153, PLAT RECORDS, BRAZORIA COUNTY, TEXAS, BEING A PART OF THE CERTAIN ANNEXATION , ORDINANCE NO. 73-1 AS RECORDED IN VOLUME 1279, PAGE 838, DEED RECORDS, BRAZORIA COUNTY, TEXAS; DISANNEXING AND DISCONTINUING SAID PROPERTY FROM THE CORPORATE BOUNDARIES OF THE CITY; CONTAINING CERTAIN FINDINGS; AND PROVIDING OTHER MATTERS RELATED TO THE SUBJECT.

Public Comments: "Comment Card" Required

o Members of the public with business before the board, NOT scheduled on the agenda as a public hearing (that have submitted a public comment card) may have three (3) minutes to address the board. o The board may not participate in any discussion and cannot vote on the subject you present unless it is listed on the agenda as an action item.

City Manager Update

Update on current events and city issues.

Consent Agenda

1. Acceptance of the meeting minutes to date.
2. Acceptance of infrastructure improvements for "Construction of Manvel Town Center Phase 1C Temporary Reroute Access Road for Brazoria County MUD No. 42, Brazoria County, Texas" to begin the One-Year Maintenance Period
3. Final acceptance of infrastructure improvements for Water, Sanitary Sewer & Drainage Facilities to service Terra Estates Subdivision for Brazoria County Municipal Utility District No. 61 and City of Manvel, Texas and release the associated maintenance bond.

Items Removed from Consent Agenda

Regular Agenda

1. Consideration and possible action to approve the first of two readings of Ordinance No. 2025-O-02;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATELY 0.18 ACRE TRACT OF LAND GENERALLY LOCATED EAST OF UZZELL ROAD (A PORTION OF PID: 171882), WITH ACCESS TO PROPERTY FROM 9431 UZZELL ROAD FROM OPEN-SINGLE-FAMILY RESIDENTIAL DISTRICT TO OPEN-SINGLE-FAMILY RESIDENTIAL FAMILY RESIDENTIAL DISTRICT WITH SPECIFIC USE PERMIT (OSFR-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 7133990 "ALL OTHER AMUSEMENT AND RECREATION INDUSTRIES"; 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.

2. Consideration and possible action to approve the first of two readings of Ordinance No. 2025-O-04;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE 12.5056 ACRES LOCATED AT SOUTHWEST CORNER OF THE INTERSECTION OF CROIX RD AND DEL BELLO RD, MANVEL, TEXAS, FROM OPEN-SINGLE FAMILY RESIDENTIAL DISTRICT (O-SFR) TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 447110 "GASOLINE STATIONS WITH CONVENIENCE STORES"; 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.
(Recommendation by PD&Z FAILED with a vote 0/7)
3. Consideration and possible action to approve the first of two readings of Ordinance 2025-O-08;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, PROVIDING FOR THE DISANNEXATION OF PART OF WOLFE AIRPARK, ACCORDING TO THE PLAT RECORDED IN VOLUME 16, PAGE 153, PLAT RECORDS, BRAZORIA COUNTY, TEXAS, BEING A PART OF THE CERTAIN ANNEXATION, ORDINANCE NO. 73-1 AS RECORDED IN VOLUME 1279, PAGE 838, DEED RECORDS, BRAZORIA COUNTY, TEXAS; DISANNEXING AND DISCONTINUING SAID PROPERTY FROM THE CORPORATE BOUNDARIES OF THE CITY; CONTAINING CERTAIN FINDINGS; AND PROVIDING OTHER MATTERS RELATED TO THE SUBJECT.

Executive Session

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

- *Discussion on applicants for the appointment of Planning Development and Zoning Commission Board Members*
- *Discussion on applicants for the appointment of Manvel Economic Development Corporation Board Members*

Regular Agenda

1. Consideration and possible action on the appointments of the Manvel Economic Development Corporation Board Positions #4, #5, #6 and #7 with a 2-year term to expire March 2027.
2. Consideration and possible action on the appointments of the Manvel Planning Development and Zoning Commission Positions #1, #2, #3 and #4 with a 2-year term to expire March 2027.

Mayor and Council Comments

Update on current events and city issues.

Additionally, pursuant to Texas Government Code § 551.0415, City Council Members and city staff may make a report about items of community interest during a meeting of the governing body without having given notice of the report.

Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;

February 18, 2025 CITY COUNCIL MEETING AGENDA

- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

Adjourn

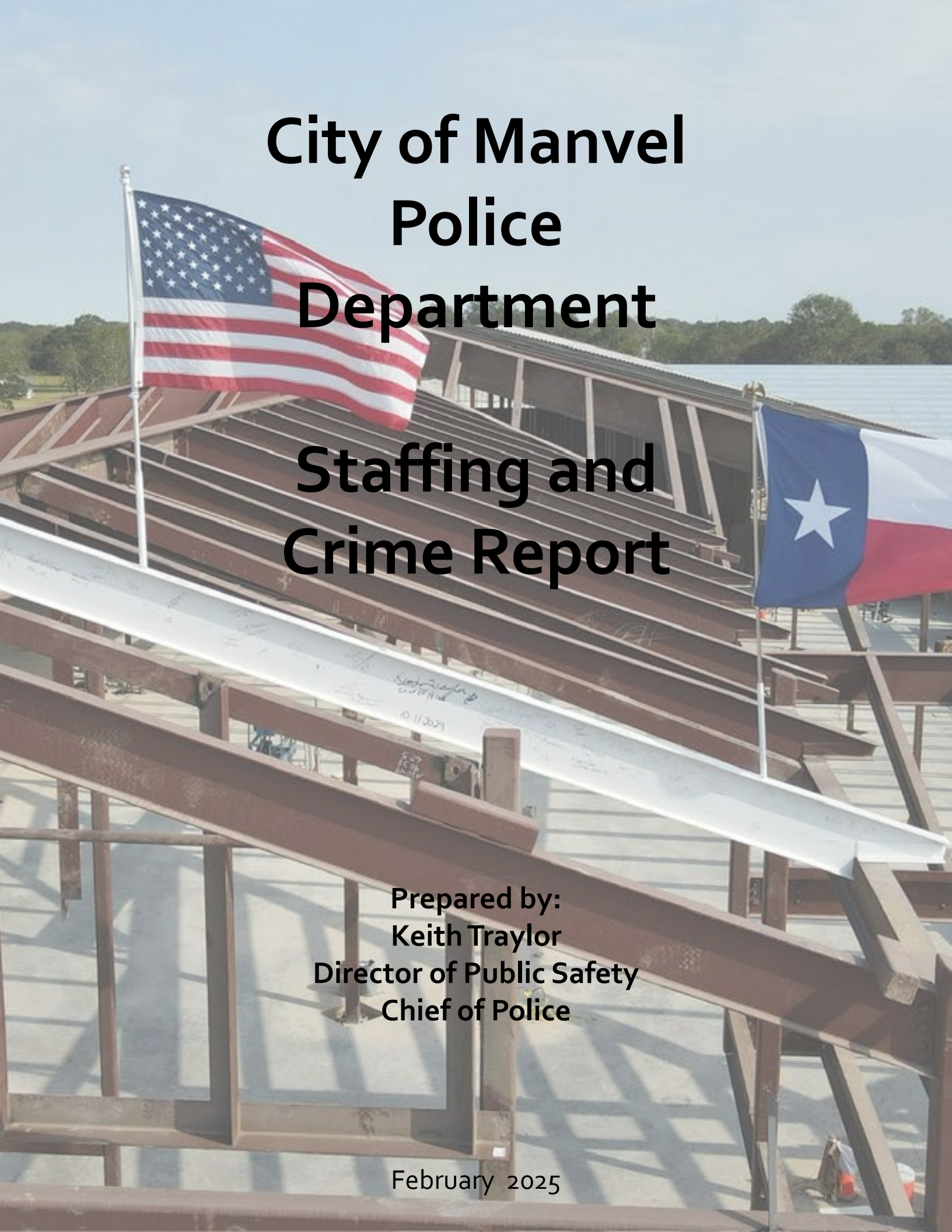
CERTIFICATION

I, Tammy Bell, City Secretary for the City of Manvel, do hereby certify that the foregoing Agenda of the Manvel City Council is true and correct and that I posted such notice on the bulletin board at the Manvel City Hall; a place convenient and readily accessible to the public on 02/14/2025 in accordance with the Texas Open Meetings Act (Tex. Gov't. Code §551.001 et.seq). Said notice remained posted for at least 72 hours preceding the scheduled time of the meeting.



TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS



The background of the document is a photograph of a building under construction. The structure features a series of parallel steel beams that create a strong sense of depth and perspective. Two flags are prominently displayed: the United States flag on the left and the Texas state flag on the right. The scene is set against a clear, light blue sky, and the overall tone is professional and official.

City of Manvel Police Department Staffing and Crime Report

**Prepared by:
Keith Traylor
Director of Public Safety
Chief of Police**

February 2025

Thank you all for joining us today as we present the Manvel Police Department's annual crime statistics and staffing report. This report outlines the critical needs of our department and reflects not only the challenges we have faced but also the progress we have made in maintaining public safety and upholding our commitment and Core Values to this community.

Over the past few years, the landscape of law enforcement in Manvel has continued to evolve, with new challenges arising from population growth, technological advancements, and the complex nature of crime trends. Through the dedication of our officers and staff, we have worked tirelessly to address these challenges while fostering trust and collaboration within the community.

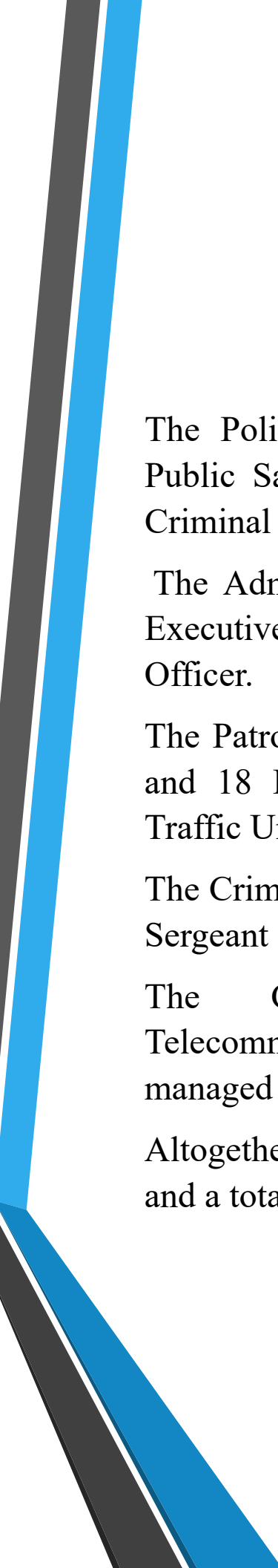
Today, I will provide an overview of the key crime trends from the past years and highlight how these statistics inform our strategic priorities. In addition, I will outline the resources and support needed for fiscal year 2026 and upcoming years, to ensure we remain proactive and effective in delivering the highest standards of service.

Our mission is not just to enforce the law but to create a safe, inclusive, and resilient community where all residents feel secure. With your continued support, we can address current challenges, build on our successes, and strengthen our shared vision for the future of Manvel.

Thank you for your attention, and I look forward to discussing these important topics with you.

Keith Traylor

Director Of Public Safety
Chief of Police
City of Manvel Police Department



The Police Department, operating under the Department of Public Safety, is composed of five divisions: Administration, Criminal Investigations, Patrol, Communications, and Records.

The Administration Division includes the Chief of Police, an Executive Assistant, three Captains, and a Community Relations Officer.

The Patrol Division consists of four Sergeants, four Corporals, and 18 Patrol Officers, with four officers dedicated to the Traffic Unit.

The Criminal Investigations Division is staffed by one Detective Sergeant and three Detective Corporals.

The Communications Division comprises eight Telecommunication Officers, while the Records Division is managed by one Records Clerk.

Altogether, the Police Department employs 37 sworn personnel and a total of 48 personnel.

STAFFING

Based on the current population of the city, (22,106 People) the department should have a minimum of 44 sworn personnel to keep up with the standard of two (2) officers per 1000 population.

To meet the needs of the city, we need to look close at the current staff and adjust as we move into the future.

The staffing needs for a police department based on a city's population and future infrastructure:

- Minimum Staffing Requirement:** 44 sworn personnel to meet the standard of 2 officers per 1,000 residents.

- Staff Expansion Needs:**

- Patrol Division:** 3 additional patrol officers.

- Support Division:**

- 1 Records Clerk.

- 1 Communications Supervisor.

- 1 Investigator.

- Jail Staff** (with the new holding facility opening in mid-2025):

- 1 supervisor.

- 4 detention officers.

- Administration:**

- 1 Assistant Chief

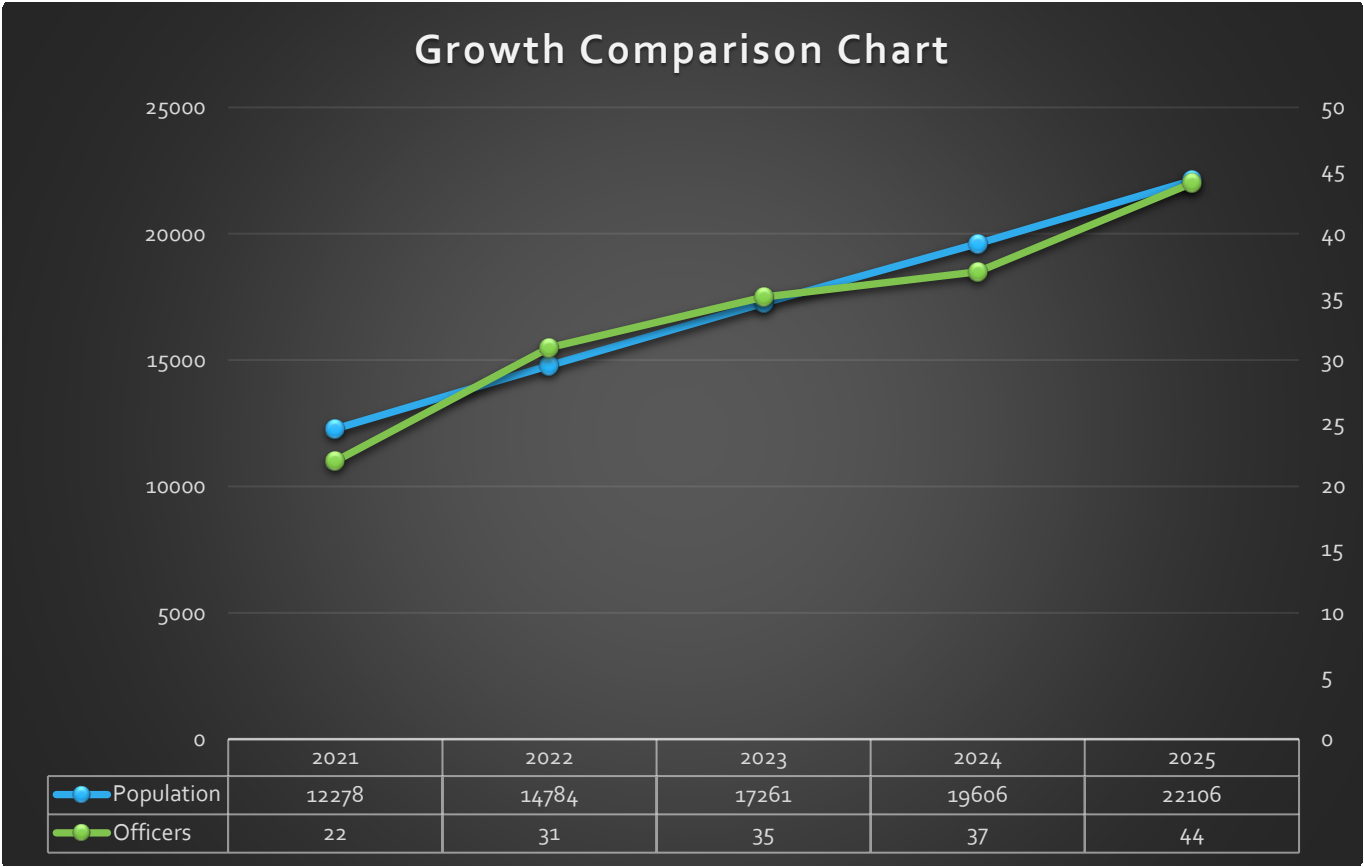
- 2 Patrol Lieutenants (Watch Commanders)

- Custodial Staff:** To maintain the new facility.

These adjustments aim to accommodate current needs and future growth.

Growth Comparison

An analysis of the city's estimated population growth reveals that in 2024, the department's growth began to decline. To maintain the appropriate population-to-officer ratio, adding the seven additional sworn personnel will ensure the department remains at the required capacity.



Five Year Staffing Plan

In 2021, the department was tasked with creating a five-year staffing plan to address the needs of the department based on the city's anticipated growth. This plan was developed using projected population increases derived from new housing permits submitted to the permitting department. Staffing requirements were calculated based on an average of three persons per household combined with the projected population growth over the five-year period.

In 2024, staffing levels were expected to increase due to the construction of a new police station. While the construction was originally scheduled for completion within that timeframe, delays caused by issues with the initial construction company have pushed the completion date. The department now anticipates moving into the new building in June 2025.

	Staff Five Year Projections						
Sworn Personnel	2021	2022	2023	2024	2025	2025	2026
						Current	
Projected Population	16000	19000	22000	25000	28000	22106	31000
Administration							
Police Chief	1	1	1	1	1	1	1
Assistant Police Chief	0	0	0	1	1	0	1
Police Captain (Patrol-CID)	1	1	0	2	2	3	2
Community Relations		1	1	1	1	1	2
Administrative Sergeant/ Prof. Standards	1	1	1	1	1	0	1
Total Admin	3	4	5	3	6	5	7
Patrol							
Patrol Lieutenant	0	0	0	1	1	0	1
Patrol Sergeants	4	4	4	4	4	4	4
Patrol Corporal	0	0	4	4	4	4	4
Special Ops Officers (Traffic, K9,DDACT)	2	2	3	3	3	4	3
Patrol Officers	12	20	20	26	32	16	36
Total Patrol	18	26	32	37	45	26	48
CID							
Detective Lieutenant	0	0	1	1	1	0	1
Detective Sergeant	1	1	1	1	1	1	1
Detective	2	3	4	4	4	3	5
Detective / Property and Evidence Technician	0	0	1	1	1	0	1
Total CID	3	4	7	7	7	4	8
Total Sworn	24	33	44	50	57	37	61
Sworn Personnel / POP	24	38	44	50	56	40	62

Civilian Personnel	2021	2022	2023	2024	2025	2025	2026
Administrative Assistant	1	1	1	1	1	1	1
Dispatch							
Telecommunication Supervisor	0	0	1	1	1	0	1
TCO	5	7	7	7	7	8	7
Records							
Records Manager	0	0	1*	1	1	0	1
Records Clerk	0	1*	1	2	2	1	2
Victim liaison	0	0	0	0	0	0	1*
Public Relation/PIO	0	0	0	1*	1	0	1
IT							
IT Tech	0	0	1	1	1	1	1
Jail							
Jail Sergeant	0		1	1	1	0	1
Jailers	0		4	4	4	0	4
Total Civilian	6	9	17	19	19	11	20
Total Positions	31	43	62	71	79	48	84

Crime Statistics

The crime statistics represent a comparative analysis of data from 2021 to 2024, aligning with the staffing plan developed in 2021.

During this period, the department's CAD system recorded a **112%** increase in calls for service. When extracting the self initiated calls for service the data shows a 68% increase in calls where a response by an officer is required.

To provide a more detailed analysis, self-initiated calls for service were excluded, and the remaining data was reviewed for the same timeframe. Directed Patrols, which involve officers being assigned to or initiating patrols in specific areas, showed an **393%** increase. These patrols are typically focused on high-risk areas or locations with public complaints.

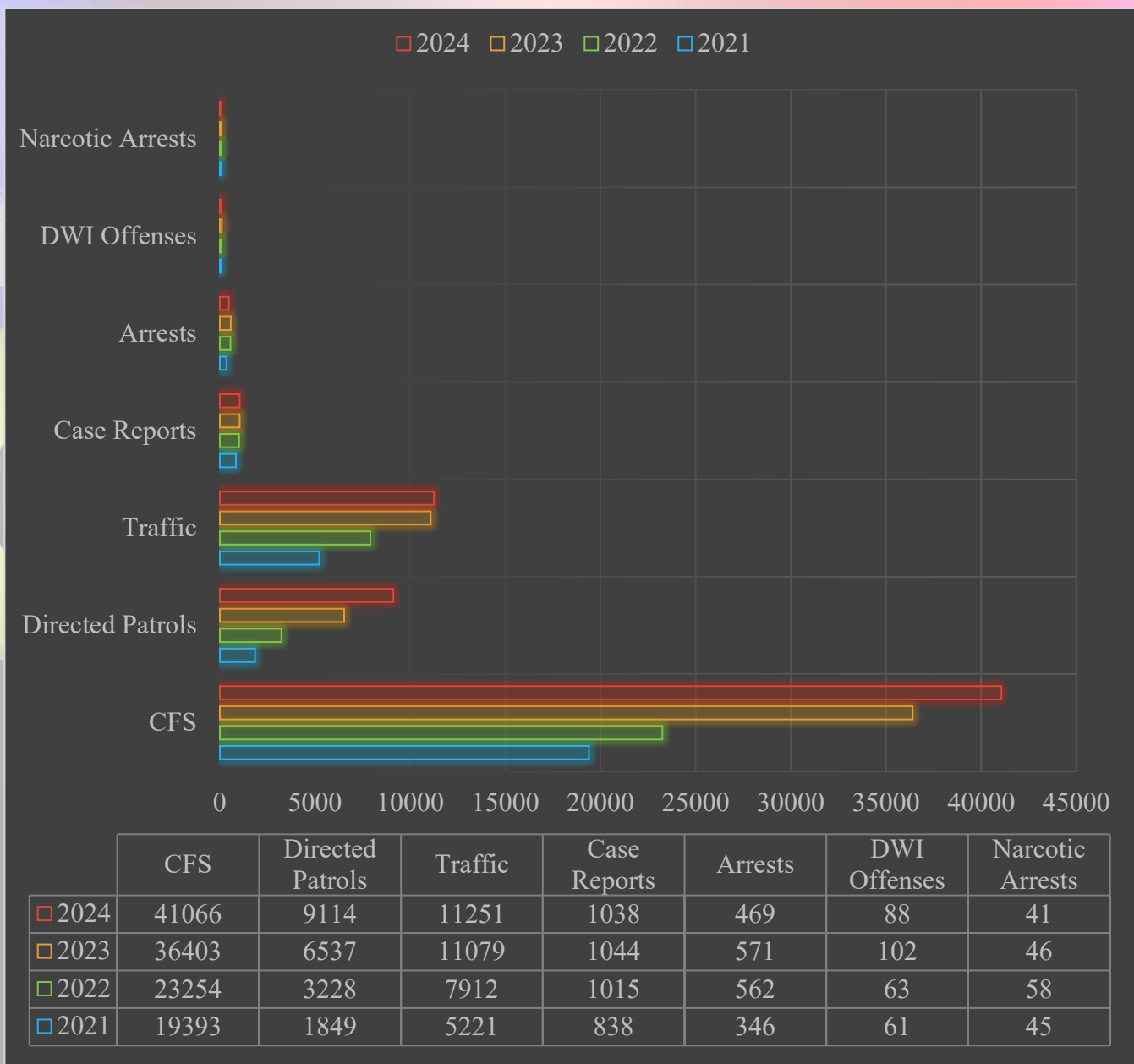
Traffic stops also increased by **115%** over the same period. This is attributed to the rising traffic volume throughout the city and the establishment of a proactive traffic unit within the Patrol Division.

During the same period, there was a 24% increase in reports filed for various criminal activities.

Arrests rose by 36%, which is consistent with the increase in traffic stops, as many arrests are initiated during these stops.

Driving While Intoxicated (DWI) arrests showed an overall increase of 44% since 2021.

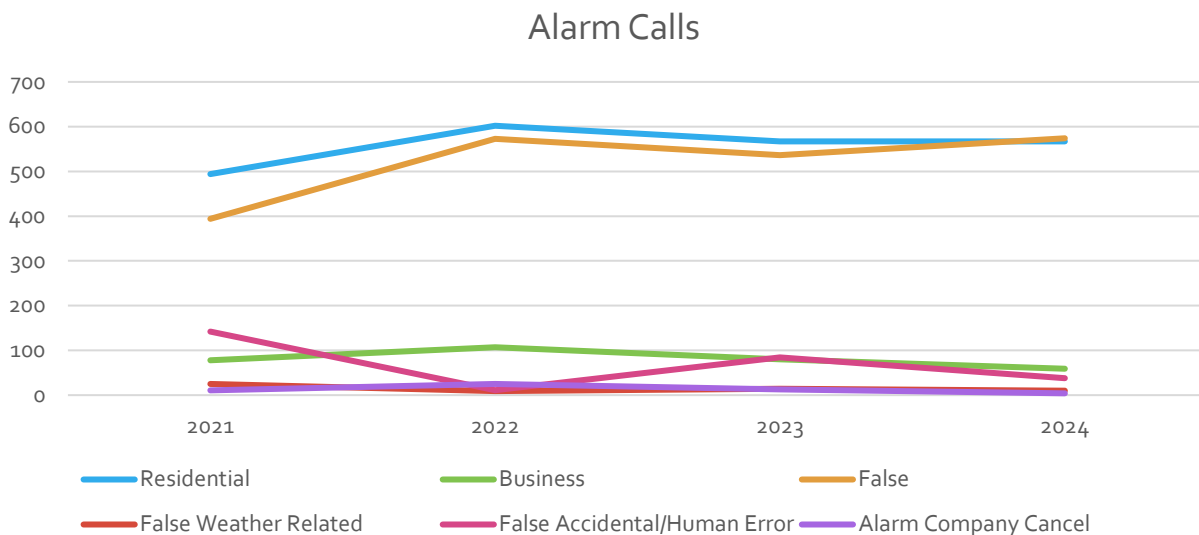
Narcotics-related arrests initially increased through 2023 but have decreased by 9% compared to 2021 levels.



Alarm Calls and Response

Responses to residential and commercial alarms have shown a downward trend. From 2021 to 2024, residential alarms decreased by 15%, business alarms dropped by 24%, false alarms increased by 46%, false alarms due to weather decreased by 60%, and false alarms caused by human error fell significantly by 63%.

Alarm Information	2021	2022	2023	2024
Residential	494	602	567	567
Business	78	107	80	59
False	394	573	536	574
False Weather Related	25	9	14	10
False Accidental/Human Error	142	11	84	38
Alarm Company Cancel	11	25	13	4



Motor Vehicle Collisions

Motor vehicle collisions in the city have increased by 53%, with a noticeable rise during the construction of the Highway 288 corridor.

In response, the department implemented a strategic plan in 2023 to address the collisions occurring within the city especially along the 288 corridor.

Motor Vehicle Collisions

700

600

500

400

300

200

100

0

■ Collision No Injuries
■ Collision With Injuries
■ Collision Hit and Run
■ Collision With Pedestrian

2021

2022

2023

2024

424

497

557

650

175

170

200

165

88

73

6

134

4

6

4

6

Response Times

Response time is determined by combining the time it takes for the Telecommunications Officer to receive, enter, and dispatch the call with the officer's travel time to the scene. Together, these components provide the total response time for a call. The data presented reflects the average response time for Priority P calls, which are classified as emergency responses.

Examples of such calls include situations involving immediate threats to life or disasters, whether natural or man-made.

Response Time Priority P calls	Number of Calls	Dispatch Delay	Travel Time	Response Time	Avg Time on Scene	Service Time
2021	92	4.25	5.49	9.74	50.2	55.69
2022	78	2.3	4.82	7.12	55.67	60.49
2023	73	1.92	4.87	6.79	56.67	61.54
2024	100	1.29	3.85	5.14	60.1	63.95

Crime Data Analysis

Crime Analysis Overview

This report analyzes crime trends from the past year, emphasizing significant shifts in crime types and their corresponding investigative demands. Key findings are as follows:

Crime Trends:

Theft and Burglary: These remain the most frequently reported crimes. Notably, burglary increased by 171.88% compared to the previous year, while thefts rose by 38.1%.

White Collar Crimes: A rise of 65.22% indicates an upward trend that warrants attention.

Violent Crimes: Robbery and arson levels remained relatively stable; however, they continue to heavily strain investigative resources.

Construction Material Theft/Burglary

Manvel's Growth and Its Impact on Construction Site Security

Manvel is currently experiencing a significant rise in new home construction, which reflects the city's expanding population and development. While this growth brings exciting opportunities, it also presents unique challenges.

Case Load Analysis:

Total Cases in 2024: A total of 67 thefts and burglaries were reported at construction sites.

Trend Observed: This marks a substantial increase compared to previous years, highlighting the need for enhanced security measures at these locations.

Factors Driving the Rise in Construction Site Theft and Burglary

Valuable Materials:

High-value items, including tools, appliances, and construction materials, are often left unsecured, making them prime targets.

Opportunities for Crime:

Open construction sites with limited surveillance create an environment conducive to theft and burglary.

Impact on the Criminal Investigation Division

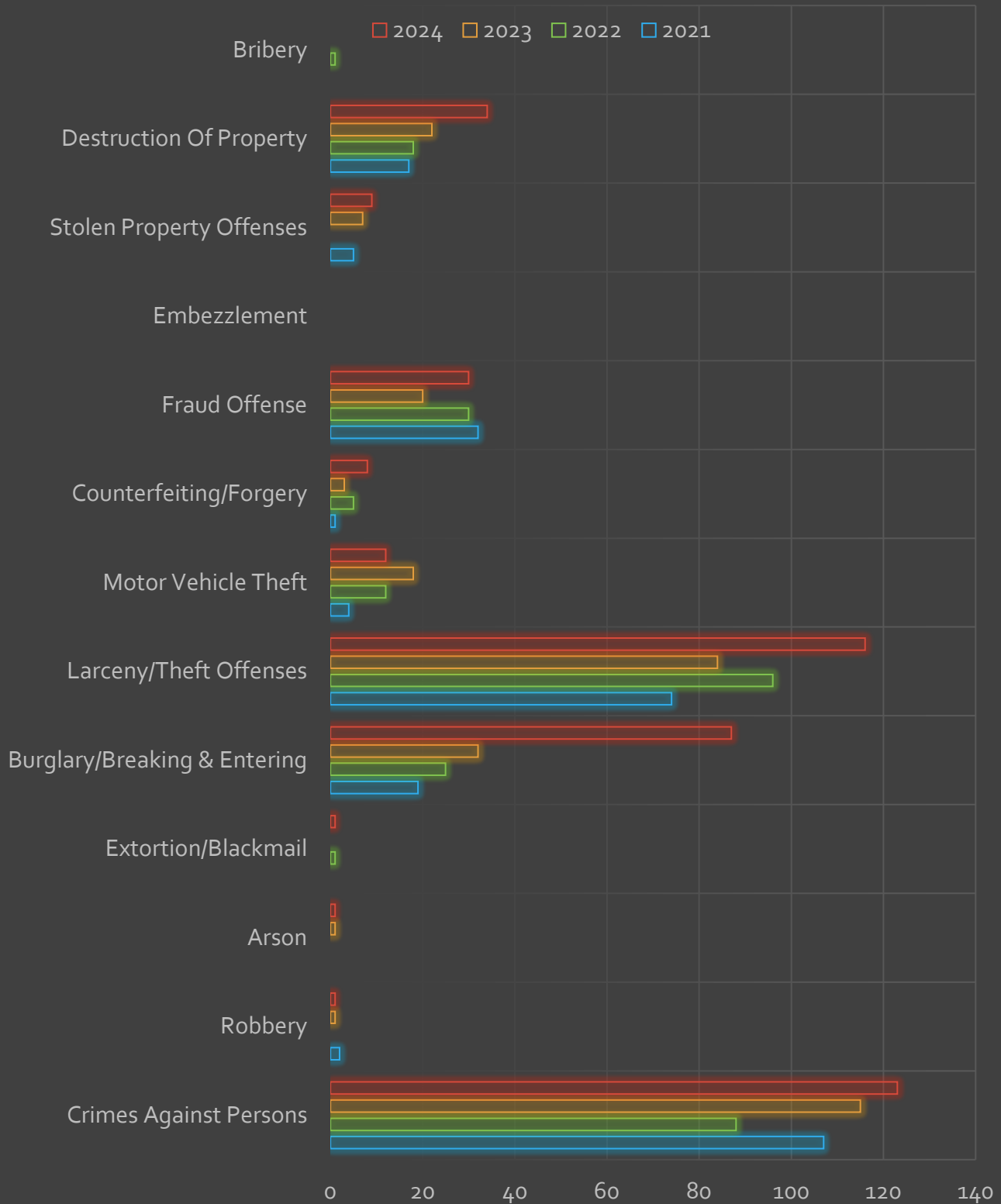
Increased Workload:

Investigating construction-related thefts and burglaries requires additional resources, placing a greater demand on the division's personnel and time.

Crime Analysis Data

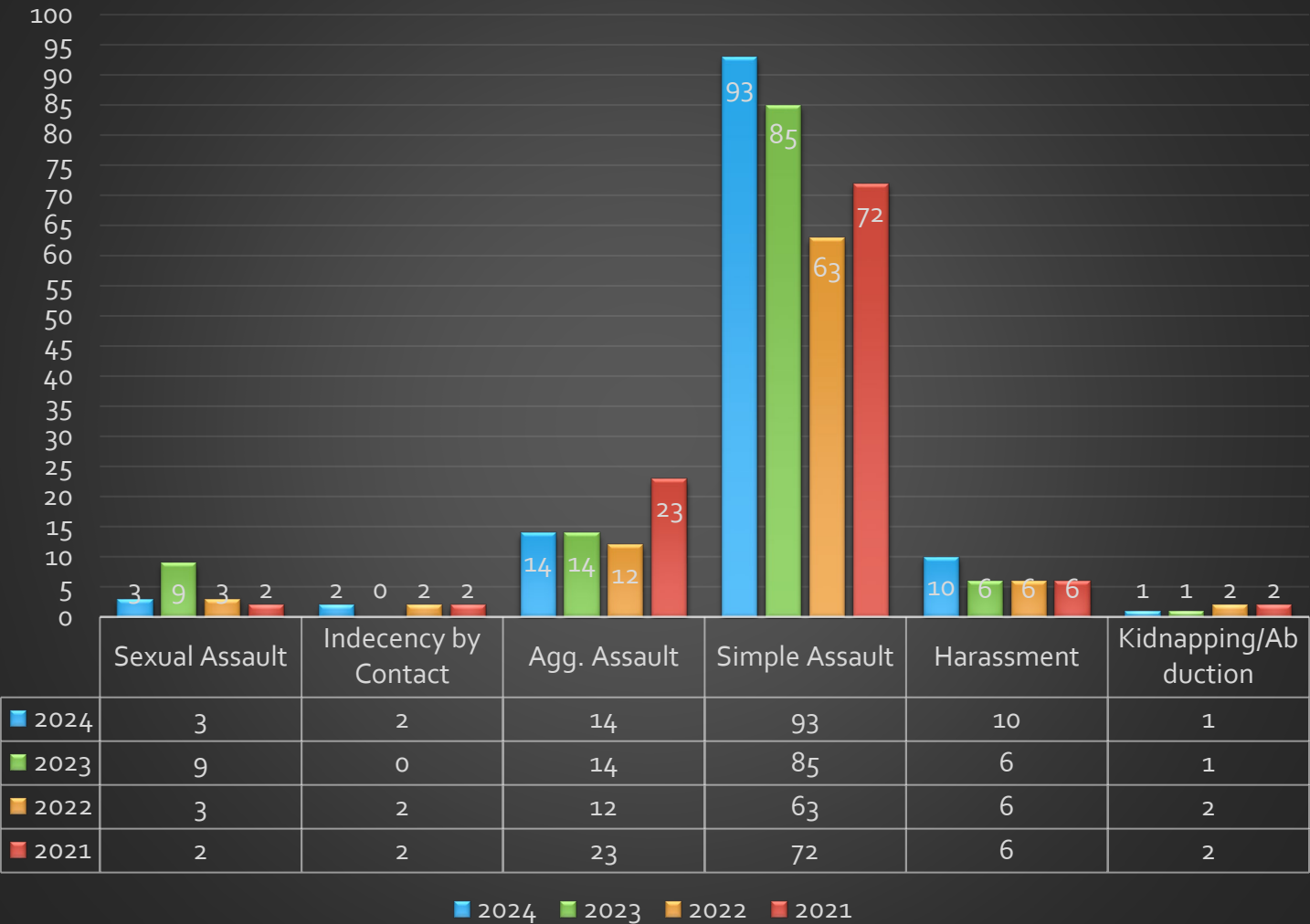
Crime Type	2021	2022	2023	2024
Crimes Against Persons	107	88	115	123
Robbery	2	0	1	1
Arson	0	0	1	1
Extortion/Blackmail	0	1	0	1
Burglary/Breaking & Entering	19	25	32	87
Larceny/Theft Offenses	74	96	84	116
Motor Vehicle Theft	4	12	18	12
Counterfeiting/Forgery	1	5	3	8
Fraud Offense	32	30	20	30
Embezzlement	0	0	0	0
Stolen Property Offenses	5	0	7	9
Destruction Of Property	17	18	22	34
Bribery	0	1	0	0

Crime Analysis Data



Crimes Against Persons

Crimes Against Persons



Investigative Time Requirements

Burglary Cases: These demand significantly more time, averaging 36 hours per case.

Theft Cases: Though simpler, theft investigations now average 8 hours and are trending upward, reflecting increasing resource demands.

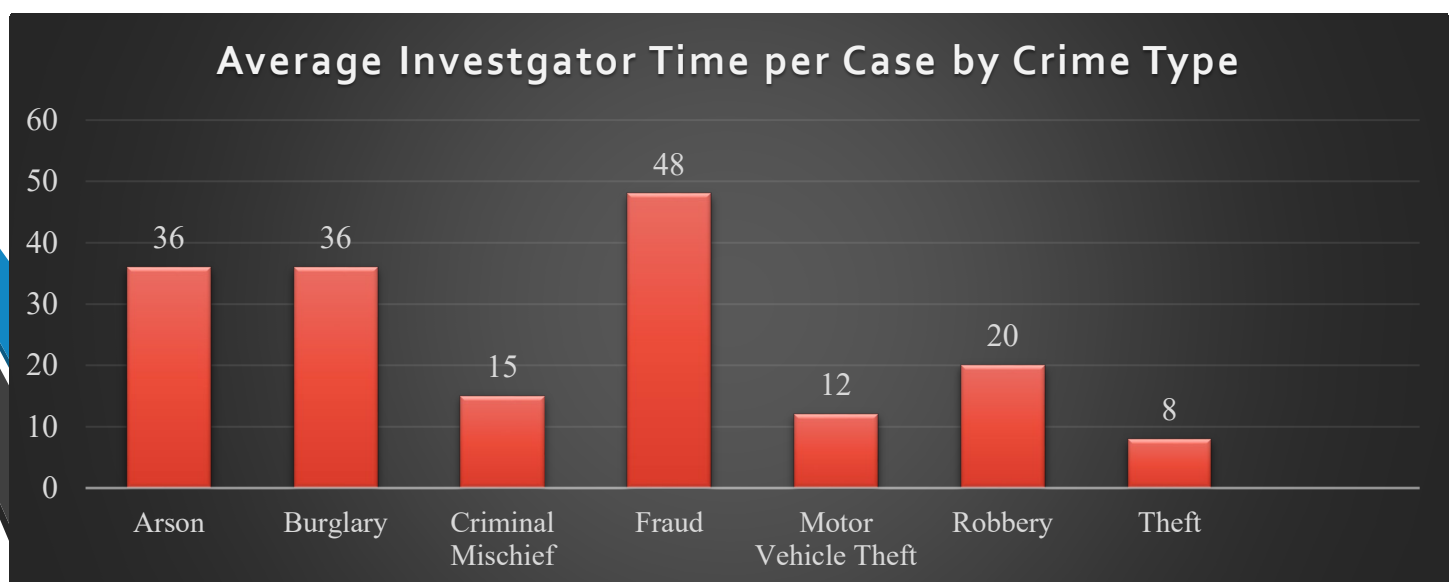
Complex Crimes: Cases such as arson and fraud require substantial time due to the need for detailed evidence collection and comprehensive interviews.

Key Insights:

The substantial increase in burglary cases highlights the need for enhanced investigative focus and resource allocation in affected areas.

While some crime categories have shown reductions, the growing complexity and time required per case pose challenges to investigative efficiency.

This analysis will help guide decisions on resource distribution, bolster crime prevention efforts, and ensure investigators receive adequate support based on the complexities of different crime types



Crime Reporting

Each month, the department is required to report criminal activity to the Federal Bureau of Investigation (FBI) and the Texas Department of Public Safety's Crime Records Division through the National Incident-Based Reporting System (NIBRS).

Criminal activity is categorized into groups, which are further subdivided for more detailed analysis and tracking. For example, "Crimes Against Persons" includes offenses such as murder, manslaughter, rape, and assaultive offenses.



Group A Offense Report

Beginning Date: 01/01/2021

Ending Date: 12/31/2021

Agency: MANVEL PD

Offense	Reported in 2021	Reported in 2020	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	0.00
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	0.00
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Rape	2	5	-60.00%	0	0.00%	1.87%	13.10
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	2	2	0.00%	1	50.00%	1.87%	13.10
Aggravated Assault	23	10	130.00%	9	39.13%	21.50%	150.70
Simple Assault	72	73	-1.37%	50	69.44%	67.29%	471.76
Intimidation	6	2	200.00%	4	66.67%	5.61%	39.31
Kidnapping/Abduction	2	2	0.00%	2	100.00%	1.87%	13.10
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Persons Total	107	94	13.83%	66	61.68%	32.13%	701.09
Robbery	2	2	0.00%	0	0.00%	1.30%	13.10
Arson	0	0	NA	0	0.00%	0.00%	0.00
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	0.00
Burglary/Breaking & Entering	19	20	-5.00%	1	5.26%	12.34%	124.49
Larceny/Theft Offenses	74	67	10.45%	6	8.11%	48.05%	484.86
Motor Vehicle Theft	4	7	-42.86%	0	0.00%	2.60%	26.21
Counterfeiting/Forgery	1	2	-50.00%	0	0.00%	0.65%	6.55
Fraud Offense	32	24	33.33%	2	6.25%	20.78%	209.67
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	5	0	NA	5	100.00%	3.25%	32.76
Destruction Of Property	17	24	-29.17%	1	5.88%	11.04%	111.39
Bribery	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Property Total	154	146	5.48%	15	9.74%	46.25%	1009.04
Drug/Narcotic Violations	45	37	21.62%	38	84.44%	62.50%	294.85
Drug Equipment Violations	9	0	NA	4	44.44%	12.50%	58.97
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	0.00
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	0	0	NA	0	0.00%	0.00%	0.00
Weapons Law Violation	18	7	157.14%	13	72.22%	25.00%	117.94
Animal Cruelty	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Society Total	72	44	63.64%	55	76.39%	21.62%	471.76
Total Group "A" Offenses	333	284	17.25%	136	40.84%	100%	2181.89

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



Group A Offense Report

Beginning Date: 01/01/2022

Ending Date: 12/31/2022

Agency: MANVEL PD

Offense	Reported in 2022	Reported in 2021	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	0.00
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	0.00
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Rape	3	2	50.00%	1	33.33%	3.41%	20.24
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	2	2	0.00%	0	0.00%	2.27%	13.49
Aggravated Assault	12	23	-47.83%	5	41.67%	13.64%	80.97
Simple Assault	63	72	-12.50%	44	69.84%	71.59%	425.07
Intimidation	6	6	0.00%	2	33.33%	6.82%	40.48
Kidnapping/Abduction	2	2	0.00%	0	0.00%	2.27%	13.49
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Persons Total	88	107	-17.76%	52	59.09%	25.14%	593.75
Robbery	0	2	-100.00%	0	0.00%	0.00%	0.00
Arson	0	0	NA	0	0.00%	0.00%	0.00
Extortion/Blackmail	1	0	NA	0	0.00%	0.53%	6.75
Burglary/Breaking & Entering	25	19	31.58%	2	8.00%	13.30%	168.68
Larceny/Theft Offenses	96	74	29.73%	13	13.54%	51.06%	647.73
Motor Vehicle Theft	12	4	200.00%	0	0.00%	6.38%	80.97
Counterfeiting/Forgery	5	1	400.00%	3	60.00%	2.66%	33.74
Fraud Offense	30	32	-6.25%	1	3.33%	15.96%	202.42
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	0	5	-100.00%	0	0.00%	0.00%	0.00
Destruction Of Property	18	17	5.88%	2	11.11%	9.57%	121.45
Bribery	1	0	NA	1	100.00%	0.53%	6.75
Crimes Against Property Total	188	154	22.08%	22	11.7%	53.71%	1268.47
Drug/Narcotic Violations	37	45	-17.78%	34	91.89%	50.00%	249.65
Drug Equipment Violations	17	9	88.89%	8	47.06%	22.97%	114.70
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	0.00
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	0	0	NA	0	0.00%	0.00%	0.00
Weapons Law Violation	19	18	5.56%	18	94.74%	25.68%	128.20
Animal Cruelty	1	0	NA	1	100.00%	1.35%	6.75
Crimes Against Society Total	74	72	2.78%	61	82.43%	21.14%	499.29
Total Group "A" Offenses	350	333	5.11%	135	38.57%	100%	2361.51

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



Group A Offense Report

Beginning Date: 01/01/2023

Ending Date: 12/31/2023

Agency: MANVEL PD

Offense	Reported in 2023	Reported in 2022	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	0.00
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	0.00
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Rape	9	3	200.00%	5	55.56%	7.83%	50.51
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	0	2	-100.00%	0	0.00%	0.00%	0.00
Aggravated Assault	14	12	16.67%	6	42.86%	12.17%	78.58
Simple Assault	85	63	34.92%	45	52.94%	73.91%	477.07
Intimidation	6	6	0.00%	1	16.67%	5.22%	33.68
Kidnapping/Abduction	1	2	-50.00%	0	0.00%	0.87%	5.61
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Persons Total	115	88	30.68%	57	49.57%	28.4%	645.45
Robbery	1	0	NA	0	0.00%	0.53%	5.61
Arson	1	0	NA	0	0.00%	0.53%	5.61
Extortion/Blackmail	0	1	-100.00%	0	0.00%	0.00%	0.00
Burglary/Breaking & Entering	32	25	28.00%	5	15.63%	17.02%	179.60
Larceny/Theft Offenses	84	96	-12.50%	13	15.48%	44.68%	471.46
Motor Vehicle Theft	18	12	50.00%	0	0.00%	9.57%	101.03
Counterfeiting/Forgery	3	5	-40.00%	1	33.33%	1.60%	16.84
Fraud Offense	20	30	-33.33%	0	0.00%	10.64%	112.25
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	7	0	NA	2	28.57%	3.72%	39.29
Destruction Of Property	22	18	22.22%	4	18.18%	11.70%	123.48
Bribery	0	1	-100.00%	0	0.00%	0.00%	0.00
Crimes Against Property Total	188	188	0%	25	13.3%	46.42%	1055.17
Drug/Narcotic Violations	43	37	16.22%	39	90.70%	42.16%	241.34
Drug Equipment Violations	32	17	88.24%	14	43.75%	31.37%	179.60
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	0.00
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	0	0	NA	0	0.00%	0.00%	0.00
Weapons Law Violation	26	19	36.84%	24	92.31%	25.49%	145.93
Animal Cruelty	1	1	0.00%	1	100.00%	0.98%	5.61
Crimes Against Society Total	102	74	37.84%	78	76.47%	25.19%	572.49
Total Group "A" Offenses	405	350	15.71%	160	39.51%	100%	2273.11

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.



Group A Offense Report

Beginning Date: 01/01/2024

Ending Date: 12/31/2024

Page 1 of 1

Agency: MANVEL PD

Offense	Reported in 2024	Reported in 2023	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	0.00
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	0.00
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Rape	3	9	-66.67%	0	0.00%	2.44%	16.84
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	2	0	NA	0	0.00%	1.63%	11.23
Aggravated Assault	14	14	0.00%	4	28.57%	11.38%	78.58
Simple Assault	93	85	9.41%	30	32.26%	75.61%	521.97
Intimidation	10	6	66.67%	3	30.00%	8.13%	56.13
Kidnapping/Abduction	1	1	0.00%	1	100.00%	0.81%	5.61
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Persons Total	123	115	6.96%	38	30.89%	24.55%	690.35
Robbery	1	1	0.00%	0	0.00%	0.33%	5.61
Arson	1	1	0.00%	0	0.00%	0.33%	5.61
Extortion/Blackmail	1	0	NA	0	0.00%	0.33%	5.61
Burglary/Breaking & Entering	87	32	171.88%	2	2.30%	29.10%	488.30
Larceny/Theft Offenses	116	84	38.10%	14	12.07%	38.80%	651.06
Motor Vehicle Theft	12	18	-33.33%	0	0.00%	4.01%	67.35
Counterfeiting/Forgery	8	3	166.67%	1	12.50%	2.68%	44.90
Fraud Offense	30	20	50.00%	1	3.33%	10.03%	168.38
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	9	7	28.57%	4	44.44%	3.01%	50.51
Destruction Of Property	34	22	54.55%	4	11.76%	11.37%	190.83
Bribery	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Property Total	299	188	59.04%	26	8.7%	59.68%	1678.17
Drug/Narcotic Violations	38	43	-11.63%	29	76.32%	48.10%	213.28
Drug Equipment Violations	11	32	-65.63%	8	72.73%	13.92%	61.74
Pornography/Obscene Material	3	0	NA	0	0.00%	3.80%	16.84
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	0	0	NA	0	0.00%	0.00%	0.00
Weapons Law Violation	24	26	-7.69%	23	95.83%	30.38%	134.70
Animal Cruelty	3	1	200.00%	0	0.00%	3.80%	16.84
Crimes Against Society Total	79	102	-22.55%	60	75.95%	15.77%	443.4
Total Group "A" Offenses	501	405	23.7%	124	24.75%	100%	2811.92

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.

Racial Profiling Analysis Report

MANVEL POLICE DEPARTMENT

01. Total Traffic Stops:	11444	
02. Location of Stop:		
a. City Street	6148	53.72%
b. US Highway	0	0.00%
c. County Road	1720	15.03%
d. State Highway	3295	28.79%
e. Private Property or Other	281	2.46%
03. Was Race known prior to Stop:		
a. NO	11380	99.44%
b. YES	64	0.56%
04. Race or Ethnicity:		
a. Alaska/ Native American/ Indian	9	0.08%
b. Asian/ Pacific Islander	793	6.93%
c. Black	4317	37.72%
d. White	5131	44.84%
e. Hispanic/ Latino	1194	10.43%
05. Gender:		
a. Female	4311	37.67%
i. Alaska/ Native American/ Indian	3	0.03%
ii. Asian/ Pacific Islander	261	2.28%
iii. Black	1825	15.95%
iv. White	1946	17.00%
v. Hispanic/ Latino	276	2.41%
b. Male	7133	62.33%
i. Alaska/ Native American/ Indian	6	0.05%
ii. Asian/ Pacific Islander	532	4.65%
iii. Black	2492	21.78%
iv. White	3185	27.83%
v. Hispanic/ Latino	918	8.02%
06. Reason for Stop:		
a. Violation of Law	53	0.46%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%

Racial Profiling Analysis Report

iii. Black	16	30.19%
iv. White	30	56.60%
v. Hispanic/ Latino	7	13.21%
b. Pre-Existing Knowledge	103	0.90%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	7	6.80%
iii. Black	38	36.89%
iv. White	46	44.66%
v. Hispanic/ Latino	12	11.65%
c. Moving Traffic Violation	6076	53.09%
i. Alaska/ Native American/ Indian	5	0.08%
ii. Asian/ Pacific Islander	513	8.44%
iii. Black	2357	38.79%
iv. White	2639	43.43%
v. Hispanic/ Latino	562	9.25%
d. Vehicle Traffic Violation	5212	45.54%
i. Alaska/ Native American/ Indian	4	0.08%
ii. Asian/ Pacific Islander	273	5.24%
iii. Black	1906	36.57%
iv. White	2416	46.35%
v. Hispanic/ Latino	613	11.76%
07. Was a Search Conducted:		
a. NO	11097	96.97%
i. Alaska/ Native American/ Indian	8	0.07%
ii. Asian/ Pacific Islander	781	7.04%
iii. Black	4143	37.33%
iv. White	5028	45.31%
v. Hispanic/ Latino	1137	10.25%
b. YES	347	3.03%
i. Alaska/ Native American/ Indian	1	0.29%
ii. Asian/ Pacific Islander	12	3.46%
iii. Black	174	50.14%
iv. White	103	29.68%
v. Hispanic/ Latino	57	16.43%
08. Reason for Search:		
a. Consent	45	0.39%

Racial Profiling Analysis Report

i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	2.22%
iii. Black	10	22.22%
iv. White	24	53.33%
v. Hispanic/ Latino	10	22.22%
b. Contraband in Plain View	9	0.08%
i. Alaska/ Native American/ Indian	1	11.11%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	3	33.33%
iv. White	2	22.22%
v. Hispanic/ Latino	3	33.33%
c. Probable Cause	196	1.71%
ii. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	6	3.06%
iii. Black	128	65.31%
iv. White	42	21.43%
v. Hispanic/ Latino	20	10.20%
d. Inventory	81	0.71%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	4	4.94%
iii. Black	29	35.80%
iv. White	27	33.33%
v. Hispanic/ Latino	21	25.93%
e. Incident to Arrest	16	0.14%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	6.25%
iii. Black	4	25.00%
iv. White	8	50.00%
v. Hispanic/ Latino	3	18.75%
09. Was Contraband Discovered:		
YES	280	2.45%
i. Alaska/ Native American/ Indian	1	0.36%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
ii. Asian/ Pacific Islander	12	4.29%
Finding resulted in arrest - YES	2	
Finding resulted in arrest - NO	3	
iii. Black	140	50.00%

Racial Profiling Analysis Report

Finding resulted in arrest - YES	20	
Finding resulted in arrest - NO	24	
iv. White	91	32.50%
Finding resulted in arrest - YES	10	
Finding resulted in arrest - NO	35	
v. Hispanic/ Latino	36	12.86%
Finding resulted in arrest - YES	8	
Finding resulted in arrest - NO	7	
b. NO	67	0.59%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	34	50.75%
iv. White	12	17.91%
v. Hispanic/ Latino	21	31.34%
10. Description of Contraband:		
a. Drugs	137	1.20%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	5	3.65%
iii. Black	86	62.77%
iv. White	30	21.90%
v. Hispanic/ Latino	16	11.68%
b. Currency	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
c. Weapons	10	0.09%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	10.00%
iii. Black	5	50.00%
iv. White	4	40.00%
v. Hispanic/ Latino	0	0.00%
d. Alcohol	8	0.07%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	25.00%
iv. White	2	25.00%

Racial Profiling Analysis Report

v. Hispanic/ Latino	4	50.00%
e. Stolen Property	3	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	33.33%
iv. White	0	0.00%
v. Hispanic/ Latino	2	66.67%
f. Other	122	1.07%
i. Alaska/ Native American/ Indian	1	0.82%
i. Asian/ Pacific Islander	6	4.92%
iii. Black	46	37.70%
iv. White	55	45.08%
v. Hispanic/ Latino	14	11.48%
11. Result of Stop:		
a. Verbal Warning	1177	10.28%
i. Alaska/ Native American/ Indian	1	0.08%
ii. Asian/ Pacific Islander	98	8.33%
iii. Black	457	38.83%
iv. White	524	44.52%
v. Hispanic/ Latino	97	8.24%
b. Written Warning	6300	55.05%
i. Alaska/ Native American/ Indian	7	0.11%
ii. Asian/ Pacific Islander	474	7.52%
iii. Black	2411	38.27%
iv. White	3034	48.16%
v. Hispanic/ Latino	374	5.94%
c. Citation	3713	32.44%
i. Alaska/ Native American/ Indian	1	0.03%
ii. Asian/ Pacific Islander	214	5.76%
iii. Black	1347	36.28%
iv. White	1475	39.73%
v. Hispanic/ Latino	676	18.21%
d. Written Warning and Arrest	63	0.55%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	1.59%
iii. Black	27	42.86%
iv. White	32	50.79%
v. Hispanic/ Latino	3	4.76%

Racial Profiling Analysis Report

e. Citation and Arrest	38	0.33%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	20	52.63%
iv. White	11	28.95%
v. Hispanic/ Latino	7	18.42%
f. Arrest	153	1.34%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	6	3.92%
iii. Black	55	35.95%
iv. White	55	35.95%
v. Hispanic/ Latino	37	24.18%
12. Arrest Based On:		
a. Violation of Penal Code	116	1.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	4	3.45%
iii. Black	51	43.97%
iv. White	38	32.76%
v. Hispanic/ Latino	23	19.83%
b. Violation of Traffic Law	41	0.36%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	1	2.44%
iii. Black	11	26.83%
iv. White	15	36.59%
v. Hispanic/ Latino	14	34.15%
c. Violation of City Ordinance	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
d. Outstanding Warrant	97	0.85%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	2	2.06%
iii. Black	40	41.24%
iv. White	45	46.39%
v. Hispanic/ Latino	10	10.31%

Racial Profiling Analysis Report

13. Was Physical Force Used:	11444	100.00%
a. NO	9	0.08%
i. Alaska/ Native American/ Indian	793	6.93%
ii. Asian/ Pacific Islander	4317	37.72%
iii. Black	5131	44.84%
iv. White	1194	10.43%
v. Hispanic/ Latino	0	0.00%
b. YES	0	
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
b 1. YES: Physical Force Resulting in Bodily Injury to Suspect	0	
b 2. YES: Physical Force Resulting in Bodily Injury to Officer	0	
b 3. YES: Physical Force Resulting in Bodily Injury to Both	0	
14. Total Number of Racial Profiling Complaints Received:	0	

REPORT DATE COMPILED 01/28/2025



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: February 18, 2025

TOPIC: Consideration and possible action to approve a requested amendment to zoning and development-related provisions and requirements for the Manvel Town Center Planned Unit Development (PUD), as outlined in Exhibit E of Ordinance 2017-O-33, pertains to minimum parking requirements, lighting regulations, open storage allowance, signage requirements, and permitted uses.

BACKGROUND: Ordinance No. 2017-O-33 established the Manvel Town Center Planned Unit Development (PUD) district and outlined specific zoning and development standards. The Weitzman Group (the applicant), representing Manvel Town Center Ltd, has been working with staff to amend the PUD requirements. However, due to unexpected delays in obtaining authorization signatures from all property owners, the applicant requested the following variances under the existing PUD provisions, which were subsequently granted to facilitate the timely development of the proposed HEB and Lowe's.

1. Minimum One-Way Aisle Width: In November 2022, a variance was granted to HEB, allowing a reduction in the minimum one-way aisle width from 25 feet to 18 feet for a 60-degree parking angle.
2. Maximum Height for Main HEB and Lowe's Wall Signs: In September 2023 and October 2024, variances were granted allowing the main wall signs for HEB and Lowe's to reach a maximum height of 120 inches.
3. Minimum Parking Spaces for Lowe's: In October 2024, a variance was granted reducing the required parking spaces for Lowe's from 5.0 spaces to 4.0 spaces per 1,000 square feet of gross leasable floor area, plus an additional 2.0 parking spaces per 1,000 square feet of floor area designated as an outdoor garden center.
4. Use of Off-Street Parking for Open Storage at Lowe's: In October 2024, a variance was granted permitting Lowe's to utilize up to 12% of off-street parking spaces for long-term and seasonal storage of inventory, equipment, vehicles, or other business-related property.

After obtaining authorization signatures from all property owners, the applicant is requesting an amendment to Ordinance No. 2017-O-33 to include specific language in the PUD document to allow the following:

1. Parking Reduction: Reduce the required number of parking spaces from 5.0 spaces to 4.0 spaces per 1,000 square feet of gross leasable floor area for any building with 80,000 square feet or more, plus an additional 2.0 parking spaces for each 1,000 square feet of the floor area designated as an outdoor garden center.
2. Lighting Regulations: Replace the Outdoor Lighting requirements with those based on the City of Manvel Regulations rather than Fort Bend County Regulations. Additionally, specify that all newly installed exterior Modules/Fixtures within the development must be LED.
3. Use of Off-Street Parking for Open Storage: Allowance to utilize a maximum of 12% of off-

street parking spaces for long-term and seasonal storage of inventory, equipment, vehicles, or other business-related property for buildings with 80,000 square feet of gross leasable floor area or more.

4. Signage:

- a) Multi-Tenant Pylon Signs approval: Clarify that “One Multi-Tenant Pylon Sign is permitted for each entrance in the development from S.H. 288 and S.H. 6” along with removing approval requirement by the Texas Department of Transportation (TxDOT).
- b) Single Tenant Monument/Pylon Signs: Revise the regulation to allow one monument sign on each street when streets are public roadways/highways, instead of only thoroughfares, and remove the requirement for a minimum distance of 100 feet between these signs.
- c) Include Multi-Tenant Monument Signs with definition and minimum size requirement (maximum of 5 feet height and 50 square feet area).
- d) Wall Mounted Signage Height: Include a maximum letter height of 120 inches for individual uses with a gross floor area greater than 8,000 square feet. Additionally, update the standards for anchor tenants with a gross floor area of over 120,000 square feet as follows:
 - i. Wall-mounted signage lettering may not exceed 130 inches in height.
 - ii. Wall-mounted logos, symbols, and related branding shall not exceed 198 inches in height.
- e) General Signage Requirements: Include that directional/informational signs are not subject to limitations on size, height, number, or minimum distance requirements. Additionally, specify the following minimum distance requirements between other types of signage:
 - i. 100 feet (100') distance between Multi-Tenant Pylon signs.
 - ii. 25 feet between Single Tenant Monument/Pylon Signs.
 - iii. 50 feet (50') between Multi-Tenant Monument Signs.
 - iv. 60 feet (60') between Fuel Station Signage.

5. Permitted Uses: Add the following land uses that shall be permitted by right in addition to all uses permitted within the Light Commercial zoning district at the time the PUD document is approved by City Council, even if the then zoning code requires a Specific Use Permit (SUP):

- o Convenience Stores/Gas Stations (maximum of three within the PUD)
- o All other General Merchandise Stores (any conditions on distance requirements and/or Gross Floor Area requirements for fresh produce, meat and dairy products shall not apply within the PUD)
- o Ambulatory Health Care Services
- o Medical and Dental Uses
- o Other Personal Care Services including Massage Establishment
- o Nail Salons

Staff Findings: The proposed amendments for the Manvel Town Center Planned Unit Development (PUD) reflect the evolving needs of the development and are aligned with the commercial nature of the project. The requested adjustments—ranging from parking reductions and updated lighting regulations to modifications in signage standards, and use allowances offer greater flexibility for large-scale retail operations like HEB and Lowe’s, while ensuring that the overall development remains functional, visually appealing, and consistent with the city’s goals. The proposed changes to landuse allowance will remove additional Specific Use Permit process for uses that were anticipated and allowed at the time of PUD creation. These changes are reasonable and will help the area develop efficiently, but ongoing monitoring is needed to ensure the revised standards are followed.

RECOMMENDATION: Staff recommends approval of the amendment to zoning and development-related provisions and requirements for the Manvel Town Center Planned Unit Development (PUD), as outlined in Exhibit E of Ordinance 2017-O-33, pertains to minimum parking requirements, lighting regulations, open storage allowance, signage requirements, and permitted uses.

PD&Z RECOMMENDATION: The Planning, Development, and Zoning (PD&Z) Commission tabled this item at the January 13, 2025, meeting. Then, at the PD&Z meeting on January 27, 2025, the Commission voted six (6) 'Yeas' to zero (0) 'Nays' to postpone the PUD Amendment for up to 90 days.

ATTACHMENTS: Ordinance No. 2025-O-1, Manvel Town Center PUD Amendment Application packet.

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Ellie Roohbakhsh / Assistant Planner

FINANCE DIRECTOR APPROVAL _____

CITY MANAGER APPROVAL _____



City Council Specific Use Permit Request

Agenda of:	February 18, 2025	Initiated By:	Jose Abraham Director, Development Services
Department:	Development Services	Presented By:	Jose Abraham Director, Development Services

Summary

This is a city-initiated request to change the zoning classification of an approximate 0.18 acre tract of land generally located east of Uzzel Road (a portion of Property ID: 171882), from Open-Single-Family Residential district (OSFR) to Open-Single-Family Residential district with Specific Use Permit (OSFR-SUP); providing for the granting of a Specific Use Permit with conditions to authorize the use of the subject site for NAICS use 7133990 "all other amusement and recreation industries". The City of Manvel Police Department and Houston Pipeline Company (owner), intends to enter into a 10-year lease agreement, to use the subject site as an outdoor shooting range for police firearms training. An annual payment of \$2,667 or a one-time lump sum of \$24,003 is being considered for the proposed lease agreement. Payments will begin in FY 2026 to allow for budget planning. The proposed use of a shooting range is classified as NAICS use 7133990 "all other amusement and recreation industries" and requires an SUP within OSFR district.

Exhibits

Aerial Vicinity Map, Zoning Vicinity Map, Major Thoroughfare Plan Map, Lease Agreement, Application, Letter of Authorization, Letter of Request, and Public Hearing Notice.

Recommended Action

A Public Hearing followed by consideration and action from the City Council to approve Ordinance No. 2025-O-02.

General Site Information

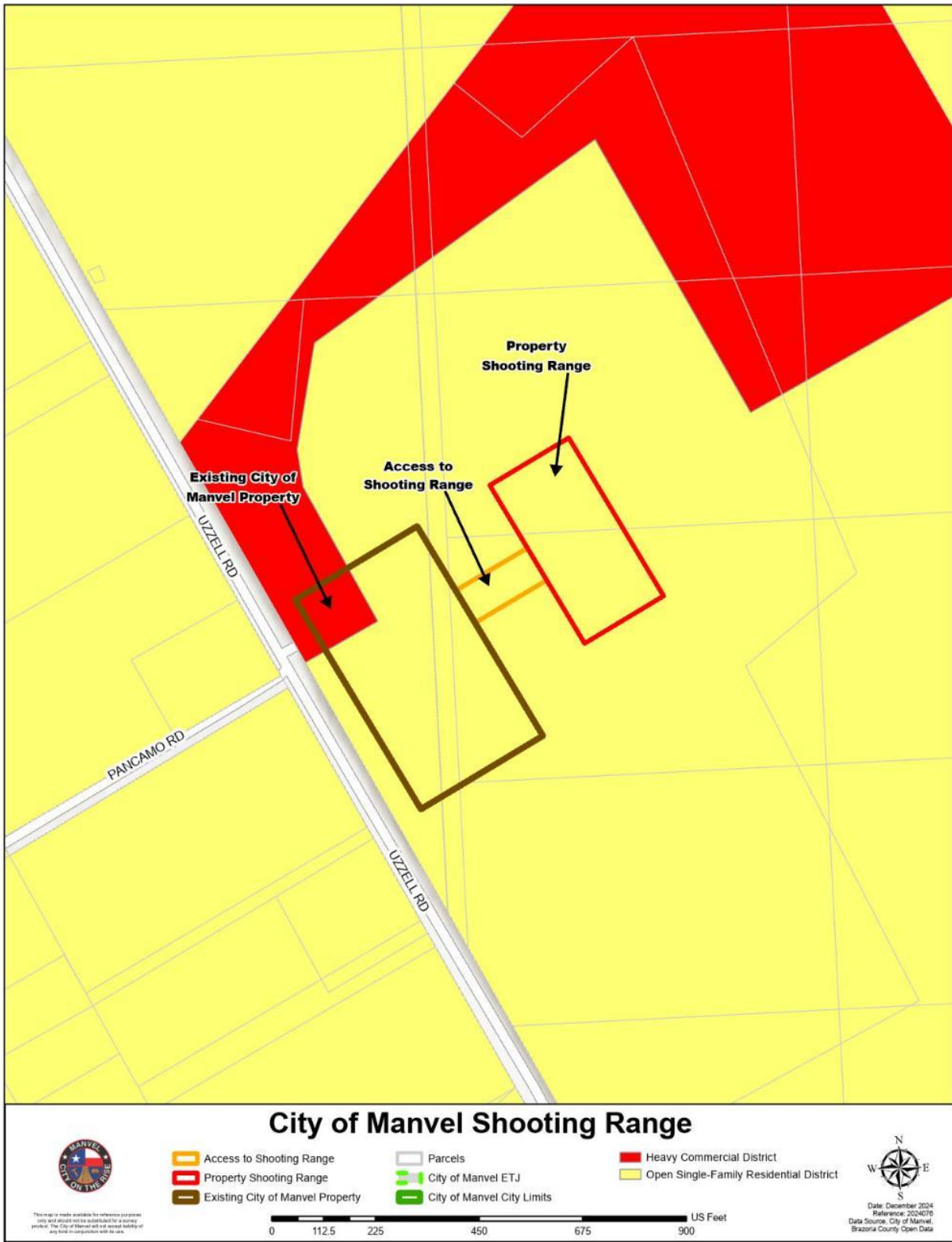
The following is a summary of general site information.

Surrounding Property Zoning	North: Open-Single-Family Residential District (OSFR)/ Heavy Commercial District South: Open-Single-Family Residential District (OSFR) East: Open-Single-Family Residential District (OSFR) West: Open-Single-Family Residential District (OSFR)/ Heavy Commercial District (HC)
Surrounding Land Use	North: Houston Pipeline Company LP industrial operation South: Undeveloped land East: Undeveloped land West: City of Manvel Public Works / Residential across from Uzzell Road

Aerial Vicinity Map



Zoning Vicinity Map



Staff Report

Zoning Ordinance Provisions for Specific Use Permits

In Section 77-50 (a) *Uses Requiring Specific Use Permit*, of the Zoning Ordinance it states “certain uses of land, buildings or structures may not be appropriate under all circumstances in any given zoning district but may be appropriate where adequate precautions can be taken to assure compatibility with surrounding uses, public need, and the orderly development of the city as a whole. This section provides City Council and Planning, Development, and Zoning the opportunity to deny or to conditionally approve those uses for which specific use permits are required. These uses generally have unusual characteristics or are of a public or semipublic character often essential or desirable for the general convenience and welfare of the community. However, because of the nature of use, the importance of the use’s relationship to the comprehensive plan, or possible adverse impact on neighboring properties of the use, review, evaluation, and exercise of planning judgement relative to the location and site plan of the proposed use are required.”

In Section 77-50 (b) of the Zoning Ordinance it further states, “the City Council, after receiving the recommendation of the planning, development and zoning commission, may by ordinance, grant a specific use permit for the permitted uses, as herein qualified by the permitted use table, in locations and zoning districts to permit a use where they are not otherwise permitted by this article, and may impose any appropriate conditions and safeguards to protect property and property values, and in the interest of health, safety or welfare.”

Requested SUP and Staff Analysis

The subject site is an approximate 0.18-acre (400 feet X 200 feet) portion of a larger property located on the east side of Uzzel Road. The subject site can be accessed only from 9431 Uzzel Road, which is the location for City of Manvel Public Works Department. Uzzell Road is classified as a collector road and requires a minimum right-of-way width of 80 feet. The subject site includes an existing concrete slab from a previous non-residential development spanning the entire site. Currently, the Manvel Police Department lacks a dedicated arms training facility and must rely on outside facilities, such as Alvin Community College and the City of Alvin shooting range for training. Establishing this dedicated training facility will enable officers to enhance their skills and maintain firearm proficiency within the city. Therefore, the applicant Captain Christopher Day, on behalf of the Manvel Police Department is requesting this SUP to allow for a shooting range to operate on the subject site.

The applicant is proposing that the following be considered as part of reviewing this request:

- The shooting range is proposed to be surrounded by a 21’ tall x 42’ wide berm that meets National Rifle Association (NRA) standards, with mature trees surrounding the area to help mitigate sound.
- Normal operating hours will be during daylight hours, with occasional low light shooting during daylight savings, and no external lights or electricity are planned for the site.
- The existing concrete pad will make lead remediation easier in the future.
- Secure operation of the proposed shooting range will be defendant on the placement of a 20’ storage container out of public view.
- Additionally, a 20’ x 30’ carport will be provided to shelter officers during breaks. The shooting range will be restricted to certified police officers with Qualified Range Safety Officers conducting training. Limited public training events may be held a few times per year to cover

firearm safety, with at least two Qualified Range Safety Officers present. Parking will be accommodated at the nearby public works facility.

Criteria for Approval

Section 77-50(e) of the Zoning Ordinance provides the following approval criteria for SUP requests. These criteria help in determining whether the proposed use is in harmony with existing surrounding uses and zoning districts.

1. Conformance to Comprehensive Plan: The proposed shooting range does not directly tie into one of the comprehensive plan goals. However, a dedicated arms training facility for the Police Department facilitates promotes safety within the community, which is a recently adopted core value for the City of Manvel. A safe community is foundational to achieving all the land-use goals specified in the Comprehensive Plan.
2. Compatibility with the character of the neighborhood: The proposed shooting range will not include any high intensity development. The subject site is surrounded by vegetation and abuts vacant land and non-residential use, thereby, allowing some physical compatibility.
3. The suitability of the property for the uses permitted by right: The subject site is zoned OSFR but abuts non-residential uses on two sides. Also, the subject site includes an existing slab and would possibly need remediation before developing for single-family residential development. Therefore, the subject site is not the most suitable site for uses permitted by right.
4. Detrimental impact on nearby property: Generally, shooting ranges result in noise related concerns in the surrounding area where they are located. However, the proposed use is expected to have minimal impact in the area due to multiple reasons. The immediate surrounding of the subject site includes non-residential land uses or vacant land. The nearest residential homes are across from Uzzel Rd. The subject site is setback approximately 540 feet from Uzzell Rd. Existing vegetation and buildings serve as a buffer between the subject site and residences across from Uzzell Rd. The applicant is proposing to use suppressors, tall berms, and other best practices to reduce noise levels. Additionally, the normal hours of operation will be during the daytime and will not include any lighting or night-time operations.
5. Traffic and Parking issues: Since the proposed use is not a commercial operation and its use is limited to training for Manvel Police Department, change in traffic patterns is not anticipated. The existing Public Works facility provides enough parking for the proposed use.
6. Harm to the value of nearby properties: Since the abutting properties are either developed as non-residential uses or is vacant land, it is difficult to establish the impact of the proposed use on nearby properties. Even though noise related concerns can be minimized, the proposed use could have an impact the value of nearby properties. However, it is important to also note that the area includes land that is currently zoned Heavy Commercial.
7. Impedance to orderly development surrounding vacant property: a large portion of the surrounding property is owned by the same property owner.
8. Utility Provisions: The proposed use is not anticipated to have any further impact on utility provisions.

9. Safe site development and layout: The proposed shooting range will not include site improvements other than a berm, placement of a storage container, and a carport. The shooting range will be primarily used by Police Department for training purposes, therefore, no adverse impact on public or adjacent properties is anticipated.
10. Lighting: The absence of external lighting and limited daytime operation prevents light pollution and associated nuisance.
11. Landscaping and screening: The subject site is surrounded by existing trees and vegetation.
12. Other appropriate conditions and safeguards in the interest of health, safety or welfare: The range will be used exclusively by police officers and qualified personnel, with occasional public training events supervised by Range Safety Officers. These safety measures, along with a 540-foot distance from the proposed use to Uzzell Road, ensure compatibility with the neighborhood while addressing potential concerns. The applicant is also proposing to use suppressors, tall berms, and other best practices to reduce noise levels.

Staff Recommendation

Based on the above discussion, staff recommends approval of this SUP request for the subject site to allow NAICS Use No. 7133990: "All Other Amusement and Recreation Industries" with the following conditions:

1. A 21' tall X 42' wide earth berm based on National Rifle Association standards shall be always maintained on the subject site.
2. All range equipment and accessories shall be stored in an existing secure building in close vicinity or a storage container located out of view from a public right-of-way.
3. All shooting shall be directed away from Uzzell Road.

Planning, Development and Zoning Commission Discussion and Recommendation

At the January 13, 2025, Planning, Development, and Zoning Commission meeting, there was a general discussion on the operation of the proposed shooting range. The applicant presented clarification on the general operation of the proposed use and also provided additional details of noise reduction measures to be considered. The PD&Z Commission recommended approval of Ordinance No. 2025-O-02 with a vote of six (6) "Yeas" to zero (0) "Nays" at their January 13, 2025 meeting.

Public Hearing

The Notice of Public Hearing was published in the newspaper of general circulation. All property owners within 200 feet of the property were notified. At the time of writing this report, no information inquiries have been received and staff is not aware of opposition. Please note that public hearing notices were sent out to property owners within 200 feet from the subject site, however, none of the properties across from Uzzell Rd were located within 200 feet.

Major Thoroughfare Plan Map



Application



Development Services

20025 Highway 6
Manvel, TX 77578
P: 281-489-0630
F: 281-489-0634

Specific Use Permit Application

Project Information

Project Name: Police Department Shooting Range
Project Location/Address: 400' X 200' vacant parcel located off Uzzel Rd behind/ east of Manvel Public Works Dept.
Legal Description: A0410 A B & M TRACT 30A1-31A-32A- 33A-38A-39A-40A-41A-46A (as per BCAD)
Current Zoning: O-SFR Proposed Land Use: Shooting Range NAICS No.: 713990
Parcel/Tax ID# (s): PID 171882 Total Acreage: 0.18 acres (80,000 Sq. Ft.)

Applicant Information

Applicant Name: Christopher Day, Patrol Captain / Keith Traylor, Director of Public Safety and Chief of Police,
Company Name: City of Manvel Police Department
Address: 6615 North Masters Road City: Manvel State: Texas Zip: 77578
Phone #: 281-489-1212 Email: ktraylor@manvelpd.org / cday@manvelpd.org

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT, and I, the undersigned, am authorized to make this application on behalf of the owner(s). I understand that this application will expire when requested in writing by either party.

[Signature]
Applicant Signature (REQUIRED)

9/5/2024
Date

Property Owner Information

Owner(s) Name: HOUSTON PIPE LINE COMPANY LP
Address: 1300 Main Street, 19th Floor (ROW) City: Houston State: Texas Zip: 77002
Phone #: 713.989.2865 Email: keith.tyree@energytransfer.com (Right-of-Way Dept.)

PROPERTY OWNER'S AUTHORIZATION (Required – If owner is also the applicant, must sign as both):

I am the owner of the property for which this application is being made. I authorize the above person (Applicant) to submit this application and to correspond with the City of Manvel regarding this application on my behalf.

[Signature]
Owner's Signature (REQUIRED)

9/5/2024
Date



Development Services

20025 Highway 6

Manvel, TX 77578

P: 281-489-0630

F: 281-489-0634

Submittal Checklist

So that we may efficiently review the City of Manvel's project in a timely manner, it is important that all required documents and fees listed on the "Submittal Checklist" below are submitted by the City of Manvel with the application. One or more of the required documents may be waived due to the nature of the development; however, it is incumbent upon the applicant to inquire about these exceptions for the City of Manvel's project **before** submitting this application. Answers to specific use permit applications can be obtained by attending a pre-development meeting with our Development Review Committee (DRC) prior to submitting a formal application. Please call the phone number on the application to schedule an appointment. Submit application and accompanying documents to the Permits and Inspections at the address above Monday through Thursday between the hours of 7:30 a.m. and 5:30 p.m. and Friday between the hours of 7:30 a.m. and 11:30 a.m.

Specific Use Permit Submittal Checklist Items	Required (Please Check)
Completed Specific Use Permit Application (with all signatures)	
Two (2) Copies of a Conceptual Plan (building, parking, landscaping, etc. locations)	
Two (2) Legal Descriptions of Property (metes & bounds description if not platted)	
Two (2) Copies of Recorded Plat (if platted)	
Two (2) Applicant Letters of Request	
Traffic Impact Analysis, (if applicable)	
Paid Application Fee	

Applicant Certification

By signing below, I acknowledge that I have reviewed the Submittal Checklist and have included the required submittal items and reviewed them for completeness and accuracy. I also acknowledge that my application will be rejected if it is deemed incomplete.

Applicant Signature

Date

Letter of Authorization



Development Services

20025 Highway 6

Manvel, TX 77578

P: 281-489-0630

F: 281-489-0634

LETTER OF AUTHORIZATION

Have property owner complete and sign, if applicant differs from property owner.

HOUSTON PIPE LINE COMPANY LP

Owner Name

1300 Main Street, 19th Floor (ROW)

Owner Address

Houston, Texas

77002

Owner City, State

Zip

Date

2/5/2024

Building and Inspections 20025

Highway 6

Manvel, TX 77578

Dear City of Manvel Permits and Inspections,

I, Mark Vedral, certify that I am the Senior Director for Land and Right-of-Way representing owner (Houston Pipe Line Company LP) concerning the project property located at 6615 North Masters Road, Manvel, Texas 77578 and that the forgoing statements and answers made and all data, information, and evidence herewith submitted are in all respects to the best of my knowledge and belief, true, and correct. I appoint Keith L Tyree with the company (Houston Pipe Line Company LP) to act as the Company representative for this project. I agree that my representative will be responsible for receiving payments of invoices due from the City of Manvel related to this application and the project lease. Furthermore, I understand that any material misrepresentation of this application, failure to comply with ordinances, and /or failure for the City of Manvel to remit invoice payments for services to the Company can lead to delays in this project – up to and including rejecting the project and forfeiting any fees or annual payments already paid.

Please contact our representative directly at 713.989.2865 if you have any questions. Sincerely,

Owner Name: Mark Vedral, Senior Director for Land and Right-of-Way

Owner Signature

Lease Agreement

SURFACE SITE AND ACCESS LEASE AGREEMENT

THE STATE OF TEXAS §
 § KNOW ALL PERSONS BY THESE PRESENTS
COUNTY OF BRAZORIA §

That this lease agreement between HOUSTON PIPE LINE COMPANY LP (HPL), a Delaware limited partnership, whose address is 1300 Main Street, Houston, Texas 77002, in Harris County, Texas, acting by and through its duly authorized representative, hereinafter called LESSOR and the CITY OF MANVEL, TEXAS, a municipal corporation, acting herein by and through its authorized and constituted MAYOR, hereinafter called LESSEE,

WITNESSETH:

I.

Lessor hereby leases, rents and lets to Lessee for a period of time hereinafter stated and upon the terms and conditions and for the rental hereinafter set out, within that certain 400' x 200' vacant parcel of land owned by Lessor (as shown on attached Exhibit "A" and heretofore after called "Owned Premises"), together with all improvements and hereditaments which the Lessor may own or have any claim to which are thereon situated, located in the City of Manvel, County of Brazoria, State of Texas.

II.

The primary term of this lease shall begin October 1, 2024 and shall extend for a ten (10) year term ending September 30, 2034, unless sooner terminated by mutual agreement by and between the parties hereto or under and pursuant to the terms of this agreement as hereinafter set out. LESSEE is given the expressed option to renew this lease agreement for additional ten (10) year periods each, on the same terms and conditions, with the exception of rental which shall be established by LESSOR. In the event LESSEE wishes to exercise its options for renewal, it shall give LESSOR notice in writing six (6) months prior to that term's expiration date.

III.

LESSEE shall pay LESSOR the following as rent therefor during said term:

The rental for the leased premises shall be 9 annual payments of \$2667.00 per year, subject to appropriations, with \$0.00 (zero) being due the first year. Alternatively the 10-year term can be made in one lump sum of \$24,003.00.

Rental for the ten-year option periods shall be as established by Lessor using the Consumer pricing Index (CPI) at the time such options are exercised by the Lessee.

IV.

LESSEE agrees to pay all gas, electric, water, sewage and other utility charges pertaining to the leased premises. The parties acknowledge that the City of Manvel is a governmental entity and is tax-exempt.

V.

LESSOR has no duty to inspect said premises to determine the need for repairs or to determine whether LESSEE is maintaining the premises and/or buildings in the manner in which it has agreed; however, with notification, LESSOR may need to enter the premises and inspect the same to determine if LESSEE is complying with the covenants contained in this lease and at any reasonable times due to emergency issues.

VI.

LESSEE agrees to conduct its business on the premises herein leased in compliance with all valid ordinances and/or regulations of the CITY OF MANVEL, as well as all the laws of the

COUNTY OF BRAZORIA, the STATE OF TEXAS, the UNITED STATES OF AMERICA and/or STATE and FEDERAL regulatory agencies, and any amendments thereto.

VII.

LESSEE shall not permit the accumulations of waste, trash or refuse matter on the premises herein being leased. LESSEE shall perform shooting range regulated safety protocols and soil sifting and shall maintain a high-quality range facility.

VIII.

LESSEE shall ACCESS LESSOR'S property from the existing City of Manvel leased property (as shown on Exhibit A) either through or around the eastern side so the HPL Facility can maintain safety and security.

IX.

LESSEE shall not assign, sublet, pledge, mortgage or encumber this lease in whole or in part or sublet the premises or any part thereof. This covenant shall be binding upon the employees, legal representatives and any third-party representative of LESSEE herein. No consent on the part of LESSOR shall operate as a release of the duties of LESSEE unless said release is in writing and specifically states LESSEE has been relieved of its duties and obligations included in this agreement.

X.

LESSEE shall not be entitled to claim a constructive eviction from the premises unless LESSEE shall have first notified LESSOR in writing of the condition or conditions giving rise thereto and if the complaints be justified, unless LESSOR shall have failed within a reasonable time after receipt of such notice to remedy such condition.

XI.

LESSEE further covenants and agrees that it will at all times during the term of this lease, or any extension thereof, at its own expense, maintain and keep in force liability insurance insuring LESSEE in an amount of not less than:

- a) \$500,000.00 per accident,
- b) \$250,000.00 per person for injury to any one person or any one occurrence and
- c) \$50,000.00 for property damage, against loss, liability or damage which may result to LESSEE, from accident or casualty whereby any person or persons whomsoever may be injured or killed or sustain property damage on the leased premises. LESSEE shall furnish LESSOR an endorsement naming the HOUSTON PIPE LINE COMPANY LP (HPL GP, LLC, it's general partner) as an additional insured.

XII.

Upon the termination of this lease, for whatever cause, LESSEE shall deliver to LESSOR peaceable possession of the entire premises, in as good condition as it was received, except by ordinary wear and tear, and/or damage by fire or acts of God.

XIII.

In the event LESSEE should temporarily hold over or be permitted to hold over and occupy said premises after the expiration of the term of said lease, or after the termination hereof pursuant to the provisions herein contained, such holding over by LESSEE shall not be deemed a renewal or extension of this lease in any way, but LESSEE shall after such termination, be deemed a tenant wholly at the will of LESSOR.

XIV.

For any uncured default, the lease herein granted can be terminated by LESSOR in the following circumstances:

- a) Should default be made by LESSEE in the payment of any rental provided for herein, and should default continue for a period of thirty (30) days, then LESSOR may mail notice of such default and thirty (30) days from the date of receipt of such notice of default to LESSEE then in such event LESSOR may declare all of said rent for the entire term of said lease due and payable and/or terminate the lease and all rights of LESSEE to possession under the terms of this lease and it shall be lawful for LESSOR, its agents or assigns to enter upon the said premises or any part thereof either with or without process of law without incurring any legal responsibility therefor. In the event said power to terminate is exercised by LESSOR, it shall not constitute an election of waiver of any right of LESSOR.
- b) If LESSEE shall breach any other condition or neglect or refuse to perform any of the covenants and/or agreements herein contained, or in case the said LESSEE shall assign or sublet the premises or any part thereof to any person, firm or corporation without the written consent of LESSOR, then in any of those events LESSOR may give written notice of said breach or attempted breach setting out the nature thereof, and if the same is not corrected within thirty (30) days after such notice, then LESSOR can declare all of said rent for the entire term of said lease due and payable and/or terminate this lease and reenter said premises as provided in (a) above.

XV.

In case of loss or damage to the premises herein leased by storm waters or any other cause whatsoever, so that use thereof by LESSEE is impossible, if LESSOR does not deem it advisable in its sole and unlimited discretion to repair or replace the land and/or improvements herein leased, LESSOR shall, within thirty (30) days after the loss from any of the foregoing causes, notify LESSEE in writing of LESSOR's election not to repair or replace said land and/or improvements, in which event LESSEE may repair the premises or terminate the lease with regard to the payment of rentals and the term hereof, and for all other purposes, SAVE AND EXCEPT, that LESSEE shall have a continuing duty to deliver up to the LESSOR possession of the premises in as good condition as is reasonable possible under all the circumstances then existing. If said lands and/or improvements are seriously damaged by storm waters or any other cause as aforesaid LESSOR may if it deems advisable in its sole and unlimited discretion to do so repair or replace said land, Using reasonable diligence in so doing to the end that the entire premises may be placed in a tenantable condition as soon as is reasonably possible after such loss or damage in which event this lease shall continue in full force and effect, PROVIDED, HOWEVER, that during the term that such premises are not in tenantable condition, the LESSEE shall be relieved of its obligation to pay the rental thereon until such premises are again rendered tenantable.

XVI.

LESSEE shall upon the expiration of this lease, if all rents and charges have been paid; and all covenants and agreements on its part have been performed, have the right to remove all property placed on said premises by LESSEE, SAVE AND EXCEPT any permanent improvements so attached to the premises that their removal will cause permanent damage to the premises.

XVII.

It is strictly understood that the only relationship between the parties hereto is LESSOR – LESSEE and the parties have no intention of entering a partnership or joint venture or any other similar relationship by virtue of this agreement.

XVIII.

The parties waiver of breach of one covenant and condition of this lease is not a waiver of breach or of subsequent breach of the one waived. LESSOR's acceptance of rent installments after breach is not a waiver of the breach except of the breach of the covenant to pay the rent installments accepted.

XIX.

Appointment of a receiver to take possession of LESSEE's assets, LESSEE's general assignment for benefits of creditors, or LESSEE's insolvency or taking suffering action under the Bankruptcy Act shall constitute a breach of this lease.

XX

This lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors in interest, heirs, executors, administrators and assigns, except as otherwise provided herein.

XXI.

The terms LESSOR and LESSEE and the pronouns used herein referring to LESSOR and LESSEE shall always mean and include the proper gender and the applicable singular or plural for the party or parties herein named.

XXII.

Any notice required by this lease shall be sent to the respective party as follow:

LESSOR:

HOUSTON PIPE LINE COMPANY LP
(HPL GP, LLC, it's general partner)
1300 Main Street, ROW 19th Floor
Houston, Texas 77002

By: (Signed) _____
Name: (Print) _____
Title: _____

STATE OF TEXAS §
COUNTY OF HARRIS §

The foregoing instrument was acknowledged before me, a Notary Public duly commissioned and qualified in and for said county and state, on this _____ day of _____, 2024 by Mark Vedral, Senior Director of Land and Right-of-Way for HPL GP, LLC, general partner of Houston Pipe Line Company LP, a Delaware limited partnership, as the act and deed of said limited partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of _____, 2024.

(S E A L)

Notary Public

My Commission Expires _____

LESSEE:

THE CITY OF MANVEL TEXAS

6615 North Masters Road

Manvel, Texas 77578

By: (Signed) _____

Name: (Print) _____

Title: _____

STATE OF TEXAS §

COUNTY OF BRAZORIA §

ACKNOWLEDGED BEFORE ME by _____,
Mayor of the City of Manvel, Texas, a home rule municipality duly incorporated under the laws
of the State of Texas, in the capacity herein stated and as said City of Manvel, Texas.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of
_____, 2024.

(S E A L)

Notary Public in and for the State of Texas

My Commission Expires _____

Upon Recording, Please Return To:
ENERGY TRANSFER/HOUSTON PIPE LINE COMPANY LP
Attn: Keith Tyree, 19th Floor, ROW Dept.
1300 Main Street, Houston, TX 77002

Letter of Request



CITY OF MANVEL

DEPARTMENT OF PUBLIC SAFETY

Police



6615 North Masters Road
Manvel, Texas 77578

<http://www.cityofmanvel.com>

Phone: (281) 489-1212
Fax: (281) 489-4401

Keith Taylor
Director of
Public Safety/
Chief of Police
281.489.1212

Shonna Bellow
Fire Marshal
281.489.0630

Daniel Franklin
Code
Enforcement
281.489.0630

John Sherman
Animal Control
281.489.1212

To: Jose Abraham – Director of Development Services.
From: Chris Day – Police Captain
Date: December 5, 2024
Ref: Shooting Range Specific Use Permit.

Jose, the Manvel Police Department would like to apply for a Specific use permit for the vacant parcel off Uzzel Rd behind/ east of the Manvel Public Works Dept. The Legal description is A0410 A B & M TRACT 30A1-31A-32A- 33A-38A-39A-40A-41A-46A (as per BCAD). This property is 400' x 200' 80,000 sq. ft. leased to the City of Manvel from the Houston Pipeline Company. We would like to utilize the area for a live-fire training range for the Police Department. Below are some key points.

- The entire range is surrounded by a 21' tall x 42' wide earth shooting berm that conforms to the NRA standard. There are also mature trees surrounding the area to help reduce sound.
- The normal hours of operation will be during daylight hours. Some low-light shooting training will occur during daylight savings when it gets darker early. There are no external lights or electrical on site.
- The site is a complete concrete pad, this will make lead remediation easier in the future and greatly reduce the environmental impact.
- This site will house a 20' storage container out of view from the public. The storage container is an essential piece of security equipment to keep the range equipment safe from possible theft.
- The site will also have a 20' x 30' carport to keep officers out of the elements during breaks.
- The nearest house is almost 1000' away from the site. No shooting will be in the direction of the houses or Uzzell Road.
- This shooting range will not be open to the public. Only Certified police officers with Qualified Range Safety Officers will conduct training on location. A few times a year we can hold training events for members of the public, to go over firearm safety. These training events will be hosted by the Manvel Police Department and at least 2 Qualified Range Safety Officers will be in attendance.
- There is an area at the public works facility that we will utilize for parking.

Thank You for your help with this matter.

Chris Day
Patrol Captain
Manvel Police Department.

Public Hearing Notice to run on Sunday 12/29/2024

A PUBLIC HEARING WILL BE HELD AT MANVEL CITY HALL, 20031 HWY 6, MANVEL, TX, 77578 AT 6:00 P.M. ON MONDAY, JANUARY 13, 2024, BEFORE THE MANVEL PLANNING, DEVELOPMENT, AND ZONING COMMISSION AND AT 6:00 P.M. ON TUESDAY, JANUARY 21, 2024, BEFORE THE MANVEL CITY COUNCIL TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE 0.18 ACRES TRACT OF LAND GENERALLY LOCATED EAST OF UZZEL ROAD (A PORTION OF PID: 171882), WITH ACCESS TO PROPERTY FROM 9431 UZZEL ROAD FROM OPEN-SINGLE-FAMILY RESIDENTIAL DISTRICT TO OPEN-SINGLE-FAMILY RESIDENTIAL FAMILY RESIDENTIAL DISTRICT WITH SPECIFIC USE PERMIT (OSFR-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 7133990 "ALL OTHER AMUSEMENT AND RECREATION INDUSTRIES"; 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. /S/ TAMMY BELL, CITY SECRETARY.



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: February 18, 2025

TOPIC: Public Hearing followed by consideration of a city-initiated request to change the zoning classification of an approximate 0.18 acre tract of land generally located east of Uzzel Road (a portion of Property ID: 171882), from Open Single-Family Residential district (OSFR) to Open-Single-Family Residential district with Specific Use Permit (OSFR-SUP); providing for the granting of a Specific Use Permit with conditions to authorize the use of the subject site for NAICS use 7133990 “all other amusement and recreation industries”.

BACKGROUND: The subject site is an approximate 0.18-acre (400 feet X 200 feet) portion of a larger property located on the east side of Uzzel Road. The subject site can be accessed only from 9431 Uzzel Road, which is the location for City of Manvel Public Works Department. The subject site includes an existing concrete slab from a previous non-residential development spanning the entire site.

The City of Manvel Police Department and Houston Pipeline Company (owner), intends to enter into a 10-year lease agreement, to use the subject site as an outdoor shooting range for police firearms training. An annual payment of \$2,667 or a one-time lump sum of \$24,003 is being considered for the proposed lease agreement. Payments will begin in FY 2026 to allow for budget planning. The proposed use of a shooting range is classified as NAICS use 7133990 “all other amusement and recreation industries” and requires an SUP within OSFR district.

Currently, the Manvel Police Department lacks a similar facility and must rely on outside facilities, such as Alvin Community College and the City of Alvin shooting range for training. Establishing this dedicated training facility will enable officers to enhance their skills and maintain firearm proficiency within the city. The applicant is proposing a 21’ X 42’ wide earth berm based on National Rifle Association standards for sound mitigation. The applicant has also indicated the subject site being surrounded by trees and vegetation will further help in sound dampening. The applicant intends to utilize the parking areas available on the Public Works department property. The proposed use will also require placing of a storage container and a carport on site out of public view from Uzzel Road.

Section 77-50(e) of the Zoning Ordinance provides approval criteria for SUP requests. These criteria help in determining whether the proposed use is in harmony with existing surrounding uses and zoning districts. The attached staff report provides a discussion on these criteria. Generally, shooting ranges result in noise related concerns in the surrounding area where they are located. However, the proposed use is expected to have minimal impact in the area, given the following:

1. The immediate surrounding of the subject site includes non-residential land uses or

vacant land. The nearest residential homes are across from Uzzel Rd. The subject site is setback approximately 540 feet from Uzzell Rd. Existing vegetation and buildings serve as a buffer between the subject site and residences across from Uzzell Rd.

2. Since the proposed use is not a commercial operation and its use is limited to training for Manvel Police Department, change in traffic patterns is not anticipated.
3. The applicant is proposing to use suppressors, tall berms, and other best practices to reduce noise levels. Additionally, the normal hours of operation will be during the daytime and will not include any lighting or nighttime operations.

Please note that public hearing notices were sent out to property owners within 200 feet from the subject site, however, none of the properties across from Uzzell Rd were located within 200 feet.

STAFF RECOMMENDATION: City staff recommends approval of the requested SUP with three (3) conditions listed in the Staff Report.



PD&Z RECOMMENDATION: The PD&Z Commission recommended approval of Ordinance No. 2025-O-02 with a vote of six (6) "Yeas" to zero (0) "Nays" at their January 13, 2025, meeting.

ATTACHMENTS: Staff Report and Ordinance No. 2025-O-02

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Jose Abraham,
Director of Development Services

FINANCE DIRECTOR APPROVAL _____
CITY MANAGER APPROVAL _____



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: February 18, 2025

TOPIC: Public Hearing followed by consideration of a request to rezone an approximate 12.6-acre tract located at the southwest corner of Croix Road and Del Bello Road, from Open Single-Family Residential district (OSFR) to Light Commercial district with Specific Use Permit (LC-SUP); to allow permitted use within Light Commercial district and to authorize the use of a 1.27-acre portion for NAICS use 447110 "Gasoline Stations with Convenience Stores".

BACKGROUND:

- The subject site is currently vacant and is located at the intersection of two designated Major Thoroughfares (Parkway with 120' wide right-of-way). Both streets are not currently built to the standards required by the Major Thoroughfare Plan.
- The applicant, Desiree Waraksa, representing the property owner, Natural Walkways LLC, is proposing to subdivide the subject site and develop multiple retail buildings including an approximate 1.27-acre tract gas station and convenience store. The Zoning ordinance requires approval of a SUP to allow gas stations with convenience store.
- The subject site is located at the edge of Manvel City Limit line along Croix Rd with properties along the north side of Croix Rd being in the City of Manvel Extra Territorial Jurisdiction and properties to the south, east, and west zoned OSFR. Properties to the north of the subject site (ETJ north of Croix Rd) include a single-family home and uses designated as Residential/ Duplex by Brazoria County appraisal district. The subject site abuts vacant land on the south side and includes residential homes on east and west side. The proposed rezoning will introduce commercial use in a predominantly residential area.
- The Notice of Public Hearing was published in the newspaper of general circulation and all property owners within 200 feet of the property were notified. At the time of writing this report, no information inquiries have been received, and staff is not aware of opposition.
- Additional details and staff analysis are included in the attached staff report.

STAFF RECOMMENDATION: The site's location at the intersection of two major thoroughfares supports its transition to a commercial designation. However, since the street and other infrastructure improvements have not been made to the area, rezoning to allow commercial use must be carefully considered.

Due to the absence of a Traffic Impact Analysis, preliminary drainage analysis, and other site plan details discussed above, **STAFF IS NOT ABLE TO PROVIDE A RECOMMENDATION** for this requested rezoning of the subject site from O-SFR to LC/SUP to allow NAICS code 447110, "Gasoline Stations with Convenience Stores."

PD&Z RECOMMENDATION: A motion to recommend approval of Ordinance No. 2025-O-04 to the City Council failed with a vote of zero (0) "Yeas" to five (7) "Nays" at their February 2025, meeting. Therefore, the Planning, Development, and Zoning Commission is not recommending approval of Ordinance No. 2025-O-04, which pertains to the requested rezoning—Specific Use Permit—for the property from Open-Single Family Residential District (O-SFR) to Light Commercial District with a Specific Use Permit (LC-SUP).

ATTACHMENTS: Staff Report and Ordinance No. 2025-O-04

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER

Jesica Portie,
Assistant Planner

FINANCE DIRECTOR APPROVAL _____

CITY MANAGER APPROVAL _____





STAFF REPORT TO City Council

Rezoning - Specific Use Permit

Agenda of:	February 18, 2025	Initiated By:	Jose Abraham Director, Development Services
Subject:	Rezoning, O-SFR to LC-SUP	Presented By:	Jesica Portie Assistant Planner, Development Services
Recommended Action:	A Public Hearing followed by consideration and action to provide a recommendation to City Council.		

SUMMARY

The proposed rezoning involves an approximate 12.6 acres of land at the southwest corner of Croix Road and Del Bello Road (Property ID: 169412), currently zoned Open-Single Family Residential District (O-SFR). The applicant, Desiree Waraksa, representing the property owner, Natural Walkways LLC, is proposing to subdivide the subject site and develop multiple retail buildings including an approximate 1.27-acre tract gas station and convenience store. This would require rezoning the subject site to Light Commercial district with a Specific Use Permit (LC-SUP) on the portion proposed for NAICS code 447110, "Gasoline Stations with Convenience Stores." The site is currently vacant and surrounded by vacant land on the south side and existing residential properties to the east and west. Properties across from Croix Rd (and a portion on the east side) are in City of Manvel Extra Territorial Jurisdiction and include a single-family home and uses identified as Residential/ Duplex by Brazoria County appraisal district. The proposed rezoning will introduce commercial use in a predominantly residential area.

EXHIBITS

Aerial Vicinity Map, Zoning Vicinity Map, Major Thoroughfare Plan Map, Gas Station 2 Miles Buffer Map, Application, Letter of Authorization, Letter of Request, and Public Hearing Notice.

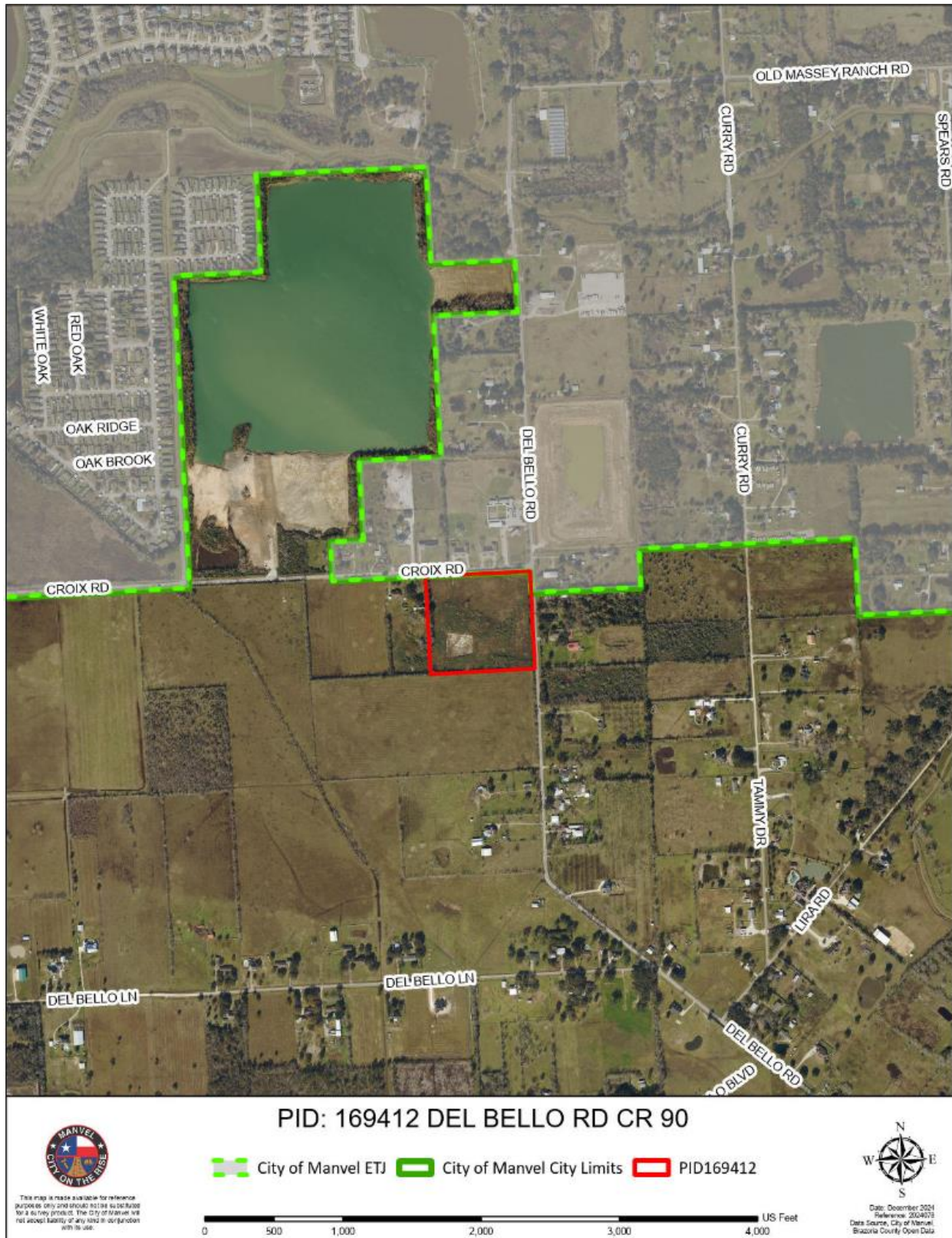
GENERAL SITE INFORMATION

The following is a summary of general site information.

Surrounding Property Zoning	North: Extra Territorial Jurisdiction (ETJ) South: Open Single Family Residential (O-SFR) East: Extra Territorial Jurisdiction (ETJ) / Open Single Family Residential (O-SFR) West: Open Single Family Residential (O-SFR)
Surrounding Land Use	North: Duplexes/Residential/Possible Commercial (Behavior Training Research) South: Vacant/Undeveloped land East: Residential home West: Residential home

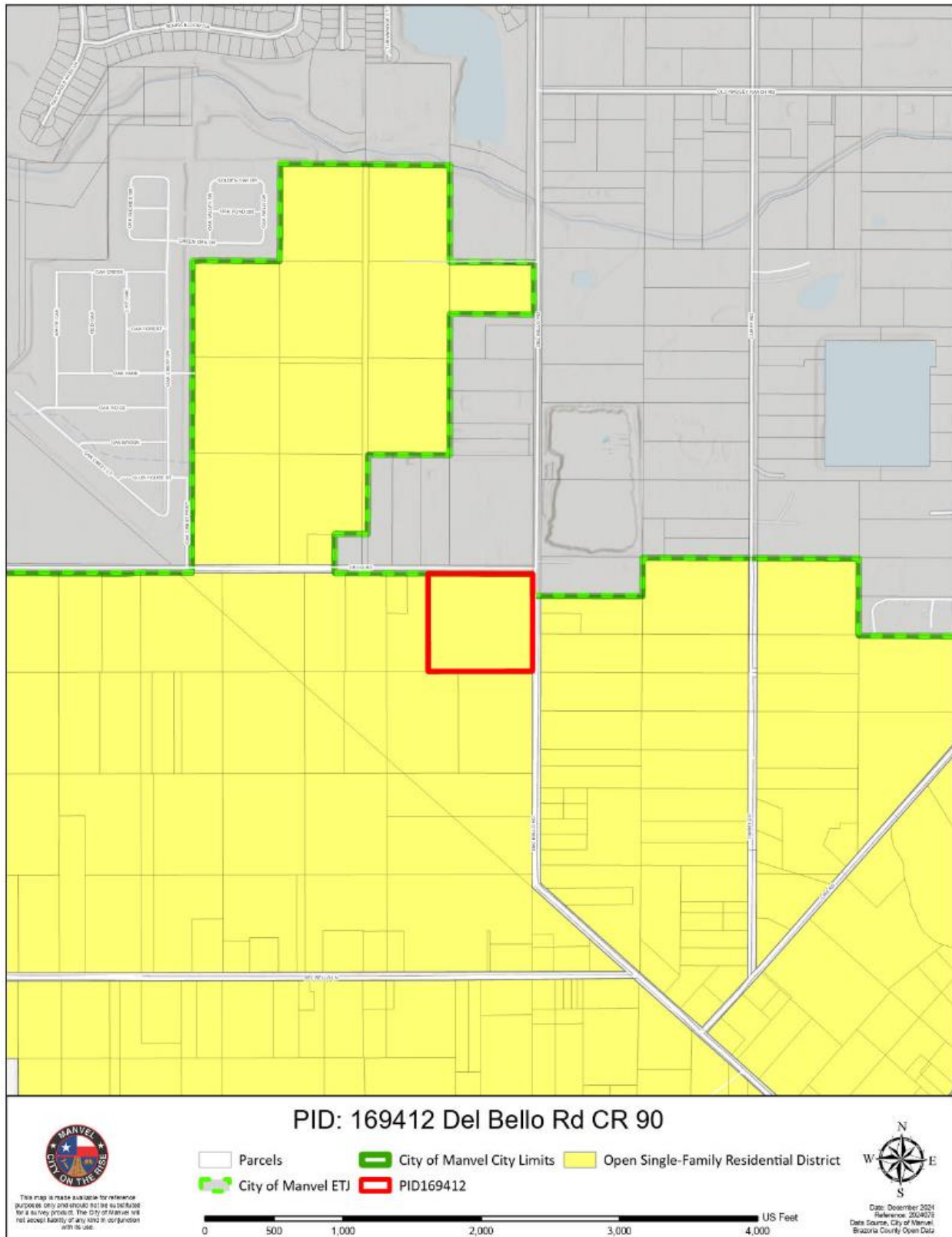


AERIAL VICINITY MAP





ZONING VICINITY MAP





PURPOSE AND INTENT OF THE PROPOSED ZONING DISTRICT

LC zoning district is intended for low intensity retail sales and service type land uses. Rezoning the property to LC zoning district would also allow uses included in Section 77-26., *Permitted Uses*, and listed below:

1. retail bakeries;
2. printing and related support activities;
3. furniture and home furnishing stores;
4. electronics and appliance stores;
5. building material, garden equipment and supplies dealers;
6. food and beverage stores;
7. health and personal care stores;
8. clothing and clothing accessory stores;
9. sporting goods, hobby, book and music stores;
10. General merchandise stores
11. miscellaneous store retailers;
12. postal service;
13. finance and insurance;
14. real estate;
15. lessors of nonresidential buildings (except mini warehouses)
16. consumer good rental;
17. professional, scientific, and technical services;
18. accounting, tax preparation, bookkeeping and payroll;
19. veterinary services;
20. management of companies and enterprises;
21. administrative and support services;
22. educational support services;
23. social assistance;
24. child day care services;
25. arts, entertainment, and recreation;
26. fitness and sports centers;
27. food services and drinking places;
28. automotive glass replacement shop;
29. electronic and precision equipment repair and maintenance;
30. personal and laundry services; and
31. public administration.

ZONING ORDINANCE PROVISIONS FOR SPECIFIC USE PERMITS

In Section 77-50 (a) *Uses Requiring Specific Use Permit*, of the Zoning Ordinance it states “*certain uses of land, buildings or structures may not be appropriate under all circumstances in any given zoning district but may be appropriate where adequate precautions can be taken to assure compatibility with surrounding uses, public need, and the orderly development of the city as a whole. This section provides City Council and Planning, Development, and Zoning the opportunity to deny or to conditionally approve those uses for which specific use permits are required. These uses generally have unusual characteristics or are of a public or semipublic character often essential or desirable for the general convenience and welfare of the community. However, because of the nature of use, the importance of the use’s relationship to the comprehensive plan, or possible adverse impact on neighboring properties of the use,*



review, evaluation, and exercise of planning judgement relative to the location and site plan of the proposed use are required.”

In Section 77-50 (b) of the Zoning Ordinance it further states, “the City Council, after receiving the recommendation of the planning, development and zoning commission, may by ordinance, grant a specific use permit for the permitted uses, as herein qualified by the permitted use table, in locations and zoning districts to permit a use where they are not otherwise permitted by this article, and may impose any appropriate conditions and safeguards to protect property and property values, and in the interest of health, safety or welfare.”

PROJECT DETAILS

The subject site, currently vacant, consists of approximately 12.6 acres located at the southwest corner of Croix Road and Del Bello Road, a key intersection identified in the city’s Major Thoroughfare Plan with both the streets designated as 120-foot-wide Parkway. The property is presently zoned Open-Single Family Residential (O-SFR), limiting its potential for commercial development despite its strategic location along two major roadways.

The applicant is proposing a commercial development subdivided into five individual tracts for retail development with a 3.8-acre portion reserved for detention and septic spraying field (concept Plan attached). The proposed development will also include a gas station and convenience store on an approximate 1.27 acre portion at the intersection. There are no gas stations within the city limits in a 2-mile radius, and the few located within the ETJ sit at the very edge of that radius, highlighting a gap in convenient access for nearby residents and a potential demand for the proposed use. Because of the current O-SFR designation, rezoning to LC district and a SUP approval to allow gas station and convenience store on the 1.27-acre portion is required.

PREDETERMINED CONDITIONS FOR THE PROPOSED USE (Section 77-50.(g)).

Section 77-50(g) of the Zoning Ordinance provides the following predetermined conditions that apply to the proposed use:

- a. A gasoline station and/or convenience store shall not be located within two miles of an existing gasoline station and convenience store. The distance shall be measured from property line to property line.

Please note that the proposed use meets the predetermined condition for gasoline station use. Please see attached Gas Station 2-Mile Buffer Map below.

CRITERIA TO BE CONSIDERED FOR SUP APPROVAL AND STAFF ANALYSIS FOR REZONING

Section 77-50(e) of the Zoning Ordinance provides the following approval criteria for SUP requests. These criteria can also apply to staff analysis for rezoning requests from residential districts to non-residential districts.

1. Conformance to Comprehensive Plan:

- a. The comprehensive plan land use goals encourage commercial development along major thoroughfares. There are no gas stations within the city limits in a 2-mile radius, and the few located within the ETJ sit at the very edge of that radius. This seem to suggest a gap in convenient access for nearby residents and a potential demand for the proposed use.



- b. If developed appropriately, the proposed development would conform to the goal of encouraging well-planned, quality retail and commercial development that enhances the community's character.
 - c. The requested rezoning is a significant change in terms of land use character and intensity. The applicant has not provided sufficient details for staff to evaluate its impact on traffic, drainage, and land use character.
2. Compatibility with the character of the neighborhood:
 - a. The subject property is currently zoned Open Single-Family Residential (OSFR) and is surrounded by duplexes to the north, residential home to the east and west, and undeveloped land to the south.
 - b. The proposed gas station and other retail uses introduce commercial use in a predominantly residential area.
 - c. The site's location at the intersection of two major thoroughfares supports its transition to a commercial designation.
 - d. Compatibility concerns with surrounding residential areas can be mitigated through enhanced landscaping, fencing, and thoughtful site design to minimize noise, lighting, and traffic impacts. However, the proposed site plan also doesn't show strategic landscaping and other measures, such as fences, needed to provide buffering for the overall development.
3. The suitability of the property for the uses permitted by right:
 - a. OSFR zoning designation permits low-density residential development. The area is minimally developed and is predominantly residential in nature. This allows a residential use to be in harmony with the surrounding uses and therefore, making residential use suitable for the property.
 - b. Additionally, the location of the subject site at the intersection of two major thoroughfares make it suitable for Light commercial uses as well. However, since the street and other infrastructure improvements have not been made to the area, rezoning to allow commercial use must be carefully considered.
4. Detrimental impact on nearby property:
 - a. The introduction of a gas station in a predominantly residential area may result in concerns related to noise, lighting, and increased traffic.
 - b. However, the site's location at the corner of two major thoroughfares and the use of mitigation measures, such as buffering, landscaping, and limiting operating hours, is expected to minimize these impacts. Noise from vehicle fueling and deliveries could be managed by site setbacks and screening, while conforming to City's requirements could prevent glare on adjacent properties.
5. Traffic and Parking issues:
 - a. A Traffic Impact Analysis (TIA) is required to assess the impact of development on Del Bello Road and Croix Road. A Traffic Impact Analysis (TIA) or trip generation related data and preliminary drainage calculations have not been provided.
 - b. Even though Del Bello Road and Croix Road are designated as major thoroughfares, they are not currently improved to meet the standards of a parkway. Therefore, the location provides both opportunities and challenges regarding access and circulation.



- c. The proposed site plan is conceptual and does not yet include detailed ingress and egress designs or turning lanes. Additionally, approvals from Brazoria County are required for driveways access from Croix Road and a portion of Del Bello Road.
 - d. If approved, adequate parking will be required based on the City's Zoning Ordinance.
 - e. As part of the development process, street dedication and street improvement will be required for Del Bello Road and Croix Road.
 - f. It is not clear if the driveway access shown on the site plan are based on input from Brazoria County.
6. *Harm to the value of nearby properties:*
- a. The proposed gas station may impact the value of nearby residential properties, particularly homes directly adjacent to the site. However, the inclusion of enhanced landscaping, fencing, and noise mitigation measures may help minimize adverse effects. The proposed site plan also doesn't show strategic landscaping and other measures needed to provide buffering.
 - b. Please note that the character of the area is expected to change in the future, considering the location being at the intersection of two major thoroughfares and considering ETJ areas in proximity with no land use controls.
 - c. Additionally, the site's location on two major thoroughfares and its potential to serve the broader community could provide long-term economic benefits to the area.
7. *Impedance to orderly development surrounding vacant property:*
- a. The proposed gas station is not expected to impede the development of surrounding vacant land. However, note that currently this rezoning will introduce commercial use within a predominantly residential area.
 - b. The site's design and operational standards can potentially minimize impedance to orderly development of surrounding vacant properties.
8. *Utility Provisions:*
- a. Water and sewer services are currently unavailable in the area.
 - b. The proposed development is not expected to create additional strain on existing utility provisions.
 - c. The applicant is proposing water well and septic system for entire development.
 - d. Drainage related impact in the area cannot be fully understood without a study, considering the large acreage of the subject site and proposed intensity of the development.
9. *Safe site development and layout:*
- a. If approved, the proposed development will be subject to city's site development standards and Design Criteria Manual.
 - b. Right-of-way dedication and street improvements will be required for this proposed development and is not clearly presented in the proposed site plan.
 - c. It is not clear if the driveway access shown on the site plan are based on input from Brazoria County or a Traffic Impact Analysis.
10. *Lighting:* If approved, the proposed development will be subject to City Lighting related standards that focus on preventing light pollution and glare on adjacent properties. The proposed site plan does not provide any details on proposed lighting.



11. Landscaping and screening:

- a. If approved, the proposed development must comply with all landscaping requirements outlined in Section 77-44 of the city's zoning ordinance.
- b. The proposed site plan doesn't show strategic landscaping and other measures, such as fences, needed to provide buffering for the overall development.

12. Other appropriate conditions and safeguards in the interest of health, safety or welfare:

- a. If approved, the gas station must comply with all applicable federal, and state regulations to ensure public health, safety, and welfare. General measures such as spill prevention systems, noise controls, and restricted operational hours based on applicable regulations will apply.
- b. If approved, the development will be subject to all adopted technical codes to ensure health, safety, and welfare, including Building and Fire Codes.
- c. City utility services are not available at the subject site and the proposed development will rely on well and septic. Dependence on well and septic to meet fire safety requirements for a development of this scale and intensity may be challenging and a detailed plan has not been provided.

STAFF RECOMMENDATION

The site's location at the intersection of two major thoroughfares supports its transition to a commercial designation. However, since the street and other infrastructure improvements have not been made to the area, rezoning to allow commercial use must be carefully considered.

Due to the absence of a Traffic Impact Analysis, preliminary drainage analysis, and other site plan details discussed above, **STAFF IS NOT ABLE TO PROVIDE A RECOMMENDATION** for this requested rezoning of the subject site from O-SFR to LC/SUP to allow NAICS code 447110, "Gasoline Stations with Convenience Stores."

If Council considers approval of this request, the following conditions would be beneficial:

1. The SUP allows only one gasoline station and convenience store use located at the intersection of Del Bello Rd and Croix Rd. The total area of the gasoline station and convenience store use shall not exceed 1.3 acres with frontage on both streets.
2. A revised site plan shall be provided prior to the second reading of the proposed ordinance reflecting following in addition to the details already provided:
 - Right-of-way dedication based on the Major Thoroughfare Plan,
 - Driveway access based on Brazoria County and City of Manvel standards,
 - Landscaping in conformance with Section 77-44 of the City of Manvel Zoning Ordinance,
 - Minimum 6-foot-tall masonry fence to be maintained by the developer and 25-foot landscaping buffer with trees planted 30 feet on center along property lines abutting residentially zoning properties,
3. A Traffic Impact Analysis (TIA) for the proposed overall development shall be submitted for approval by the city Engineer.
4. All mitigation measures necessary to address traffic related impact shall be made part of project construction. Any phasing must be approved by the City Engineer.



5. A master preliminary plat for the entire subject site with a preliminary drainage plan shall be approved in accordance with the City of Manvel's subdivision ordinance.
6. Funds shall be escrowed with the City of Manvel and Brazoria County, as applicable, for the construction of one-half of Del bello Rd and Croix Rd (portion that abuts the subject site) to current standards.
7. Buildings shall be designed in conformance with all adopted technical codes, including Building and Fire Codes.
8. Outdoor lighting shall be shielded and shall conform with the Illuminating Engineering Society of North America ("IES") criteria for full cut-off fixtures, which is 100 percent of light output below 90 degrees, and 90 percent of light output below 80 degrees from a vertical line through the fixture;
9. Outdoor lighting shall be deflected, shaded, and focused away from abutting properties and shall not be a nuisance to abutting properties, and shall be designed so that any overspill of lighting onto abutting properties shall not exceed three-tenths foot-candles, measured vertically and horizontally;
10. Proposed development must comply with all the development standards and requirements as amended at the time of plat and plan submittal.

Planning, Development and Zoning Commission Discussion and Recommendation

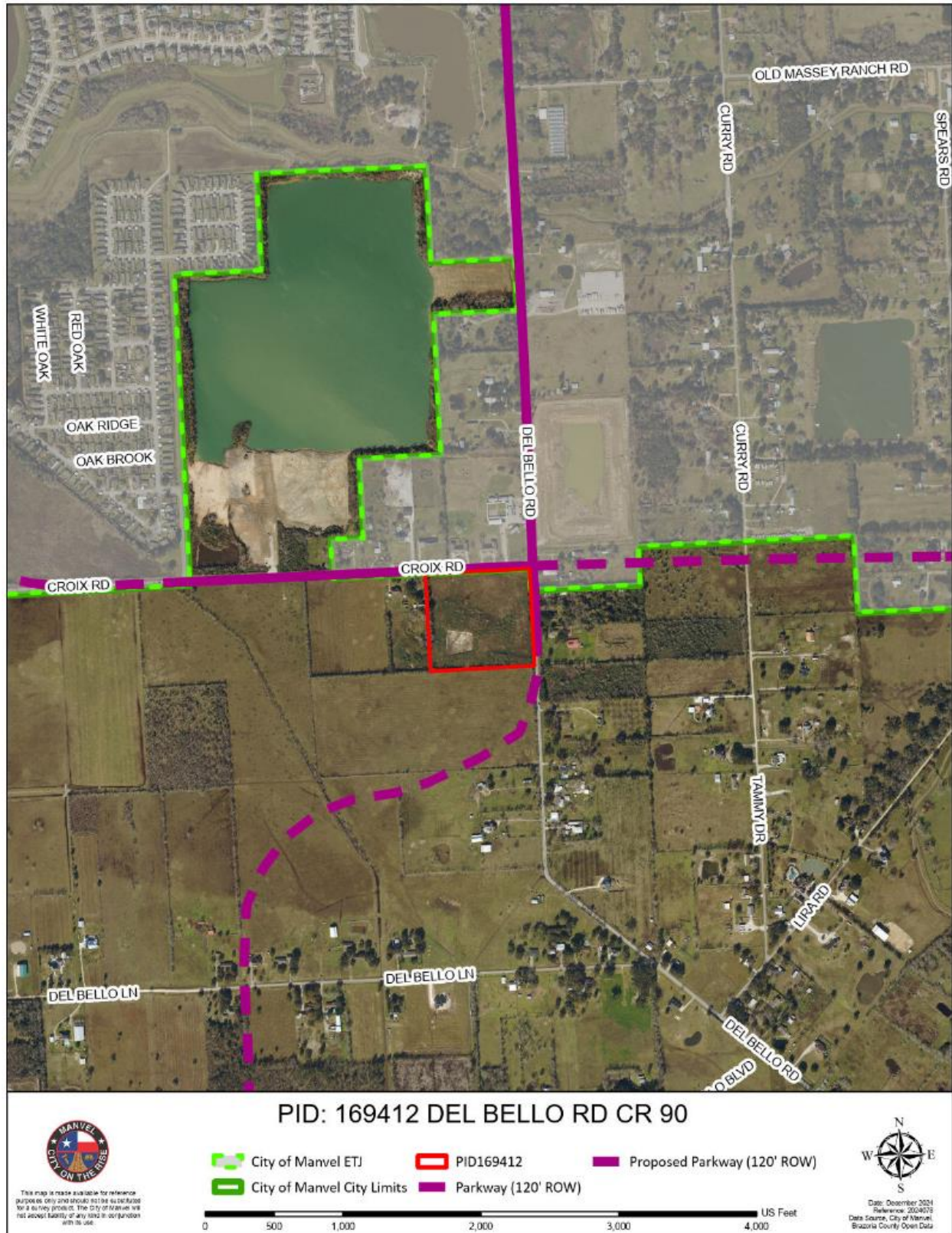
At the February 10, 2025, Planning, Development, and Zoning (PD&Z) Commission meeting, several Manvel residents voiced strong opposition to the proposed zoning change that would allow a gas station and retail establishment in a predominantly residential and rural area. Concerns were raised about increased traffic congestion, road safety, environmental risks, and negative impacts on property values and local livestock operations. Given that a gas station already exists nearby, residents argued the development is unnecessary and would compromise the area's rural character and quality of life. The applicant clarified that the project is intended to serve the community's immediate needs, with plans to use a well and septic system and meet fire safety requirements. A motion to recommend approval of Ordinance No. 2025-O-04 to the City Council failed with a vote of zero (0) "Yeas" to five (7) "Nays" at their February 2025, meeting. Therefore, the Planning, Development, and Zoning Commission is not recommending approval of Ordinance No. 2025-O-04, which pertains to the requested rezoning—Specific Use Permit—for the property from Open-Single Family Residential District (O-SFR) to Light Commercial District with a Specific Use Permit (LC-SUP).

PUBLIC HEARING

The Notice of Public Hearing was published in the newspaper of general circulation. All property owners within 200 feet of the property were notified. At the time of writing this report, no information inquiries have been received and staff is not aware of opposition. Please note that public hearing notices were sent out to property owners within 200 feet from the subject sit.

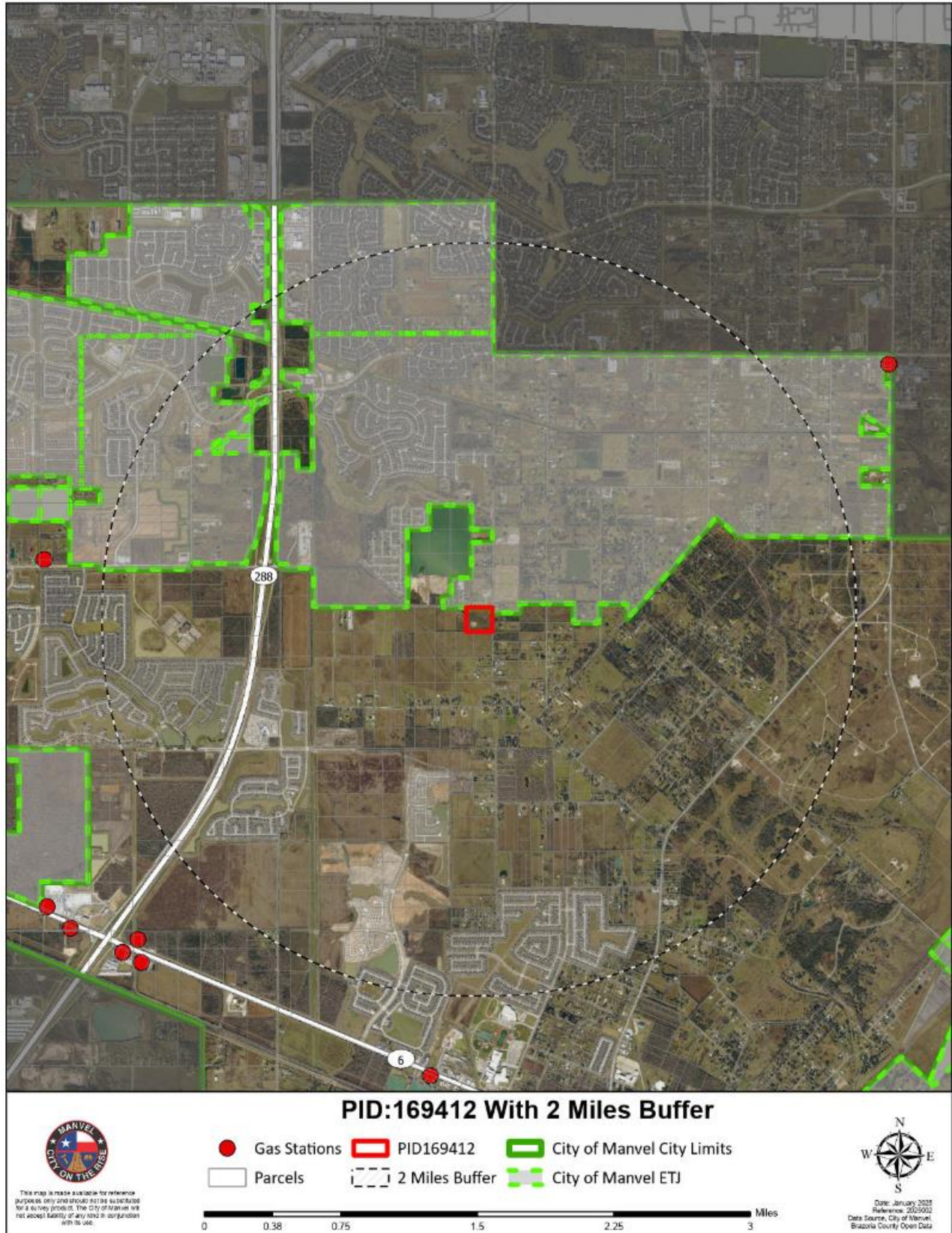


MAJOR THOROUGHFARE PLAN MAP





GAS STATION 2 MILES BUFFER MAP





APPLICATION



DEVELOPMENT SERVICES DEPARTMENT

20025 HIGHWAY 6
MANVEL, TX 77578
P: 281-489-0630
F: 281-489-0634

REZONING APPLICATION

PROJECT INFORMATION

Project Name: Del Bello & Croix Rd Development
Project Location/Address: Del Bello Rd #CR90, Manvel, TX 77578, Brazoria County
Legal Description: A0320 ERASTUS LITTLE TRACT 4
1 (DIV O) ACRES 12.6 (MANVEL)
Current Zoning: ~~farm~~ Open Single-Family Residential District Proposed Zoning: light commercial
Parcel/Tax ID# (s): 169412 Total Acreage: 12.6 Proposed Land Use: mixed use commercial

APPLICANT INFORMATION

Applicant Name: Desiree Waraksa
Company Name: Sway Real Estate LLC
Address: One Riverway Suite 1700 City: Houston State: TX Zip: 77062
Phone #: 281-910-2661 Email: desiree@movewithsway.com

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT, and I, the undersigned, am authorized to make this application on behalf of the owner(s). I understand that this application will expire one year from the date submitted.

Desiree Waraksa 12/06/2024
Applicant Signature (REQUIRED) Date

PROPERTY OWNER INFORMATION

Owner(s) Name: Natural Walkways LLC
Address: 13117 Centerbrook Ln City: Pearland State: TX Zip: 77584
Phone #: 832-677-4400 Email: qqq@usa.com

PROPERTY OWNER'S AUTHORIZATION (Required – If owner is also the applicant, must sign as both):
I am the owner of the property for which this application is being made. I authorize the above person (Applicant) to submit this application and to correspond with the City of Manvel regarding this application on my behalf.

Adam 12/02/2024
Owner's Signature (REQUIRED) Date



APPLICATION



DEVELOPMENT SERVICES DEPARTMENT

20025 HIGHWAY 6
MANVEL, TX 77578
P: 281-489-0630
F: 281-489-0634

SUBMITTAL CHECKLIST

So that we may efficiently review your project in a timely manner, it is important that all required documents and fees listed on the "Submittal Checklist" below are submitted with your application. One or more of the required documents may be waived due to the nature of the development; however, it is incumbent upon the applicant to inquire about these exceptions for your project **before** submitting an application. Answers to rezoning applications can be obtained by attending a pre-development meeting with our Development Review Committee (DRC) prior to submitting a formal application. Please call the phone number on the application to schedule an appointment. Submit application and accompanying documents to the Permits and Inspections at the address above Monday through Thursday between the hours of 7:30 a.m. and 5:30 p.m. and Friday between the hours of 7:30 a.m. and 11:30 a.m.

REZONING SUBMITTAL CHECKLIST ITEMS	REQUIRED (PLEASE CHECK)
Completed Rezoning Application (with all signatures)	☒
One (1) Legal Description of Property (metes & bounds description if not platted)	☒
One (1) Copy of Recorded Plat (if platted)	☒
One (1) Applicant Letter of Request	☒
Traffic Impact Analysis, if applicable	☒
Paid Application Fee	☒

APPLICANT CERTIFICATION

By signing below, I acknowledge that I have reviewed the Submittal Checklist and have included the required submittal items and reviewed them for completeness and accuracy. I also acknowledge that my application will be rejected if it is deemed incomplete.

Desiree Wanaksa

Applicant Signature

12/06/2024

Date



LETTER OF AUTHORIZATION



DEVELOPMENT SERVICES DEPARTMENT

20025 HIGHWAY 6
MANVEL, TX 77578
P: 281-489-0630
F: 281-489-0634

LETTER OF AUTHORIZATION

Have property owner complete and sign, if applicant differs from property owner.

Natural Walkways LLC

Owner Name

13117 Centerbrook Ln

Owner Address

Pearland, TX 77584

Owner City, State Zip

12/02/2024

Date

Development Services
20025 Highway 6
Manvel, TX 77578

Dear City of Manvel Development Services,

I, **Adam Omran**, certify that I am the owner of the project property located at **Del Bello Rd #CR90, Manvel, TX 77578, Brazoria County** and that the forgoing statements and answers made and all data, information, and evidence herewith submitted are in all respects to the best of my knowledge and belief, true, and correct. I appoint **Desiree Waraksa** with the company **Sway Real Estate LLC** (if applicable) to act as my representative for this project. I agree to be responsible for payment of bills due to the City of Manvel related to this application. Furthermore, I understand that any material misrepresentation of this application, failure to comply with ordinances, and /or failure to remit payment for services can lead to delays in this project – up to and including rejecting the project and forfeiting any fees paid.

Please contact me directly at **qqq@usa.com** if you have any questions.

Sincerely,

Owner Name **Natural Walkways LLC**

Owner Signature **Adam**



REQUEST LETTER

PRIME SPOT

To the City of Manvel,

We are excited to propose the rezoning of a 12-acre property at the southwest corner of Del Bello Road and Croix Road from Open Single Commercial to Light Commercial. With this intersection identified as a key part of the city's future major thoroughfare plan, our vision is to create a high-quality commercial development that brings meaningful value to the area.

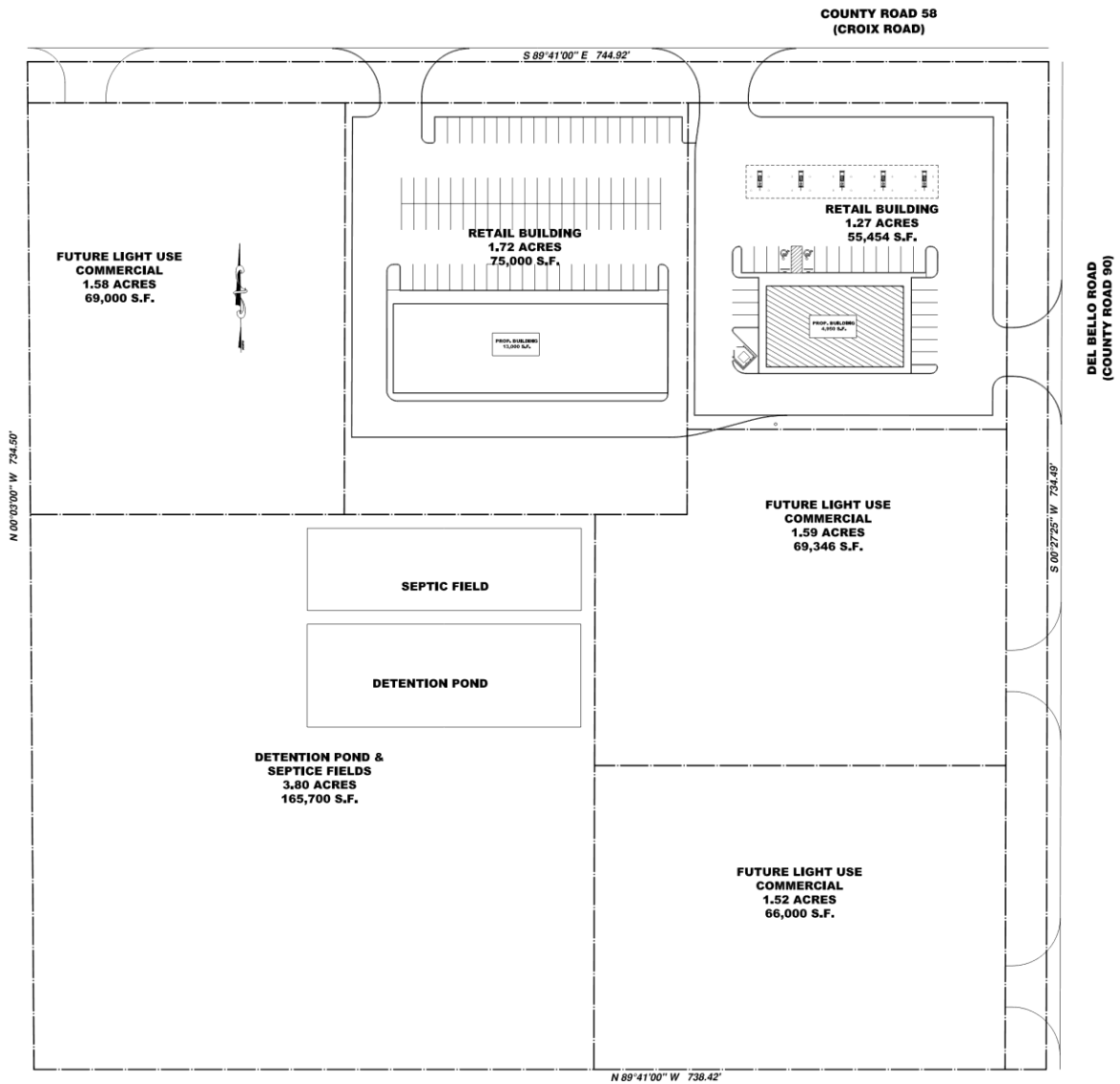
Our plan includes thoughtfully designed spaces for retail, office condos, and essential services, such as a gas station, to meet the needs of this growing residential community. We aim to provide a convenient, attractive destination where people can eat, shop, and grab their essential needs.

We look forward to partnering with the city to align this project with community goals, incorporating preferred commercial uses that support sustainable growth and long-term success for the neighborhood.

Owner Direct Contact
Information:
13117 Centerbrook Ln.
Pearland, TX 77584
832-677-4400
qqq@usa.com



Concept Site Plan





Public Hearing Notice

PUBLIC HEARING NOTICE PUBLISHED ON SUNDAY 01/27/2025

A PUBLIC HEARING WILL BE HELD AT MANVEL CITY HALL, 20031 HWY 6, MANVEL, TX 77578 AT 6:00 P.M. ON MONDAY, FEBRUARY 10, 2025, BEFORE THE MANVEL PLANNING, DEVELOPMENT AND ZONING COMMISSION AND AT 6:00 P.M. ON TUESDAY, FEBRUARY 18, 2025, BEFORE THE MANVEL CITY COUNCIL TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY, BY CHANGING THE ZONING CLASSIFICATION OF A CERTAIN TRACT OF LAND BEING 12.6 ACRES GENERALLY LOCATED AT THE SOUTHWEST CORNER OF THE INTERSECTION OF CROIX RD AND DEL BELLO RD, MANVEL, TEXAS FROM OPEN SINGLE-FAMILY RESIDENTIAL (OSFR) DISTRICT TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 447110 "GASOLINE STATIONS WITH CONVENIENCE STORES"; 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.

/S/ TAMMY BELL, CITY SECRETARY.



SITE PICTURES



View of Subject site from Croix Road



View of Subject site from Del Bello Road



View of Residential Duplex property across from Croix Road to the North.



View of Subject site from Northeast corner of Del Bello Road and Croix Road



Staff Report to City Council
Rezoning - Specific Use Permit



View of Residential property across from Del Bello Road to the East.



View of Residential property to the west of subject property from Croix Road

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

KEITH BONNER, 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, CITY MANAGER
TAMMY BELL, CITY SECRETARY

MISSION STATEMENT:

"The City of Manvel is a safe and responsible community, embracing the values of our past, present, and future citizens."

MINUTES 2/3/2025

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 Keith Bonner
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, City Manager
Robert Gervais, City Attorney
Keith Traylor, Chief of Police
Tammy Bell, City Secretary
Jose Abraham, Director of Development Services
Chad Dumont, Personnel Director

Presentation on the Strategic Plan.

Gary Mitchell and Jennifer Mak with Kendig Keast presented.

Presentation on Del Bello Lakes - Next Phase.

Katherine Parker with Meta Planning and Design and Robert Santini with Shea Homes presented.
This is for an expansion of Del Bello Lakes, which would include an air-conditioned rec center

space, a pocket park, a dog park, and a 25-acre lake in the center. This would require an amendment to the existing PUD and consent to annex into the existing MUD.

Mayor Davis proposed reevaluating the tax rebate to the city.

Councilmember Bonner expresses his concerns over MUDs and the duration of them.

Mayor Davis challenges the developers to come up with creative solutions that will make this project financially feasible for everyone.

Discussion/update on Wolfe Airpark.

This item was discussed following the presentation on the Strategic Plan.

Chad Tuman provided the update. They are missing two property owner's signatures.

Mayor Davis recommended that staff have some items prepared at the next meeting and directed Chad to have his team reach out to those two property owners over the next two weeks a few times and then provide documentation of making that effort so that the Council can give the formal direction based off of where each person lies and either begin the process one way or the other at the next meeting.

It is also suggested to go ahead with the public hearing at the next meeting as well.

Discussion on any topic as listed on the current agenda.

Mayor Davis adjourned the Workshop at 6:04 p.m.

Regular Session

Call To Order

Mayor Davis called the meeting of the Manvel City Council to order at 6:15 p.m.

Those in attendance were:

Present: Mayor Dan Davis
City Councilmember Place 1 Keith Bonner
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, City Manager
Robert Gervais, City Attorney
Keith Traylor, Chief of Police
Tammy Bell, City Secretary
Jose Abraham, Director of Development Services
Chad Dumont, Personnel Director

Invocation

Inspirational Reading - Councilmember Bonner

Pledge

Presentations

Proclamation - Black History Month, February 2025

Public Comments: "Comment Card" Required

Russ Bynum, Hillwood Communities, expressed thanks to Council and Staff as the last section of Pomona is being completed.

Michelle Geneves with the Small Business Administration spoke about disaster assistance for businesses and residents affected by the storm/tornado on December 28th.

Katherine Ducommun announced she is running for a place on the City Council and shared her opinions on the City park.

Garrett Rossi Knox expressed his concerns over trees being destroyed by developers near S Meridiana Pkwy.

City Manager Update

Update on the Iowa Ln bridge replacement.

Shared Development Services monthly staff update provided by Jose Abraham.

Tammy Bell provided an overview of Consent Agenda item 2.

The Next Council meeting is on Tuesday, February 18th, and the Planning Session is on Wednesday, February 19th.

Staff is close to bringing a tree ordinance to Council.

Consent Agenda

1. Approve the second and final reading of Ordinance 2025-O-03;
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MANVEL ALTERING OR SETTING THE PRIMA FACIE SPEED LIMITS ESTABLISHED FOR VEHICLES UNDER THE PROVISIONS OF § 545.356, TEXAS TRANSPORTATION CODE, UPON THE BASIS OF AN ENGINEERING AND TRAFFIC INVESTIGATION, UPON CERTAIN STREETS AND HIGHWAYS, OF PARTS THEREOF, TO WIT: SH 288 FRONTAGE ROAD, MANVEL, BRAZORIA COUNTY, [CONTROL SECTION 598-02], WITHIN THE CORPORATE LIMITS OF THE CITY OF MANVEL, AS SET OUT IN THIS ORDINANCE; AND PROVIDING A PENALTY OF A FINE NOT TO EXCEED \$200 FOR THE VIOLATION OF THIS ORDINANCE.
2. Approve the City Manager to execute TDEM forms needed for reimbursement of Hurricane Beryl expenses.
3. Acceptance of infrastructure improvements for Lake “E” Phase 2 and Lake “H” to Serve Pomona for Brazoria County Municipal Utility District No. 40, Brazoria County, Texas to begin the Two-Year Maintenance Period.
4. Acceptance of infrastructure improvements for “Water, Sanitary Sewer and Drainage Facilities and Paving & Appurtenances to Serve Pomona Section 29 for Brazoria County Municipal Utility District No. 39, Brazoria County, Texas” to begin the Two-Year Maintenance Period.
5. Acceptance of infrastructure improvements for “Water, Sanitary Sewer and Drainage Facilities and Paving and Appurtenances to Serve Dogwood Avenue – Segment A for Brazoria County Municipal Utility District No. 83, Brazoria County, Texas” to begin the Two-Year Maintenance Period.
6. Final acceptance of infrastructure improvements for Pomona “Lake D Phase 3 & Lake E Phase 1” and release the associated maintenance bond.
7. Acceptance of the 2024 Racial Profiling Report.
8. Acceptance of the meeting minutes to date.

Councilmember Bonner made the motion to approve the Consent Agenda. Councilmember Hudson seconded the motion.

February 3, 2025 MANVEL CITY COUNCIL MEETING MINUTES

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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

Items Removed from Consent Agenda

Regular Agenda

1. Consideration and possible action to approve Resolution 2025-R-02;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, APPROVING AND ADOPTING THE CITY'S VEHICLE REPLACEMENT POLICY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Davis suggested making an amendment motion for Section 4B.1 that language be added to not just include the replacement schedule but yearly allocation costs to meet said schedule.

Mayor Davis made the motion to amend 4B.1 to include, "will develop a replacement schedule and recommended yearly accruals". Councilmember Bonner seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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

Councilmember Bonner made the motion to approve as amended. Councilmember Perry seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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. Consideration and possible action to approve Resolution 2025-R-04;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, ADOPTING THE "MANVEL 2045 STRATEGIC PLAN."

Mayor Davis made the motion to approve with the included changes that were proposed during the Workshop presentation. Councilmember Sarmiento seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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

February 3, 2025 MANVEL CITY COUNCIL MEETING MINUTES

Absent: None

Abstained: None

3. Consideration and possible action to approve Ordinance 2025-O-05;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, ORDERING THE HOLDING OF A GENERAL ELECTION ON MAY 3, 2025, FOR THE PURPOSE OF ELECTING TWO COUNCILMEMBERS: ONE EACH FOR, PLACE 4, AND PLACE 6; DESIGNATING THE CITY ELECTION PRECINCTS; DESIGNATING A POLLING PLACE; PROVIDING FOR THE APPOINTMENT OF A PRESIDING ELECTION JUDGE AND ALTERNATE PRESIDING ELECTION JUDGE; APPROVING A JOINT ELECTION CONTRACT AND AUTHORIZING THE MAYOR TO EXECUTE; ESTABLISHING OTHER PROCEDURES FOR CONDUCTING THE ELECTION; PROVIDING FOR THE INCORPORATION OF THE PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

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

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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 approve the First Amended and Restated Retail Water and Wastewater Agreement between the City of Manvel and Brazoria County Municipal Utility District No. 57.

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

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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. Acceptance of the Capital Improvements Advisory Committee (CIAC) Report. (Forwarded with favorable recommendation by the Capital Improvements Advisory Committee on January 16, 2025, Vote 5/0)

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

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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

6. Acceptance of recommendations from the Parks and Recreation Board on the City Hall Park design. *(Forwarded with favorable recommendation by the Parks and Recreation Board at the 1/16/2025)*

Mayor Davis made the motion to approve. Councilmember Bonner seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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

7. Consideration and possible action to approve a special called meeting on February 19, 2025, at 1:00 p.m. for a City Council Planning Session.

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

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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. Discussion on Brazoria County Day.

Mayor and Council Comments

Adjourn

Mayor Davis made the motion to adjourn the meeting at 7:44 p.m. Councilmember Bonner seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, 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



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE:

TOPIC: Acceptance of infrastructure improvements for "Construction of Manvel Town Center Phase 1C Temporary Reroute Access Road for Brazoria County MUD No. 42, Brazoria County, Texas" to begin the One-Year Maintenance Period.

BACKGROUND: City Staff has approved the final walk through on this project for the civil site work. The applicant has submitted the One-Year Maintenance Bond with the City Secretary's Office and the As-Built Construction Plans have been submitted to Development Services Department.

STAFF RECOMMENDATION: Staff recommends City Council accept the infrastructure improvements for this project to begin the One-Year Maintenance Period.

ATTACHMENTS: N/A

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Robbie Hall

FINANCE DIRECTOR APPROVAL Yes

CITY MANAGER APPROVAL Yes



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE:

TOPIC: Final acceptance of infrastructure improvements for Water, Sanitary Sewer & Drainage Facilities to service Terra Estates Subdivision for Brazoria County Municipal Utility District No. 61 and City of Manvel, Texas and release the associated maintenance bond.

BACKGROUND: City Staff has conducted a final acceptance walk-through for "Water, Sanitary Sewer & Drainage Facilities to service Terra Estates Subdivision for Brazoria County Municipal Utility District No. 61 and City of Manvel, Texas." All punch list items have been addressed.

ATTACHMENTS: N/A

STAFF RECOMMENDATION: Staff recommends City Council accept the infrastructure improvements for this project and release the associated maintenance bonds.

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Robbie Hall

FINANCE DIRECTOR APPROVAL Yes
CITY MANAGER APPROVAL Yes



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: February 18, 2025

TOPIC: Public Hearing followed by consideration of a city-initiated request to change the zoning classification of an approximate 0.18 acre tract of land generally located east of Uzzel Road (a portion of Property ID: 171882), from Open Single-Family Residential district (OSFR) to Open-Single-Family Residential district with Specific Use Permit (OSFR-SUP); providing for the granting of a Specific Use Permit with conditions to authorize the use of the subject site for NAICS use 7133990 “all other amusement and recreation industries”.

BACKGROUND: The subject site is an approximate 0.18-acre (400 feet X 200 feet) portion of a larger property located on the east side of Uzzel Road. The subject site can be accessed only from 9431 Uzzel Road, which is the location for City of Manvel Public Works Department. The subject site includes an existing concrete slab from a previous non-residential development spanning the entire site.

The City of Manvel Police Department and Houston Pipeline Company (owner), intends to enter into a 10-year lease agreement, to use the subject site as an outdoor shooting range for police firearms training. An annual payment of \$2,667 or a one-time lump sum of \$24,003 is being considered for the proposed lease agreement. Payments will begin in FY 2026 to allow for budget planning. The proposed use of a shooting range is classified as NAICS use 7133990 “all other amusement and recreation industries” and requires an SUP within OSFR district.

Currently, the Manvel Police Department lacks a similar facility and must rely on outside facilities, such as Alvin Community College and the City of Alvin shooting range for training. Establishing this dedicated training facility will enable officers to enhance their skills and maintain firearm proficiency within the city. The applicant is proposing a 21’ X 42’ wide earth berm based on National Rifle Association standards for sound mitigation. The applicant has also indicated the subject site being surrounded by trees and vegetation will further help in sound dampening. The applicant intends to utilize the parking areas available on the Public Works department property. The proposed use will also require placing of a storage container and a carport on site out of public view from Uzzel Road.

Section 77-50(e) of the Zoning Ordinance provides approval criteria for SUP requests. These criteria help in determining whether the proposed use is in harmony with existing surrounding uses and zoning districts. The attached staff report provides a discussion on these criteria. Generally, shooting ranges result in noise related concerns in the surrounding area where they are located. However, the proposed use is expected to have minimal impact in the area, given the following:

1. The immediate surrounding of the subject site includes non-residential land uses or

vacant land. The nearest residential homes are across from Uzzel Rd. The subject site is setback approximately 540 feet from Uzzell Rd. Existing vegetation and buildings serve as a buffer between the subject site and residences across from Uzzell Rd.

2. Since the proposed use is not a commercial operation and its use is limited to training for Manvel Police Department, change in traffic patterns is not anticipated.
3. The applicant is proposing to use suppressors, tall berms, and other best practices to reduce noise levels. Additionally, the normal hours of operation will be during the daytime and will not include any lighting or nighttime operations.

Please note that public hearing notices were sent out to property owners within 200 feet from the subject site, however, none of the properties across from Uzzell Rd were located within 200 feet.

STAFF RECOMMENDATION: City staff recommends approval of the requested SUP with three (3) conditions listed in the Staff Report.



PD&Z RECOMMENDATION: The PD&Z Commission recommended approval of Ordinance No. 2025-O-02 with a vote of six (6) "Yeas" to zero (0) "Nays" at their January 13, 2025, meeting.

ATTACHMENTS: Staff Report and Ordinance No. 2025-O-02

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Jose Abraham,
Director of Development Services

FINANCE DIRECTOR APPROVAL _____
CITY MANAGER APPROVAL _____



City Council Specific Use Permit Request

Agenda of:	February 18, 2025	Initiated By:	Jose Abraham Director, Development Services
Department:	Development Services	Presented By:	Jose Abraham Director, Development Services

Summary

This is a city-initiated request to change the zoning classification of an approximate 0.18 acre tract of land generally located east of Uzzel Road (a portion of Property ID: 171882), from Open-Single-Family Residential district (OSFR) to Open-Single-Family Residential district with Specific Use Permit (OSFR-SUP); providing for the granting of a Specific Use Permit with conditions to authorize the use of the subject site for NAICS use 7133990 "all other amusement and recreation industries". The City of Manvel Police Department and Houston Pipeline Company (owner), intends to enter into a 10-year lease agreement, to use the subject site as an outdoor shooting range for police firearms training. An annual payment of \$2,667 or a one-time lump sum of \$24,003 is being considered for the proposed lease agreement. Payments will begin in FY 2026 to allow for budget planning. The proposed use of a shooting range is classified as NAICS use 7133990 "all other amusement and recreation industries" and requires an SUP within OSFR district.

Exhibits

Aerial Vicinity Map, Zoning Vicinity Map, Major Thoroughfare Plan Map, Lease Agreement, Application, Letter of Authorization, Letter of Request, and Public Hearing Notice.

Recommended Action

A Public Hearing followed by consideration and action from the City Council to approve Ordinance No. 2025-O-02.

General Site Information

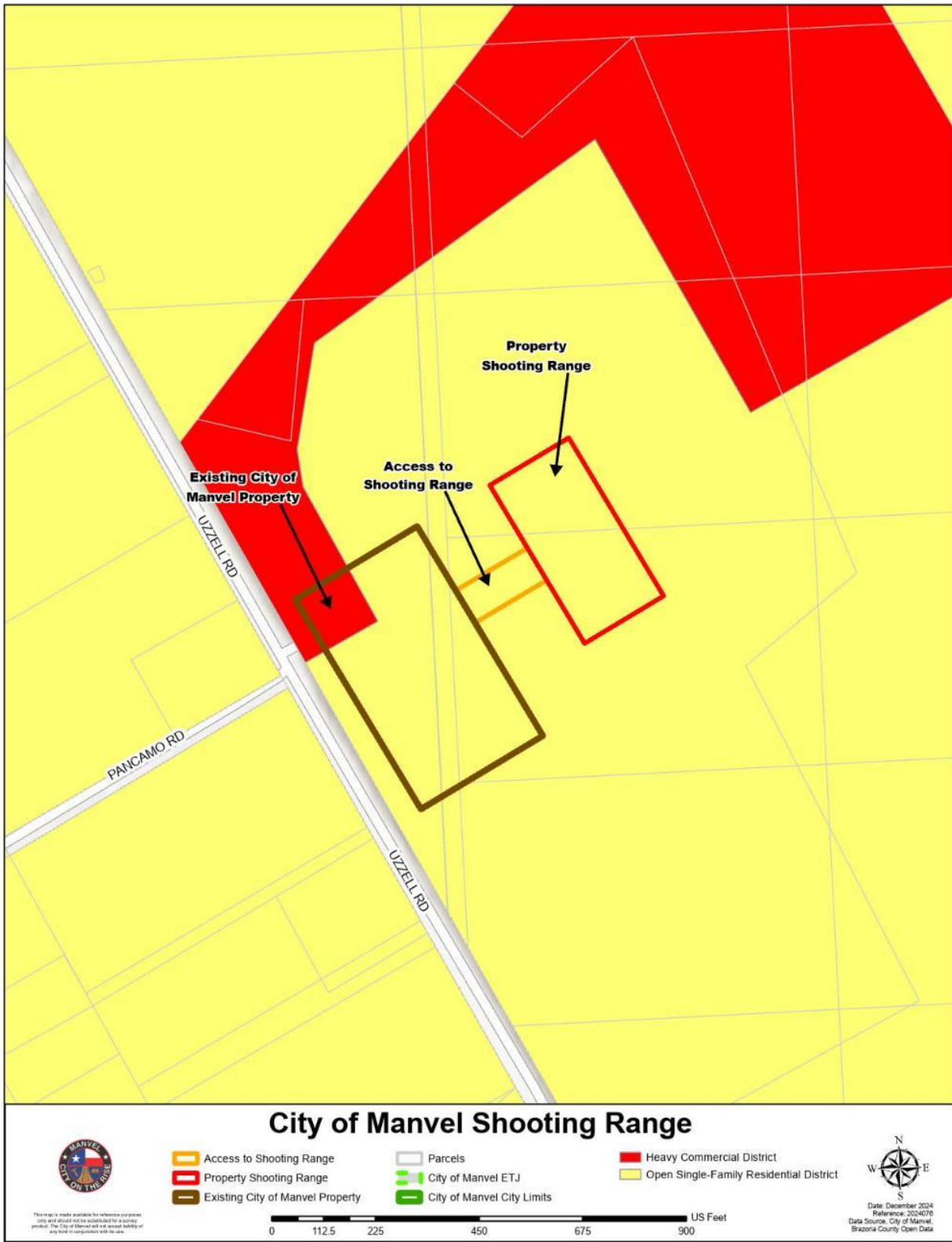
The following is a summary of general site information.

Surrounding Property Zoning	North: Open-Single-Family Residential District (OSFR)/ Heavy Commercial District South: Open-Single-Family Residential District (OSFR) East: Open-Single-Family Residential District (OSFR) West: Open-Single-Family Residential District (OSFR)/ Heavy Commercial District (HC)
Surrounding Land Use	North: Houston Pipeline Company LP industrial operation South: Undeveloped land East: Undeveloped land West: City of Manvel Public Works / Residential across from Uzzell Road

Aerial Vicinity Map



Zoning Vicinity Map



Staff Report

Zoning Ordinance Provisions for Specific Use Permits

In Section 77-50 (a) *Uses Requiring Specific Use Permit*, of the Zoning Ordinance it states “certain uses of land, buildings or structures may not be appropriate under all circumstances in any given zoning district but may be appropriate where adequate precautions can be taken to assure compatibility with surrounding uses, public need, and the orderly development of the city as a whole. This section provides City Council and Planning, Development, and Zoning the opportunity to deny or to conditionally approve those uses for which specific use permits are required. These uses generally have unusual characteristics or are of a public or semipublic character often essential or desirable for the general convenience and welfare of the community. However, because of the nature of use, the importance of the use’s relationship to the comprehensive plan, or possible adverse impact on neighboring properties of the use, review, evaluation, and exercise of planning judgement relative to the location and site plan of the proposed use are required.”

In Section 77-50 (b) of the Zoning Ordinance it further states, “the City Council, after receiving the recommendation of the planning, development and zoning commission, may by ordinance, grant a specific use permit for the permitted uses, as herein qualified by the permitted use table, in locations and zoning districts to permit a use where they are not otherwise permitted by this article, and may impose any appropriate conditions and safeguards to protect property and property values, and in the interest of health, safety or welfare.”

Requested SUP and Staff Analysis

The subject site is an approximate 0.18-acre (400 feet X 200 feet) portion of a larger property located on the east side of Uzzel Road. The subject site can be accessed only from 9431 Uzzel Road, which is the location for City of Manvel Public Works Department. Uzzell Road is classified as a collector road and requires a minimum right-of-way width of 80 feet. The subject site includes an existing concrete slab from a previous non-residential development spanning the entire site. Currently, the Manvel Police Department lacks a dedicated arms training facility and must rely on outside facilities, such as Alvin Community College and the City of Alvin shooting range for training. Establishing this dedicated training facility will enable officers to enhance their skills and maintain firearm proficiency within the city. Therefore, the applicant Captain Christopher Day, on behalf of the Manvel Police Department is requesting this SUP to allow for a shooting range to operate on the subject site.

The applicant is proposing that the following be considered as part of reviewing this request:

- The shooting range is proposed to be surrounded by a 21’ tall x 42’ wide berm that meets National Rifle Association (NRA) standards, with mature trees surrounding the area to help mitigate sound.
- Normal operating hours will be during daylight hours, with occasional low light shooting during daylight savings, and no external lights or electricity are planned for the site.
- The existing concrete pad will make lead remediation easier in the future.
- Secure operation of the proposed shooting range will be defendant on the placement of a 20’ storage container out of public view.
- Additionally, a 20’ x 30’ carport will be provided to shelter officers during breaks. The shooting range will be restricted to certified police officers with Qualified Range Safety Officers conducting training. Limited public training events may be held a few times per year to cover

firearm safety, with at least two Qualified Range Safety Officers present. Parking will be accommodated at the nearby public works facility.

Criteria for Approval

Section 77-50(e) of the Zoning Ordinance provides the following approval criteria for SUP requests. These criteria help in determining whether the proposed use is in harmony with existing surrounding uses and zoning districts.

1. Conformance to Comprehensive Plan: The proposed shooting range does not directly tie into one of the comprehensive plan goals. However, a dedicated arms training facility for the Police Department facilitates promotes safety within the community, which is a recently adopted core value for the City of Manvel. A safe community is foundational to achieving all the land-use goals specified in the Comprehensive Plan.
2. Compatibility with the character of the neighborhood: The proposed shooting range will not include any high intensity development. The subject site is surrounded by vegetation and abuts vacant land and non-residential use, thereby, allowing some physical compatibility.
3. The suitability of the property for the uses permitted by right: The subject site is zoned OSFR but abuts non-residential uses on two sides. Also, the subject site includes an existing slab and would possibly need remediation before developing for single-family residential development. Therefore, the subject site is not the most suitable site for uses permitted by right.
4. Detrimental impact on nearby property: Generally, shooting ranges result in noise related concerns in the surrounding area where they are located. However, the proposed use is expected to have minimal impact in the area due to multiple reasons. The immediate surrounding of the subject site includes non-residential land uses or vacant land. The nearest residential homes are across from Uzzel Rd. The subject site is setback approximately 540 feet from Uzzell Rd. Existing vegetation and buildings serve as a buffer between the subject site and residences across from Uzzell Rd. The applicant is proposing to use suppressors, tall berms, and other best practices to reduce noise levels. Additionally, the normal hours of operation will be during the daytime and will not include any lighting or night-time operations.
5. Traffic and Parking issues: Since the proposed use is not a commercial operation and its use is limited to training for Manvel Police Department, change in traffic patterns is not anticipated. The existing Public Works facility provides enough parking for the proposed use.
6. Harm to the value of nearby properties: Since the abutting properties are either developed as non-residential uses or is vacant land, it is difficult to establish the impact of the proposed use on nearby properties. Even though noise related concerns can be minimized, the proposed use could have an impact the value of nearby properties. However, it is important to also note that the area includes land that is currently zoned Heavy Commercial.
7. Impedance to orderly development surrounding vacant property: a large portion of the surrounding property is owned by the same property owner.
8. Utility Provisions: The proposed use is not anticipated to have any further impact on utility provisions.

9. Safe site development and layout: The proposed shooting range will not include site improvements other than a berm, placement of a storage container, and a carport. The shooting range will be primarily used by Police Department for training purposes, therefore, no adverse impact on public or adjacent properties is anticipated.
10. Lighting: The absence of external lighting and limited daytime operation prevents light pollution and associated nuisance.
11. Landscaping and screening: The subject site is surrounded by existing trees and vegetation.
12. Other appropriate conditions and safeguards in the interest of health, safety or welfare: The range will be used exclusively by police officers and qualified personnel, with occasional public training events supervised by Range Safety Officers. These safety measures, along with a 540-foot distance from the proposed use to Uzzell Road, ensure compatibility with the neighborhood while addressing potential concerns. The applicant is also proposing to use suppressors, tall berms, and other best practices to reduce noise levels.

Staff Recommendation

Based on the above discussion, staff recommends approval of this SUP request for the subject site to allow NAICS Use No. 7133990: "All Other Amusement and Recreation Industries" with the following conditions:

1. A 21' tall X 42' wide earth berm based on National Rifle Association standards shall be always maintained on the subject site.
2. All range equipment and accessories shall be stored in an existing secure building in close vicinity or a storage container located out of view from a public right-of-way.
3. All shooting shall be directed away from Uzzell Road.

Planning, Development and Zoning Commission Discussion and Recommendation

At the January 13, 2025, Planning, Development, and Zoning Commission meeting, there was a general discussion on the operation of the proposed shooting range. The applicant presented clarification on the general operation of the proposed use and also provided additional details of noise reduction measures to be considered. The PD&Z Commission recommended approval of Ordinance No. 2025-O-02 with a vote of six (6) "Yeas" to zero (0) "Nays" at their January 13, 2025 meeting.

Public Hearing

The Notice of Public Hearing was published in the newspaper of general circulation. All property owners within 200 feet of the property were notified. At the time of writing this report, no information inquiries have been received and staff is not aware of opposition. Please note that public hearing notices were sent out to property owners within 200 feet from the subject site, however, none of the properties across from Uzzell Rd were located within 200 feet.

Major Thoroughfare Plan Map



Application



Development Services

20025 Highway 6
Manvel, TX 77578
P: 281-489-0630
F: 281-489-0634

Specific Use Permit Application

Project Information

Project Name: Police Department Shooting Range
Project Location/Address: 400' X 200' vacant parcel located off Uzzel Rd behind/ east of Manvel Public Works Dept.
Legal Description: A0410 A B & M TRACT 30A1-31A-32A- 33A-38A-39A-40A-41A-46A (as per BCAD)
Current Zoning: O-SFR Proposed Land Use: Shooting Range NAICS No.: 713990
Parcel/Tax ID# (s): PID 171882 Total Acreage: 0.18 acres (80,000 Sq. Ft.)

Applicant Information

Applicant Name: Christopher Day, Patrol Captain / Keith Traylor, Director of Public Safety and Chief of Police,
Company Name: City of Manvel Police Department
Address: 6615 North Masters Road City: Manvel State: Texas Zip: 77578
Phone #: 281-489-1212 Email: ktraylor@manvelpd.org / cday@manvelpd.org

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT, and I, the undersigned, am authorized to make this application on behalf of the owner(s). I understand that this application will expire when requested in writing by either party.


Applicant Signature (REQUIRED)

9/5/2024
Date

Property Owner Information

Owner(s) Name: HOUSTON PIPE LINE COMPANY LP
Address: 1300 Main Street, 19th Floor (ROW) City: Houston State: Texas Zip: 77002
Phone #: 713.989.2865 Email: keith.tyree@energytransfer.com (Right-of-Way Dept.)

PROPERTY OWNER'S AUTHORIZATION (Required – If owner is also the applicant, must sign as both):

I am the owner of the property for which this application is being made. I authorize the above person (Applicant) to submit this application and to correspond with the City of Manvel regarding this application on my behalf.


Owner's Signature (REQUIRED)

9/5/2024
Date



Development Services

20025 Highway 6

Manvel, TX 77578

P: 281-489-0630

F: 281-489-0634

Submittal Checklist

So that we may efficiently review the City of Manvel's project in a timely manner, it is important that all required documents and fees listed on the "Submittal Checklist" below are submitted by the City of Manvel with the application. One or more of the required documents may be waived due to the nature of the development; however, it is incumbent upon the applicant to inquire about these exceptions for the City of Manvel's project **before** submitting this application. Answers to specific use permit applications can be obtained by attending a pre-development meeting with our Development Review Committee (DRC) prior to submitting a formal application. Please call the phone number on the application to schedule an appointment. Submit application and accompanying documents to the Permits and Inspections at the address above Monday through Thursday between the hours of 7:30 a.m. and 5:30 p.m. and Friday between the hours of 7:30 a.m. and 11:30 a.m.

Specific Use Permit Submittal Checklist Items	Required (Please Check)
Completed Specific Use Permit Application (with all signatures)	
Two (2) Copies of a Conceptual Plan (building, parking, landscaping, etc. locations)	
Two (2) Legal Descriptions of Property (metes & bounds description if not platted)	
Two (2) Copies of Recorded Plat (if platted)	
Two (2) Applicant Letters of Request	
Traffic Impact Analysis, (if applicable)	
Paid Application Fee	

Applicant Certification

By signing below, I acknowledge that I have reviewed the Submittal Checklist and have included the required submittal items and reviewed them for completeness and accuracy. I also acknowledge that my application will be rejected if it is deemed incomplete.

Applicant Signature

Date

Letter of Authorization



Development Services

20025 Highway 6

Manvel, TX 77578

P: 281-489-0630

F: 281-489-0634

LETTER OF AUTHORIZATION

Have property owner complete and sign, if applicant differs from property owner.

HOUSTON PIPE LINE COMPANY LP

Owner Name

1300 Main Street, 19th Floor (ROW)

Owner Address

Houston, Texas

77002

Owner City, State

Zip

Date

2/5/2024

Building and Inspections 20025

Highway 6

Manvel, TX 77578

Dear City of Manvel Permits and Inspections,

I, Mark Vedral, certify that I am the Senior Director for Land and Right-of-Way representing owner (Houston Pipe Line Company LP) concerning the project property located at 6615 North Masters Road, Manvel, Texas 77578 and that the forgoing statements and answers made and all data, information, and evidence herewith submitted are in all respects to the best of my knowledge and belief, true, and correct. I appoint Keith L Tyree with the company (Houston Pipe Line Company LP) to act as the Company representative for this project. I agree that my representative will be responsible for receiving payments of invoices due from the City of Manvel related to this application and the project lease. Furthermore, I understand that any material misrepresentation of this application, failure to comply with ordinances, and /or failure for the City of Manvel to remit invoice payments for services to the Company can lead to delays in this project – up to and including rejecting the project and forfeiting any fees or annual payments already paid.

Please contact our representative directly at 713.989.2865 if you have any questions. Sincerely,

Owner Name: Mark Vedral, Senior Director for Land and Right-of-Way

Owner Signature

Lease Agreement

SURFACE SITE AND ACCESS LEASE AGREEMENT

THE STATE OF TEXAS §
 § KNOW ALL PERSONS BY THESE PRESENTS
COUNTY OF BRAZORIA §

That this lease agreement between HOUSTON PIPE LINE COMPANY LP (HPL), a Delaware limited partnership, whose address is 1300 Main Street, Houston, Texas 77002, in Harris County, Texas, acting by and through its duly authorized representative, hereinafter called LESSOR and the CITY OF MANVEL, TEXAS, a municipal corporation, acting herein by and through its authorized and constituted MAYOR, hereinafter called LESSEE,

WITNESSETH:

I.

Lessor hereby leases, rents and lets to Lessee for a period of time hereinafter stated and upon the terms and conditions and for the rental hereinafter set out, within that certain 400' x 200' vacant parcel of land owned by Lessor (as shown on attached Exhibit "A" and heretofore after called "Owned Premises"), together with all improvements and hereditaments which the Lessor may own or have any claim to which are thereon situated, located in the City of Manvel, County of Brazoria, State of Texas.

II.

The primary term of this lease shall begin October 1, 2024 and shall extend for a ten (10) year term ending September 30, 2034, unless sooner terminated by mutual agreement by and between the parties hereto or under and pursuant to the terms of this agreement as hereinafter set out. LESSEE is given the expressed option to renew this lease agreement for additional ten (10) year periods each, on the same terms and conditions, with the exception of rental which shall be established by LESSOR. In the event LESSEE wishes to exercise its options for renewal, it shall give LESSOR notice in writing six (6) months prior to that term's expiration date.

III.

LESSEE shall pay LESSOR the following as rent therefor during said term:

The rental for the leased premises shall be 9 annual payments of \$2667.00 per year, subject to appropriations, with \$0.00 (zero) being due the first year. Alternatively the 10-year term can be made in one lump sum of \$24,003.00.

Rental for the ten-year option periods shall be as established by Lessor using the Consumer pricing Index (CPI) at the time such options are exercised by the Lessee.

IV.

LESSEE agrees to pay all gas, electric, water, sewage and other utility charges pertaining to the leased premises. The parties acknowledge that the City of Manvel is a governmental entity and is tax-exempt.

V.

LESSOR has no duty to inspect said premises to determine the need for repairs or to determine whether LESSEE is maintaining the premises and/or buildings in the manner in which it has agreed; however, with notification, LESSOR may need to enter the premises and inspect the same to determine if LESSEE is complying with the covenants contained in this lease and at any reasonable times due to emergency issues.

VI.

LESSEE agrees to conduct its business on the premises herein leased in compliance with all valid ordinances and/or regulations of the CITY OF MANVEL, as well as all the laws of the

COUNTY OF BRAZORIA, the STATE OF TEXAS, the UNITED STATES OF AMERICA and/or STATE and FEDERAL regulatory agencies, and any amendments thereto.

VII.

LESSEE shall not permit the accumulations of waste, trash or refuse matter on the premises herein being leased. LESSEE shall perform shooting range regulated safety protocols and soil sifting and shall maintain a high-quality range facility.

VIII.

LESSEE shall ACCESS LESSOR'S property from the existing City of Manvel leased property (as shown on Exhibit A) either through or around the eastern side so the HPL Facility can maintain safety and security.

IX.

LESSEE shall not assign, sublet, pledge, mortgage or encumber this lease in whole or in part or sublet the premises or any part thereof. This covenant shall be binding upon the employees, legal representatives and any third-party representative of LESSEE herein. No consent on the part of LESSOR shall operate as a release of the duties of LESSEE unless said release is in writing and specifically states LESSEE has been relieved of its duties and obligations included in this agreement.

X.

LESSEE shall not be entitled to claim a constructive eviction from the premises unless LESSEE shall have first notified LESSOR in writing of the condition or conditions giving rise thereto and if the complaints be justified, unless LESSOR shall have failed within a reasonable time after receipt of such notice to remedy such condition.

XI.

LESSEE further covenants and agrees that it will at all times during the term of this lease, or any extension thereof, at its own expense, maintain and keep in force liability insurance insuring LESSEE in an amount of not less than:

- a) \$500,000.00 per accident,
- b) \$250,000.00 per person for injury to any one person or any one occurrence and
- c) \$50,000.00 for property damage, against loss, liability or damage which may result to LESSEE, from accident or casualty whereby any person or persons whomsoever may be injured or killed or sustain property damage on the leased premises. LESSEE shall furnish LESSOR an endorsement naming the HOUSTON PIPE LINE COMPANY LP (HPL GP, LLC, it's general partner) as an additional insured.

XII.

Upon the termination of this lease, for whatever cause, LESSEE shall deliver to LESSOR peaceable possession of the entire premises, in as good condition as it was received, except by ordinary wear and tear, and/or damage by fire or acts of God.

XIII.

In the event LESSEE should temporarily hold over or be permitted to hold over and occupy said premises after the expiration of the term of said lease, or after the termination hereof pursuant to the provisions herein contained, such holding over by LESSEE shall not be deemed a renewal or extension of this lease in any way, but LESSEE shall after such termination, be deemed a tenant wholly at the will of LESSOR.

XIV.

For any uncured default, the lease herein granted can be terminated by LESSOR in the following circumstances:

- a) Should default be made by LESSEE in the payment of any rental provided for herein, and should default continue for a period of thirty (30) days, then LESSOR may mail notice of such default and thirty (30) days from the date of receipt of such notice of default to LESSEE then in such event LESSOR may declare all of said rent for the entire term of said lease due and payable and/or terminate the lease and all rights of LESSEE to possession under the terms of this lease and it shall be lawful for LESSOR, its agents or assigns to enter upon the said premises or any part thereof either with or without process of law without incurring any legal responsibility therefor. In the event said power to terminate is exercised by LESSOR, it shall not constitute an election of waiver of any right of LESSOR.
- b) If LESSEE shall breach any other condition or neglect or refuse to perform any of the covenants and/or agreements herein contained, or in case the said LESSEE shall assign or sublet the premises or any part thereof to any person, firm or corporation without the written consent of LESSOR, then in any of those events LESSOR may give written notice of said breach or attempted breach setting out the nature thereof, and if the same is not corrected within thirty (30) days after such notice, then LESSOR can declare all of said rent for the entire term of said lease due and payable and/or terminate this lease and reenter said premises as provided in (a) above.

XV.

In case of loss or damage to the premises herein leased by storm waters or any other cause whatsoever, so that use thereof by LESSEE is impossible, if LESSOR does not deem it advisable in its sole and unlimited discretion to repair or replace the land and/or improvements herein leased, LESSOR shall, within thirty (30) days after the loss from any of the foregoing causes, notify LESSEE in writing of LESSOR's election not to repair or replace said land and/or improvements, in which event LESSEE may repair the premises or terminate the lease with regard to the payment of rentals and the term hereof, and for all other purposes, SAVE AND EXCEPT, that LESSEE shall have a continuing duty to deliver up to the LESSOR possession of the premises in as good condition as is reasonable possible under all the circumstances then existing. If said lands and/or improvements are seriously damaged by storm waters or any other cause as aforesaid LESSOR may if it deems advisable in its sole and unlimited discretion to do so repair or replace said land, Using reasonable diligence in so doing to the end that the entire premises may be placed in a tenantable condition as soon as is reasonably possible after such loss or damage in which event this lease shall continue in full force and effect, PROVIDED, HOWEVER, that during the term that such premises are not in tenantable condition, the LESSEE shall be relieved of its obligation to pay the rental thereon until such premises are again rendered tenantable.

XVI.

LESSEE shall upon the expiration of this lease, if all rents and charges have been paid; and all covenants and agreements on its part have been performed, have the right to remove all property placed on said premises by LESSEE, SAVE AND EXCEPT any permanent improvements so attached to the premises that their removal will cause permanent damage to the premises.

XVII.

It is strictly understood that the only relationship between the parties hereto is LESSOR – LESSEE and the parties have no intention of entering a partnership or joint venture or any other similar relationship by virtue of this agreement.

XVIII.

The parties waiver of breach of one covenant and condition of this lease is not a waiver of breach or of subsequent breach of the one waived. LESSOR's acceptance of rent installments after breach is not a waiver of the breach except of the breach of the covenant to pay the rent installments accepted.

XIX.

Appointment of a receiver to take possession of LESSEE's assets, LESSEE's general assignment for benefits of creditors, or LESSEE's insolvency or taking suffering action under the Bankruptcy Act shall constitute a breach of this lease.

XX

This lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors in interest, heirs, executors, administrators and assigns, except as otherwise provided herein.

XXI.

The terms LESSOR and LESSEE and the pronouns used herein referring to LESSOR and LESSEE shall always mean and include the proper gender and the applicable singular or plural for the party or parties herein named.

XXII.

Any notice required by this lease shall be sent to the respective party as follow:

LESSOR:

HOUSTON PIPE LINE COMPANY LP
(HPL GP, LLC, it's general partner)
1300 Main Street, ROW 19th Floor
Houston, Texas 77002

By: (Signed) _____

Name: (Print) _____

Title: _____

STATE OF TEXAS §

COUNTY OF HARRIS §

The foregoing instrument was acknowledged before me, a Notary Public duly commissioned and qualified in and for said county and state, on this _____ day of _____, 2024 by Mark Vedral, Senior Director of Land and Right-of-Way for HPL GP, LLC, general partner of Houston Pipe Line Company LP, a Delaware limited partnership, as the act and deed of said limited partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of _____, 2024.

(S E A L)

Notary Public

My Commission Expires _____

LESSEE:

THE CITY OF MANVEL TEXAS

6615 North Masters Road

Manvel, Texas 77578

By: (Signed) _____

Name: (Print) _____

Title: _____

STATE OF TEXAS §

COUNTY OF BRAZORIA §

ACKNOWLEDGED BEFORE ME by _____,
Mayor of the City of Manvel, Texas, a home rule municipality duly incorporated under the laws
of the State of Texas, in the capacity herein stated and as said City of Manvel, Texas.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of
_____, 2024.

(S E A L)

Notary Public in and for the State of Texas

My Commission Expires _____

Upon Recording, Please Return To:
ENERGY TRANSFER/HOUSTON PIPE LINE COMPANY LP
Attn: Keith Tyree, 19th Floor, ROW Dept.
1300 Main Street, Houston, TX 77002

Letter of Request



CITY OF MANVEL

DEPARTMENT OF PUBLIC SAFETY

Police



6615 North Masters Road
Manvel, Texas 77578

<http://www.cityofmanvel.com>

Phone: (281) 489-1212
Fax: (281) 489-4401

Keith Taylor
Director of
Public Safety/
Chief of Police
281.489.1212

Shonna Bellow
Fire Marshal
281.489.0630

Daniel Franklin
Code
Enforcement
281.489.0630

John Sherman
Animal Control
281.489.1212

To: Jose Abraham – Director of Development Services.
From: Chris Day – Police Captain
Date: December 5, 2024
Ref: Shooting Range Specific Use Permit.

Jose, the Manvel Police Department would like to apply for a Specific use permit for the vacant parcel off Uzzel Rd behind/ east of the Manvel Public Works Dept. The Legal description is A0410 A B & M TRACT 30A1-31A-32A- 33A-38A-39A-40A-41A-46A (as per BCAD). This property is 400' x 200' 80,000 sq. ft. leased to the City of Manvel from the Houston Pipeline Company. We would like to utilize the area for a live-fire training range for the Police Department. Below are some key points.

- The entire range is surrounded by a 21' tall x 42' wide earth shooting berm that conforms to the NRA standard. There are also mature trees surrounding the area to help reduce sound.
- The normal hours of operation will be during daylight hours. Some low-light shooting training will occur during daylight savings when it gets darker early. There are no external lights or electrical on site.
- The site is a complete concrete pad, this will make lead remediation easier in the future and greatly reduce the environmental impact.
- This site will house a 20' storage container out of view from the public. The storage container is an essential piece of security equipment to keep the range equipment safe from possible theft.
- The site will also have a 20' x 30' carport to keep officers out of the elements during breaks.
- The nearest house is almost 1000' away from the site. No shooting will be in the direction of the houses or Uzzell Road.
- This shooting range will not be open to the public. Only Certified police officers with Qualified Range Safety Officers will conduct training on location. A few times a year we can hold training events for members of the public, to go over firearm safety. These training events will be hosted by the Manvel Police Department and at least 2 Qualified Range Safety Officers will be in attendance.
- There is an area at the public works facility that we will utilize for parking.

Thank You for your help with this matter.

Chris Day
Patrol Captain
Manvel Police Department.

Public Hearing Notice to run on Sunday 12/29/2024

A PUBLIC HEARING WILL BE HELD AT MANVEL CITY HALL, 20031 HWY 6, MANVEL, TX, 77578 AT 6:00 P.M. ON MONDAY, JANUARY 13, 2024, BEFORE THE MANVEL PLANNING, DEVELOPMENT, AND ZONING COMMISSION AND AT 6:00 P.M. ON TUESDAY, JANUARY 21, 2024, BEFORE THE MANVEL CITY COUNCIL TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE 0.18 ACRES TRACT OF LAND GENERALLY LOCATED EAST OF UZZEL ROAD (A PORTION OF PID: 171882), WITH ACCESS TO PROPERTY FROM 9431 UZZEL ROAD FROM OPEN-SINGLE-FAMILY RESIDENTIAL DISTRICT TO OPEN-SINGLE-FAMILY RESIDENTIAL FAMILY RESIDENTIAL DISTRICT WITH SPECIFIC USE PERMIT (OSFR-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 7133990 "ALL OTHER AMUSEMENT AND RECREATION INDUSTRIES"; 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. /S/ TAMMY BELL, CITY SECRETARY.

ORDINANCE NO. 2025-O-02

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATELY 0.18 ACRE TRACT OF LAND GENERALLY LOCATED EAST OF UZZELL ROAD (A PORTION OF PID: 171882), WITH ACCESS TO PROPERTY FROM 9431 UZZELL ROAD FROM OPEN-SINGLE-FAMILY RESIDENTIAL DISTRICT TO OPEN-SINGLE-FAMILY RESIDENTIAL FAMILY RESIDENTIAL DISTRICT WITH SPECIFIC USE PERMIT (OSFR-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 7133990 “ALL OTHER AMUSEMENT AND RECREATION INDUSTRIES”; 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.

* * * * *

WHEREAS, Houston Pipe Line Company LP, is the owner (the “Owner”) of a certain 0.18-acre tract of land (400’ x 200’vacant parcel of Property ID: 171882) generally located East of Uzzell road, with access to property from 9431 Uzzell a map of which is attached hereto as Exhibit “A”; and

WHEREAS, the 0.18-acre tract is currently zoned Open-Single-Family Residential District; and

WHEREAS, the applicant, City of Manvel Police Department, has filed an application to change the zoning classification of the 0.18-acre tract to Open-Single-Family Residential District with a Specific Use Permit (OSFR-SUP) allowing the

proposed use of the property for NAICS use 713990 “All Other Amusement and Recreation Industries”; and

WHEREAS, the Planning, Development, and Zoning Commission and the City Council have conducted, in the time and manner required by law and the Zoning Ordinance of the City, a public hearing on such request; and

WHEREAS, the Planning, Development, and Zoning Commission has recommended in its report the approval of such request, and the City Council deems it appropriate to approve said amendment to the zoning and specific use permit; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The zoning classification of a certain 0.18-acre tract of land (400’ x 200’ vacant parcel of Property ID: 171882) generally located East of Uzzell road, with access to property from 9431 Uzzell a map of which is attached hereto as Exhibit “A” attached hereto, shall be changed from Open-Single-Family Residential District (OSFR) to Open-Single-Family Residential District with a Specific Use Permit (OSFR-SUP), for uses as permitted within such zone classification, subject to the regulations, regulations, and conditions hereinafter set forth:

1.All Other Amusement and Recreation Industries– (NAICS 7133990)

Section 3. The request meets the criteria set forth in Section 77-50 of the City of Manvel Zoning Ordinance for a Specific Use Permit. The City of Manvel Zoning Ordinance is hereby further amended by granting a Specific Use Permit

authorizing use of the Property for the NAICS use listed in Section 2, above.

Section 4. The City Council hereby finds it appropriate to impose the conditions to the granting of the Specific Use Permit as shown in Exhibit “B”, attached hereto and incorporated herein as if set out in full. This proposed use of a “All Other Amusement and Recreation Industries” and site may not be changed or expanded except by amendment of this Specific Use Permit.

Section 5. The Specific Use Permit issued under this ordinance, or a specific use listed herein, shall expire one year after its date of issuance if construction or if the listed use authorized hereunder is not substantially under way or in use prior to the expiration of said one year period. If, prior to the expiration of such one-year period, the owner of the property to which the Specific Use Permit applies in writing, for an extension, the City Council may, after recommendation from the Planning, Development, and Zoning Commission, grant such extension for one additional year.

Section 6. The Zoning District Map of the City of Manvel shall be revised and amended to show the designation of said tract, as described and as provided in Section 2, above, with the appropriate reference thereon to the number and effective date of this Ordinance and a brief description of the nature of the change.

Section 7. The City Council hereby finds and determines that said rezoning comports to the City's Comprehensive Land Use Plan. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City of Manvel, save and except the change in zoning classification of said tract(s) as described above.

Section 8. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Manvel, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 9. Any person who shall intentionally, knowingly, recklessly or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and upon conviction, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 10. Revocation. This Specific Use Permit may be revoked or modified by the City Council, in whole or in part, after notice and hearing, for either of the following reasons:

(1) The Specific Use Permit was obtained or extended by misrepresentation, fraud or deception: or

(2) That one of more of the conditions imposed by the permit has not been met or has been violated.

PASSED AND APPROVED on first reading this _____ day of _____, 2025.

PASSED, APPROVED, AND ADOPTED on second and final reading this _____ day of _____, 2025.

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Robert Gervais, City Attorney

Exhibit A

Certain 0.18-acre tract of land (400' x 200' vacant parcel of Property ID: 171882) generally located East of Uzzell road, with access to property from 9431 Uzzell.



Exhibit B

Conditions of Approval:

1. A 21' tall X 42' wide earth berm based on National Rifle Association standards shall be always maintained on the subject site.
2. All range equipment and accessories shall be stored in an existing secure building in close vicinity or a storage container located out of view from a public right-of-way.
3. All shooting shall be directed away from Uzzell Road.



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: February 18, 2025

TOPIC: Public Hearing followed by consideration of a request to rezone an approximate 12.6-acre tract located at the southwest corner of Croix Road and Del Bello Road, from Open Single-Family Residential district (OSFR) to Light Commercial district with Specific Use Permit (LC-SUP); to allow permitted use within Light Commercial district and to authorize the use of a 1.27-acre portion for NAICS use 447110 "Gasoline Stations with Convenience Stores".

BACKGROUND:

- The subject site is currently vacant and is located at the intersection of two designated Major Thoroughfares (Parkway with 120' wide right-of-way). Both streets are not currently built to the standards required by the Major Thoroughfare Plan.
- The applicant, Desiree Waraksa, representing the property owner, Natural Walkways LLC, is proposing to subdivide the subject site and develop multiple retail buildings including an approximate 1.27-acre tract gas station and convenience store. The Zoning ordinance requires approval of a SUP to allow gas stations with convenience store.
- The subject site is located at the edge of Manvel City Limit line along Croix Rd with properties along the north side of Croix Rd being in the City of Manvel Extra Territorial Jurisdiction and properties to the south, east, and west zoned OSFR. Properties to the north of the subject site (ETJ north of Croix Rd) include a single-family home and uses designated as Residential/ Duplex by Brazoria County appraisal district. The subject site abuts vacant land on the south side and includes residential homes on east and west side. The proposed rezoning will introduce commercial use in a predominantly residential area.
- The Notice of Public Hearing was published in the newspaper of general circulation and all property owners within 200 feet of the property were notified. At the time of writing this report, no information inquiries have been received, and staff is not aware of opposition.
- Additional details and staff analysis are included in the attached staff report.

STAFF RECOMMENDATION: The site's location at the intersection of two major thoroughfares supports its transition to a commercial designation. However, since the street and other infrastructure improvements have not been made to the area, rezoning to allow commercial use must be carefully considered.

Due to the absence of a Traffic Impact Analysis, preliminary drainage analysis, and other site plan details discussed above, **STAFF IS NOT ABLE TO PROVIDE A RECOMMENDATION** for this requested rezoning of the subject site from O-SFR to LC/SUP to allow NAICS code 447110, "Gasoline Stations with Convenience Stores."

PD&Z RECOMMENDATION: A motion to recommend approval of Ordinance No. 2025-O-04 to the City Council failed with a vote of zero (0) "Yeas" to five (7) "Nays" at their February 2025, meeting. Therefore, the Planning, Development, and Zoning Commission is not recommending approval of Ordinance No. 2025-O-04, which pertains to the requested rezoning—Specific Use Permit—for the property from Open-Single Family Residential District (O-SFR) to Light Commercial District with a Specific Use Permit (LC-SUP).

ATTACHMENTS: Staff Report and Ordinance No. 2025-O-04

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER

Jesica Portie,
Assistant Planner

FINANCE DIRECTOR APPROVAL _____

CITY MANAGER APPROVAL _____





STAFF REPORT TO City Council

Rezoning - Specific Use Permit

Agenda of:	February 18, 2025	Initiated By:	Jose Abraham Director, Development Services
Subject:	Rezoning, O-SFR to LC-SUP	Presented By:	Jesica Portie Assistant Planner, Development Services
Recommended Action:	A Public Hearing followed by consideration and action to provide a recommendation to City Council.		

SUMMARY

The proposed rezoning involves an approximate 12.6 acres of land at the southwest corner of Croix Road and Del Bello Road (Property ID: 169412), currently zoned Open-Single Family Residential District (O-SFR). The applicant, Desiree Waraksa, representing the property owner, Natural Walkways LLC, is proposing to subdivide the subject site and develop multiple retail buildings including an approximate 1.27-acre tract gas station and convenience store. This would require rezoning the subject site to Light Commercial district with a Specific Use Permit (LC-SUP) on the portion proposed for NAICS code 447110, "Gasoline Stations with Convenience Stores." The site is currently vacant and surrounded by vacant land on the south side and existing residential properties to the east and west. Properties across from Croix Rd (and a portion on the east side) are in City of Manvel Extra Territorial Jurisdiction and include a single-family home and uses identified as Residential/ Duplex by Brazoria County appraisal district. The proposed rezoning will introduce commercial use in a predominantly residential area.

EXHIBITS

Aerial Vicinity Map, Zoning Vicinity Map, Major Thoroughfare Plan Map, Gas Station 2 Miles Buffer Map, Application, Letter of Authorization, Letter of Request, and Public Hearing Notice.

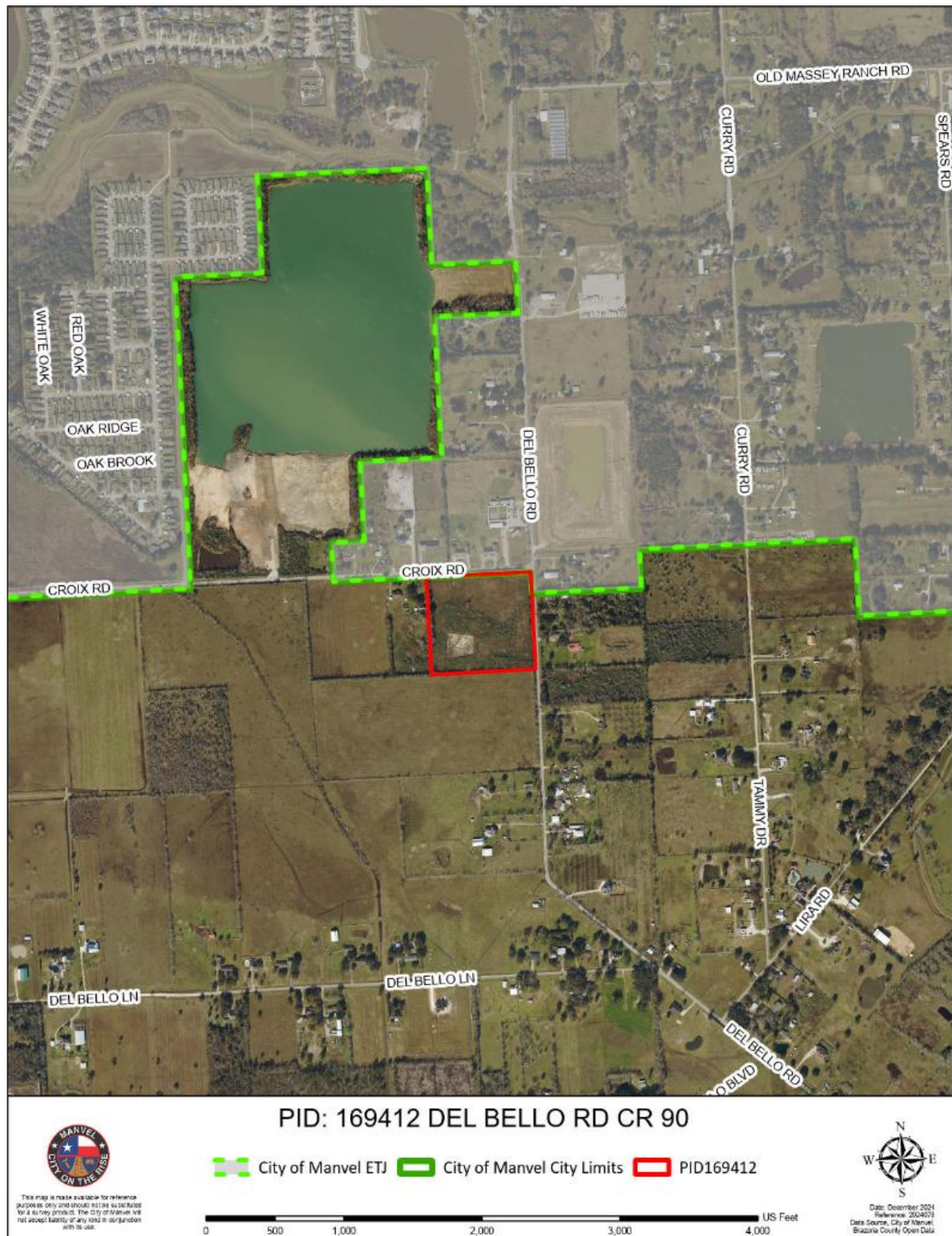
GENERAL SITE INFORMATION

The following is a summary of general site information.

Surrounding Property Zoning	North: Extra Territorial Jurisdiction (ETJ) South: Open Single Family Residential (O-SFR) East: Extra Territorial Jurisdiction (ETJ) / Open Single Family Residential (O-SFR) West: Open Single Family Residential (O-SFR)
Surrounding Land Use	North: Duplexes/Residential/Possible Commercial (Behavior Training Research) South: Vacant/Undeveloped land East: Residential home West: Residential home

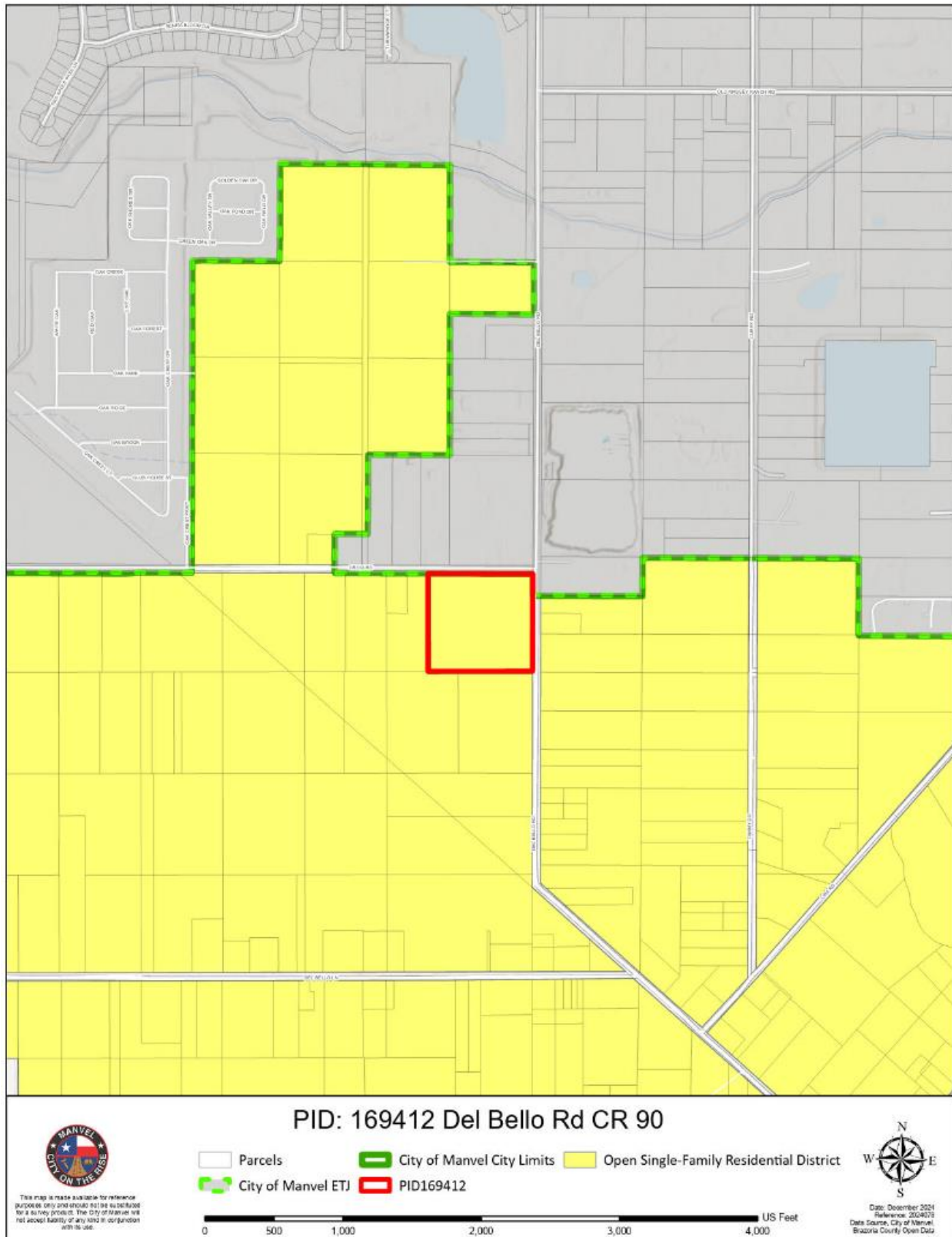


AERIAL VICINITY MAP





ZONING VICINITY MAP





PURPOSE AND INTENT OF THE PROPOSED ZONING DISTRICT

LC zoning district is intended for low intensity retail sales and service type land uses. Rezoning the property to LC zoning district would also allow uses included in Section 77-26., *Permitted Uses*, and listed below:

1. retail bakeries;
2. printing and related support activities;
3. furniture and home furnishing stores;
4. electronics and appliance stores;
5. building material, garden equipment and supplies dealers;
6. food and beverage stores;
7. health and personal care stores;
8. clothing and clothing accessory stores;
9. sporting goods, hobby, book and music stores;
10. General merchandise stores
11. miscellaneous store retailers;
12. postal service;
13. finance and insurance;
14. real estate;
15. lessors of nonresidential buildings (except mini warehouses)
16. consumer good rental;
17. professional, scientific, and technical services;
18. accounting, tax preparation, bookkeeping and payroll;
19. veterinary services;
20. management of companies and enterprises;
21. administrative and support services;
22. educational support services;
23. social assistance;
24. child day care services;
25. arts, entertainment, and recreation;
26. fitness and sports centers;
27. food services and drinking places;
28. automotive glass replacement shop;
29. electronic and precision equipment repair and maintenance;
30. personal and laundry services; and
31. public administration.

ZONING ORDINANCE PROVISIONS FOR SPECIFIC USE PERMITS

In Section 77-50 (a) *Uses Requiring Specific Use Permit*, of the Zoning Ordinance it states “*certain uses of land, buildings or structures may not be appropriate under all circumstances in any given zoning district but may be appropriate where adequate precautions can be taken to assure compatibility with surrounding uses, public need, and the orderly development of the city as a whole. This section provides City Council and Planning, Development, and Zoning the opportunity to deny or to conditionally approve those uses for which specific use permits are required. These uses generally have unusual characteristics or are of a public or semipublic character often essential or desirable for the general convenience and welfare of the community. However, because of the nature of use, the importance of the use’s relationship to the comprehensive plan, or possible adverse impact on neighboring properties of the use,*



review, evaluation, and exercise of planning judgement relative to the location and site plan of the proposed use are required.”

In Section 77-50 (b) of the Zoning Ordinance it further states, “the City Council, after receiving the recommendation of the planning, development and zoning commission, may by ordinance, grant a specific use permit for the permitted uses, as herein qualified by the permitted use table, in locations and zoning districts to permit a use where they are not otherwise permitted by this article, and may impose any appropriate conditions and safeguards to protect property and property values, and in the interest of health, safety or welfare.”

PROJECT DETAILS

The subject site, currently vacant, consists of approximately 12.6 acres located at the southwest corner of Croix Road and Del Bello Road, a key intersection identified in the city’s Major Thoroughfare Plan with both the streets designated as 120-foot-wide Parkway. The property is presently zoned Open-Single Family Residential (O-SFR), limiting its potential for commercial development despite its strategic location along two major roadways.

The applicant is proposing a commercial development subdivided into five individual tracts for retail development with a 3.8-acre portion reserved for detention and septic spraying field (concept Plan attached). The proposed development will also include a gas station and convenience store on an approximate 1.27 acre portion at the intersection. There are no gas stations within the city limits in a 2-mile radius, and the few located within the ETJ sit at the very edge of that radius, highlighting a gap in convenient access for nearby residents and a potential demand for the proposed use. Because of the current O-SFR designation, rezoning to LC district and a SUP approval to allow gas station and convenience store on the 1.27-acre portion is required.

PREDETERMINED CONDITIONS FOR THE PROPOSED USE (Section 77-50.(g)).

Section 77-50(g) of the Zoning Ordinance provides the following predetermined conditions that apply to the proposed use:

- a. A gasoline station and/or convenience store shall not be located within two miles of an existing gasoline station and convenience store. The distance shall be measured from property line to property line.

Please note that the proposed use meets the predetermined condition for gasoline station use. Please see attached Gas Station 2-Mile Buffer Map below.

CRITERIA TO BE CONSIDERED FOR SUP APPROVAL AND STAFF ANALYSIS FOR REZONING

Section 77-50(e) of the Zoning Ordinance provides the following approval criteria for SUP requests. These criteria can also apply to staff analysis for rezoning requests from residential districts to non-residential districts.

1. Conformance to Comprehensive Plan:

- a. The comprehensive plan land use goals encourage commercial development along major thoroughfares. There are no gas stations within the city limits in a 2-mile radius, and the few located within the ETJ sit at the very edge of that radius. This seem to suggest a gap in convenient access for nearby residents and a potential demand for the proposed use.



- b. If developed appropriately, the proposed development would conform to the goal of encouraging well-planned, quality retail and commercial development that enhances the community's character.
 - c. The requested rezoning is a significant change in terms of land use character and intensity. The applicant has not provided sufficient details for staff to evaluate its impact on traffic, drainage, and land use character.
2. Compatibility with the character of the neighborhood:
 - a. The subject property is currently zoned Open Single-Family Residential (OSFR) and is surrounded by duplexes to the north, residential home to the east and west, and undeveloped land to the south.
 - b. The proposed gas station and other retail uses introduce commercial use in a predominantly residential area.
 - c. The site's location at the intersection of two major thoroughfares supports its transition to a commercial designation.
 - d. Compatibility concerns with surrounding residential areas can be mitigated through enhanced landscaping, fencing, and thoughtful site design to minimize noise, lighting, and traffic impacts. However, the proposed site plan also doesn't show strategic landscaping and other measures, such as fences, needed to provide buffering for the overall development.
3. The suitability of the property for the uses permitted by right:
 - a. OSFR zoning designation permits low-density residential development. The area is minimally developed and is predominantly residential in nature. This allows a residential use to be in harmony with the surrounding uses and therefore, making residential use suitable for the property.
 - b. Additionally, the location of the subject site at the intersection of two major thoroughfares make it suitable for Light commercial uses as well. However, since the street and other infrastructure improvements have not been made to the area, rezoning to allow commercial use must be carefully considered.
4. Detrimental impact on nearby property:
 - a. The introduction of a gas station in a predominantly residential area may result in concerns related to noise, lighting, and increased traffic.
 - b. However, the site's location at the corner of two major thoroughfares and the use of mitigation measures, such as buffering, landscaping, and limiting operating hours, is expected to minimize these impacts. Noise from vehicle fueling and deliveries could be managed by site setbacks and screening, while conforming to City's requirements could prevent glare on adjacent properties.
5. Traffic and Parking issues:
 - a. A Traffic Impact Analysis (TIA) is required to assess the impact of development on Del Bello Road and Croix Road. A Traffic Impact Analysis (TIA) or trip generation related data and preliminary drainage calculations have not been provided.
 - b. Even though Del Bello Road and Croix Road are designated as major thoroughfares, they are not currently improved to meet the standards of a parkway. Therefore, the location provides both opportunities and challenges regarding access and circulation.



- c. The proposed site plan is conceptual and does not yet include detailed ingress and egress designs or turning lanes. Additionally, approvals from Brazoria County are required for driveways access from Croix Road and a portion of Del Bello Road.
 - d. If approved, adequate parking will be required based on the City's Zoning Ordinance.
 - e. As part of the development process, street dedication and street improvement will be required for Del Bello Road and Croix Road.
 - f. It is not clear if the driveway access shown on the site plan are based on input from Brazoria County.
6. *Harm to the value of nearby properties:*
- a. The proposed gas station may impact the value of nearby residential properties, particularly homes directly adjacent to the site. However, the inclusion of enhanced landscaping, fencing, and noise mitigation measures may help minimize adverse effects. The proposed site plan also doesn't show strategic landscaping and other measures needed to provide buffering.
 - b. Please note that the character of the area is expected to change in the future, considering the location being at the intersection of two major thoroughfares and considering ETJ areas in proximity with no land use controls.
 - c. Additionally, the site's location on two major thoroughfares and its potential to serve the broader community could provide long-term economic benefits to the area.
7. *Impedance to orderly development surrounding vacant property:*
- a. The proposed gas station is not expected to impede the development of surrounding vacant land. However, note that currently this rezoning will introduce commercial use within a predominantly residential area.
 - b. The site's design and operational standards can potentially minimize impedance to orderly development of surrounding vacant properties.
8. *Utility Provisions:*
- a. Water and sewer services are currently unavailable in the area.
 - b. The proposed development is not expected to create additional strain on existing utility provisions.
 - c. The applicant is proposing water well and septic system for entire development.
 - d. Drainage related impact in the area cannot be fully understood without a study, considering the large acreage of the subject site and proposed intensity of the development.
9. *Safe site development and layout:*
- a. If approved, the proposed development will be subject to city's site development standards and Design Criteria Manual.
 - b. Right-of-way dedication and street improvements will be required for this proposed development and is not clearly presented in the proposed site plan.
 - c. It is not clear if the driveway access shown on the site plan are based on input from Brazoria County or a Traffic Impact Analysis.
10. *Lighting:* If approved, the proposed development will be subject to City Lighting related standards that focus on preventing light pollution and glare on adjacent properties. The proposed site plan does not provide any details on proposed lighting.



11. Landscaping and screening:

- a. If approved, the proposed development must comply with all landscaping requirements outlined in Section 77-44 of the city's zoning ordinance.
- b. The proposed site plan doesn't show strategic landscaping and other measures, such as fences, needed to provide buffering for the overall development.

12. Other appropriate conditions and safeguards in the interest of health, safety or welfare:

- a. If approved, the gas station must comply with all applicable federal, and state regulations to ensure public health, safety, and welfare. General measures such as spill prevention systems, noise controls, and restricted operational hours based on applicable regulations will apply.
- b. If approved, the development will be subject to all adopted technical codes to ensure health, safety, and welfare, including Building and Fire Codes.
- c. City utility services are not available at the subject site and the proposed development will rely on well and septic. Dependence on well and septic to meet fire safety requirements for a development of this scale and intensity may be challenging and a detailed plan has not been provided.

STAFF RECOMMENDATION

The site's location at the intersection of two major thoroughfares supports its transition to a commercial designation. However, since the street and other infrastructure improvements have not been made to the area, rezoning to allow commercial use must be carefully considered.

Due to the absence of a Traffic Impact Analysis, preliminary drainage analysis, and other site plan details discussed above, **STAFF IS NOT ABLE TO PROVIDE A RECOMMENDATION** for this requested rezoning of the subject site from O-SFR to LC/SUP to allow NAICS code 447110, "Gasoline Stations with Convenience Stores."

If Council considers approval of this request, the following conditions would be beneficial:

1. The SUP allows only one gasoline station and convenience store use located at the intersection of Del Bello Rd and Croix Rd. The total area of the gasoline station and convenience store use shall not exceed 1.3 acres with frontage on both streets.
2. A revised site plan shall be provided prior to the second reading of the proposed ordinance reflecting following in addition to the details already provided:
 - Right-of-way dedication based on the Major Thoroughfare Plan,
 - Driveway access based on Brazoria County and City of Manvel standards,
 - Landscaping in conformance with Section 77-44 of the City of Manvel Zoning Ordinance,
 - Minimum 6-foot-tall masonry fence to be maintained by the developer and 25-foot landscaping buffer with trees planted 30 feet on center along property lines abutting residentially zoning properties,
3. A Traffic Impact Analysis (TIA) for the proposed overall development shall be submitted for approval by the city Engineer.
4. All mitigation measures necessary to address traffic related impact shall be made part of project construction. Any phasing must be approved by the City Engineer.



5. A master preliminary plat for the entire subject site with a preliminary drainage plan shall be approved in accordance with the City of Manvel's subdivision ordinance.
6. Funds shall be escrowed with the City of Manvel and Brazoria County, as applicable, for the construction of one-half of Del bello Rd and Croix Rd (portion that abuts the subject site) to current standards.
7. Buildings shall be designed in conformance with all adopted technical codes, including Building and Fire Codes.
8. Outdoor lighting shall be shielded and shall conform with the Illuminating Engineering Society of North America ("IES") criteria for full cut-off fixtures, which is 100 percent of light output below 90 degrees, and 90 percent of light output below 80 degrees from a vertical line through the fixture;
9. Outdoor lighting shall be deflected, shaded, and focused away from abutting properties and shall not be a nuisance to abutting properties, and shall be designed so that any overspill of lighting onto abutting properties shall not exceed three-tenths foot-candles, measured vertically and horizontally;
10. Proposed development must comply with all the development standards and requirements as amended at the time of plat and plan submittal.

Planning, Development and Zoning Commission Discussion and Recommendation

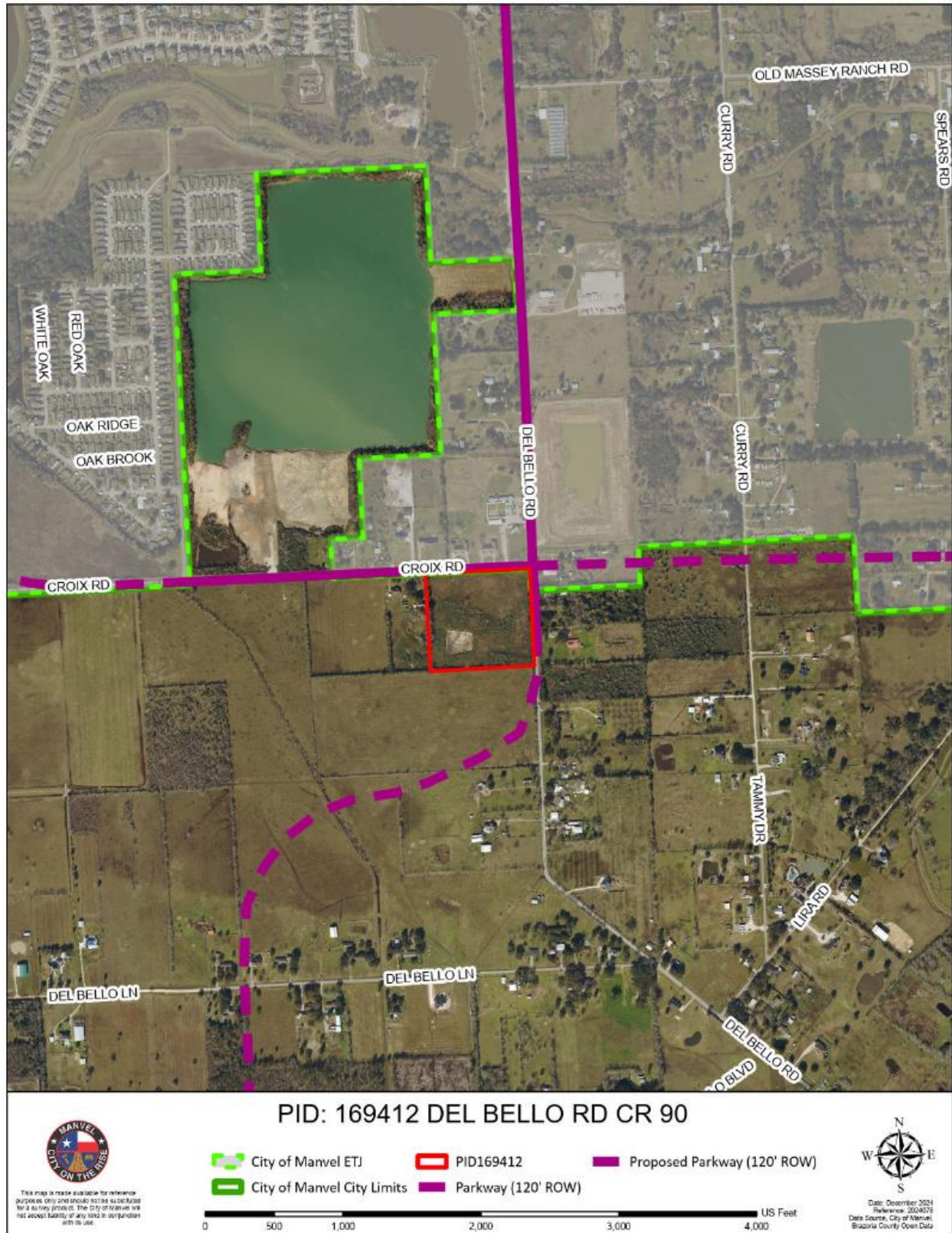
At the February 10, 2025, Planning, Development, and Zoning (PD&Z) Commission meeting, several Manvel residents voiced strong opposition to the proposed zoning change that would allow a gas station and retail establishment in a predominantly residential and rural area. Concerns were raised about increased traffic congestion, road safety, environmental risks, and negative impacts on property values and local livestock operations. Given that a gas station already exists nearby, residents argued the development is unnecessary and would compromise the area's rural character and quality of life. The applicant clarified that the project is intended to serve the community's immediate needs, with plans to use a well and septic system and meet fire safety requirements. A motion to recommend approval of Ordinance No. 2025-O-04 to the City Council failed with a vote of zero (0) "Yeas" to five (7) "Nays" at their February 2025, meeting. Therefore, the Planning, Development, and Zoning Commission is not recommending approval of Ordinance No. 2025-O-04, which pertains to the requested rezoning—Specific Use Permit—for the property from Open-Single Family Residential District (O-SFR) to Light Commercial District with a Specific Use Permit (LC-SUP).

PUBLIC HEARING

The Notice of Public Hearing was published in the newspaper of general circulation. All property owners within 200 feet of the property were notified. At the time of writing this report, no information inquiries have been received and staff is not aware of opposition. Please note that public hearing notices were sent out to property owners within 200 feet from the subject sit.

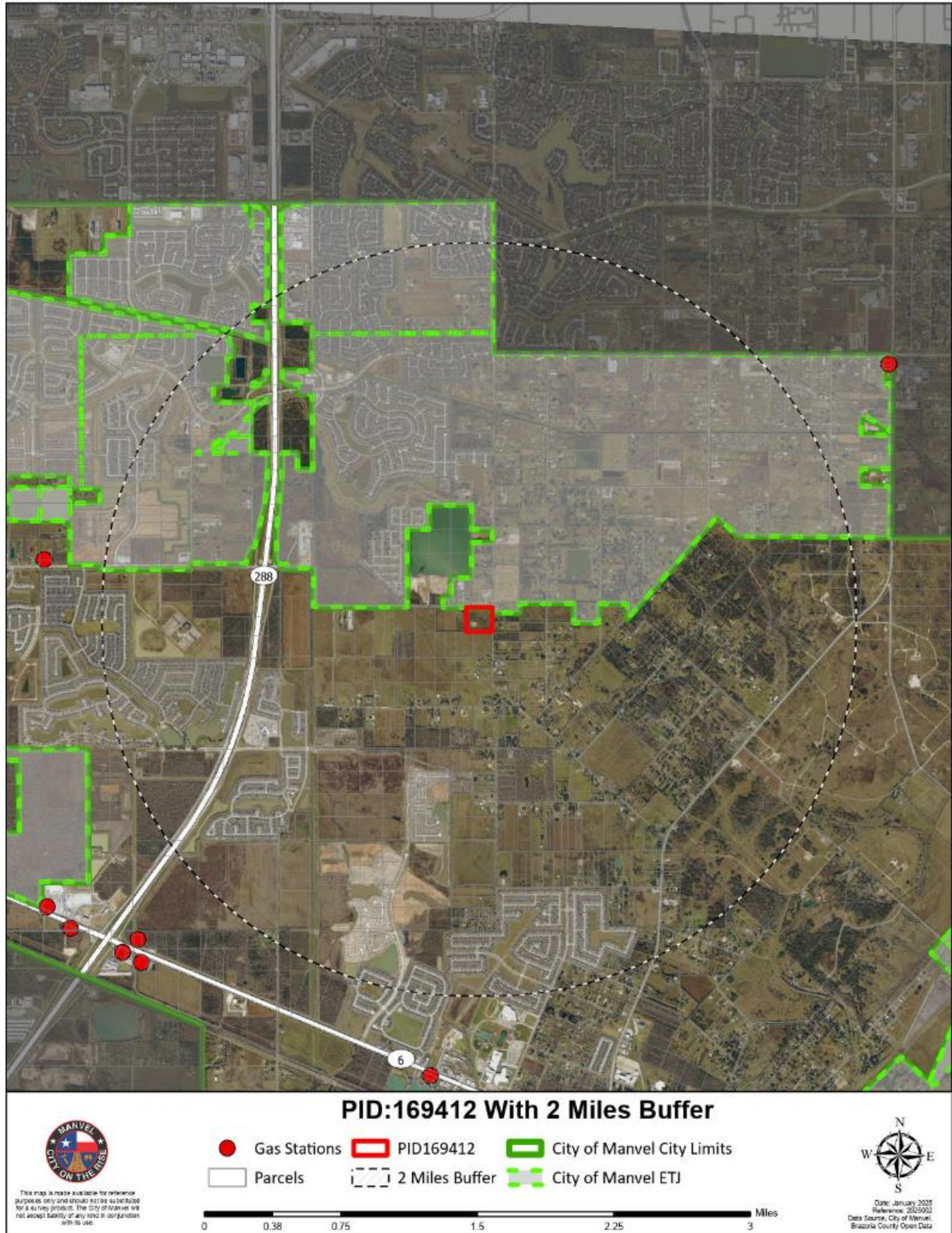


MAJOR THOROUGHFARE PLAN MAP





GAS STATION 2 MILES BUFFER MAP





APPLICATION



DEVELOPMENT SERVICES DEPARTMENT

20025 HIGHWAY 6
MANVEL, TX 77578
P: 281-489-0630
F: 281-489-0634

REZONING APPLICATION

PROJECT INFORMATION

Project Name: Del Bello & Croix Rd Development
Project Location/Address: Del Bello Rd #CR90, Manvel, TX 77578, Brazoria County
Legal Description: A0320 ERASTUS LITTLE TRACT 4
1 (DIV O) ACRES 12.6 (MANVEL)
Current Zoning: ~~farm~~ Open Single-Family Residential District Proposed Zoning: light commercial
Parcel/Tax ID# (s): 169412 Total Acreage: 12.6 Proposed Land Use: mixed use commercial

APPLICANT INFORMATION

Applicant Name: Desiree Waraksa
Company Name: Sway Real Estate LLC
Address: One Riverway Suite 1700 City: Houston State: TX Zip: 77062
Phone #: 281-910-2661 Email: desiree@movewithsway.com

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT, and I, the undersigned, am authorized to make this application on behalf of the owner(s). I understand that this application will expire one year from the date submitted.

Desiree Waraksa 12/06/2024
Applicant Signature (REQUIRED) Date

PROPERTY OWNER INFORMATION

Owner(s) Name: Natural Walkways LLC
Address: 13117 Centerbrook Ln City: Pearland State: TX Zip: 77584
Phone #: 832-677-4400 Email: qqq@usa.com

PROPERTY OWNER'S AUTHORIZATION (Required – If owner is also the applicant, must sign as both):

I am the owner of the property for which this application is being made. I authorize the above person (Applicant) to submit this application and to correspond with the City of Manvel regarding this application on my behalf.

Adam 12/02/2024
Owner's Signature (REQUIRED) Date



APPLICATION



DEVELOPMENT SERVICES DEPARTMENT

20025 HIGHWAY 6
MANVEL, TX 77578
P: 281-489-0630
F: 281-489-0634

SUBMITTAL CHECKLIST

So that we may efficiently review your project in a timely manner, it is important that all required documents and fees listed on the "Submittal Checklist" below are submitted with your application. One or more of the required documents may be waived due to the nature of the development; however, it is incumbent upon the applicant to inquire about these exceptions for your project **before** submitting an application. Answers to rezoning applications can be obtained by attending a pre-development meeting with our Development Review Committee (DRC) prior to submitting a formal application. Please call the phone number on the application to schedule an appointment. Submit application and accompanying documents to the Permits and Inspections at the address above Monday through Thursday between the hours of 7:30 a.m. and 5:30 p.m. and Friday between the hours of 7:30 a.m. and 11:30 a.m.

REZONING SUBMITTAL CHECKLIST ITEMS	REQUIRED (PLEASE CHECK)
Completed Rezoning Application (with all signatures)	☒
One (1) Legal Description of Property (metes & bounds description if not platted)	☒
One (1) Copy of Recorded Plat (if platted)	☒
One (1) Applicant Letter of Request	☒
Traffic Impact Analysis, if applicable	☒
Paid Application Fee	☒

APPLICANT CERTIFICATION

By signing below, I acknowledge that I have reviewed the Submittal Checklist and have included the required submittal items and reviewed them for completeness and accuracy. I also acknowledge that my application will be rejected if it is deemed incomplete.

Desiree Wanaksa
Applicant Signature

12/06/2024
Date



LETTER OF AUTHORIZATION



DEVELOPMENT SERVICES DEPARTMENT

20025 HIGHWAY 6
MANVEL, TX 77578
P: 281-489-0630
F: 281-489-0634

LETTER OF AUTHORIZATION

Have property owner complete and sign, if applicant differs from property owner.

Natural Walkways LLC

Owner Name

13117 Centerbrook Ln

Owner Address

Pearland, TX 77584

Owner City, State Zip

12/02/2024

Date

Development Services
20025 Highway 6
Manvel, TX 77578

Dear City of Manvel Development Services,

I, **Adam Omran**, certify that I am the owner of the project property located at **Del Bello Rd #CR90, Manvel, TX 77578, Brazoria County** and that the forgoing statements and answers made and all data, information, and evidence herewith submitted are in all respects to the best of my knowledge and belief, true, and correct. I appoint **Desiree Waraksa** with the company **Sway Real Estate LLC** (if applicable) to act as my representative for this project. I agree to be responsible for payment of bills due to the City of Manvel related to this application. Furthermore, I understand that any material misrepresentation of this application, failure to comply with ordinances, and /or failure to remit payment for services can lead to delays in this project – up to and including rejecting the project and forfeiting any fees paid.

Please contact me directly at **qqq@usa.com** if you have any questions.

Sincerely,

Owner Name **Natural Walkways LLC**

Owner Signature **Adam**



REQUEST LETTER

PRIME SPOT

To the City of Manvel,

We are excited to propose the rezoning of a 12-acre property at the southwest corner of Del Bello Road and Croix Road from Open Single Commercial to Light Commercial. With this intersection identified as a key part of the city's future major thoroughfare plan, our vision is to create a high-quality commercial development that brings meaningful value to the area.

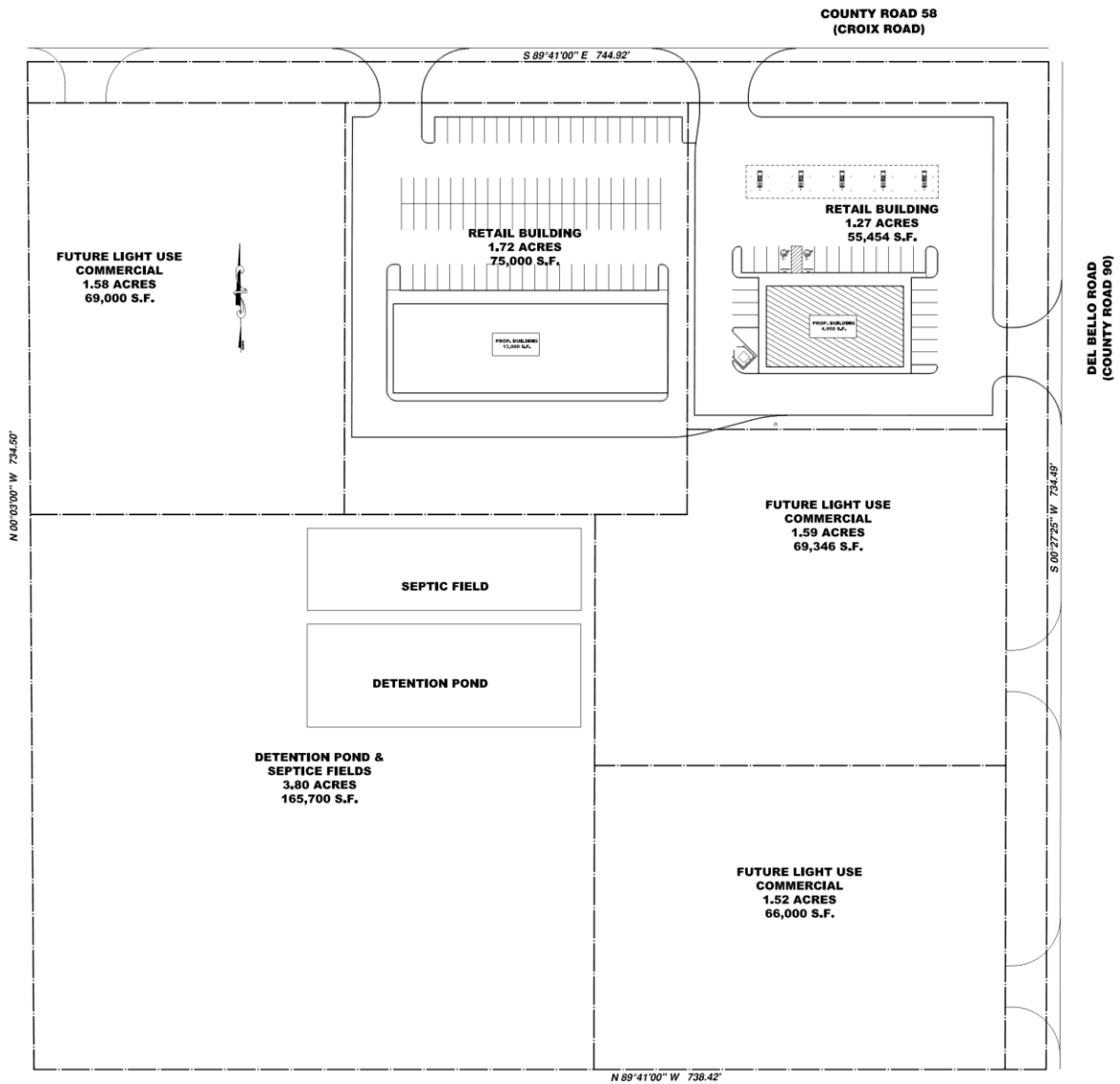
Our plan includes thoughtfully designed spaces for retail, office condos, and essential services, such as a gas station, to meet the needs of this growing residential community. We aim to provide a convenient, attractive destination where people can eat, shop, and grab their essential needs.

We look forward to partnering with the city to align this project with community goals, incorporating preferred commercial uses that support sustainable growth and long-term success for the neighborhood.

Owner Direct Contact
Information:
13117 Centerbrook Ln.
Pearland, TX 77584
832-677-4400
qqq@usa.com



Concept Site Plan





Public Hearing Notice

PUBLIC HEARING NOTICE PUBLISHED ON SUNDAY 01/27/2025

A PUBLIC HEARING WILL BE HELD AT MANVEL CITY HALL, 20031 HWY 6, MANVEL, TX 77578 AT 6:00 P.M. ON MONDAY, FEBRUARY 10, 2025, BEFORE THE MANVEL PLANNING, DEVELOPMENT AND ZONING COMMISSION AND AT 6:00 P.M. ON TUESDAY, FEBRUARY 18, 2025, BEFORE THE MANVEL CITY COUNCIL TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY, BY CHANGING THE ZONING CLASSIFICATION OF A CERTAIN TRACT OF LAND BEING 12.6 ACRES GENERALLY LOCATED AT THE SOUTHWEST CORNER OF THE INTERSECTION OF CROIX RD AND DEL BELLO RD, MANVEL, TEXAS FROM OPEN SINGLE-FAMILY RESIDENTIAL (OSFR) DISTRICT TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 447110 "GASOLINE STATIONS WITH CONVENIENCE STORES"; 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.

/S/ TAMMY BELL, CITY SECRETARY.



SITE PICTURES



View of Subject site from Croix Road



View of Subject site from Del Bello Road



View of Residential Duplex property across from Croix Road to the North.



View of Subject site from Northeast corner of Del Bello Road and Croix Road



View of Residential property across from Del Bello Road to the East.



View of Residential property to the west of subject property from Croix Road

ORDINANCE NO. 2025-O-04

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE 12.5056 ACRES LOCATED AT SOUTHWEST CORNER OF THE INTERSECTION OF CROIX RD AND DEL BELLO RD, MANVEL, TEXAS, FROM OPEN-SINGLE FAMILY RESIDENTIAL DISTRICT (O-SFR) TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE 447110 “GASOLINE STATIONS WITH CONVENIENCE STORES”; 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.

* * * * *

WHEREAS, Desiree Waraksa, is the applicant (the “Applicant”) is requesting 12.5056- acre tract of land be rezoned, owned by Natural Walkways LLC (the “Owner”) located at the southwest corner of the intersection of Croix Road and Del bello Road, being 12.5056 acres, (544,745 square feet), being out of and a part of lot 41, Allison-Richey Gulf Coast Home Company Subdivision, Division “O”, a Subdivision in Brazoria County, Texas, according to the map or plat thereof recorded in volume 2, page 91, of the plat records of Brazoria County, Texas, said 12.5056 acre tract of land being that certain called 12.465 acre tract of land as conveyed to Natural Walkways, LLC by instrument recorded in document No. 2021031101 of the official public records of Brazoria County, Texas, and being more particularly described by metes and bounds as follows: (bearing basis: document No. 2021031101 of the official public records of Brazoria County, Texas) , a map and description of which is attached hereto as Exhibit “A”; and

WHEREAS, the 11.665-acre tract is currently zoned Open-Single Family Residential District (O-SFR) District; and

WHEREAS, the owner has filed an application to change the zoning classification of the 12.5056-acre tract to Light Commercial District with a Specific Use Permit (LC-SUP) allowing the proposed use of the property for NAICS use 447110 “Gasoline Stations with Convenience Stores”; and

WHEREAS, the Planning, Development, and Zoning Commission and the City Council have conducted, in the time and manner required by law and the Zoning Ordinance of the City, a public hearing on such request; and

WHEREAS, the Planning, Development, and Zoning Commission has recommended in its report the approval of such request, and the City Council deems it appropriate to approve said amendment to the zoning and specific use permit; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The zoning classification of a certain 12.5056-acre tract of land (544,745 square feet vacant parcel of Property ID: 169412) generally located on the southwest corner of the intersection of Croix Road and Del bello Road, a map of which is attached hereto as Exhibit “A” attached hereto, shall be changed from Open-Single-Family Residential District (OSFR) to Light Commercial District with a

Specific Use Permit (LC-SUP), for uses as permitted within such zone classification, subject to the regulations, regulations, and conditions hereinafter set forth:

1. Gasoline Stations with Convenience Stores (NAICS 447110)

Section 3. The request meets the criteria set forth in Section 77-50 of the City of Manvel Zoning Ordinance for a Specific Use Permit. The City of Manvel Zoning Ordinance is hereby further amended by granting a Specific Use Permit authorizing use of the Property for the additional NAICS use listed in Section 2, above.

Section 4. The City Council hereby finds it appropriate to impose the conditions to the granting of the Specific Use Permit as shown in Exhibit “B”, attached hereto and incorporated herein as if set out in full. This proposed use of a “Gasoline Station with Convenience Store” and site may not be changed or expanded except by amendment of this Specific Use Permit.

Section 5. The Specific Use Permit issued under this ordinance, or a specific use listed herein, shall expire one year after its date of issuance if construction or if the listed use authorized hereunder is not substantially under way or in use prior to the expiration of said one year period. If, prior to the expiration of such one-year period, the owner of the property to which the Specific Use Permit applies in writing, for an extension, the City Council may, after recommendation from the Planning, Development, and Zoning Commission, grant such extension for one additional year. Expiration of the Specific Use Permit will have no effect on the zoning reclassification from Open-Single-Family Residential District (O-SFR) to Light Commercial District granted by this Ordinance.

Section 6. The Zoning District Map of the City of Manvel shall be revised and amended to show the designation of said tract, as described and as provided in Section 2, above, with the appropriate reference thereon to the number and effective date of this Ordinance and a brief description of the nature of the change.

Section 7. The City Council hereby finds and determines that said rezoning comports to the City's Comprehensive Land Use Plan. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City of Manvel, save and except the change in zoning classification of said tract(s) as described above.

Section 8. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Manvel, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 9. Any person who shall intentionally, knowingly, recklessly or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and upon conviction, shall be fined in an amount not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

Section 10. Revocation. This Specific Use Permit may be revoked or modified by the City Council, in whole or in part, after notice and hearing, for either of the following reasons:

(1) The Specific Use Permit was obtained or extended by misrepresentation, fraud or deception: or

(2) That one of more of the conditions imposed by the permit has not been met or has been violated.

PASSED AND APPROVED on first reading this _____ day of _____, 2025.

PASSED, APPROVED, AND ADOPTED on second and final reading this _____ day of _____, 2025.

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Robert Gervais, City Attorney

Exhibit A

Certain 12.506-acre tract being out of and a part of lot 41, Allison-Richey Gulf Coast Home Company Subdivision, Division "O", a Subdivision in Brazoria County, Texas, according to the map or plat thereof recorded in volume 2, page 91, of the plat records of Brazoria County, Texas

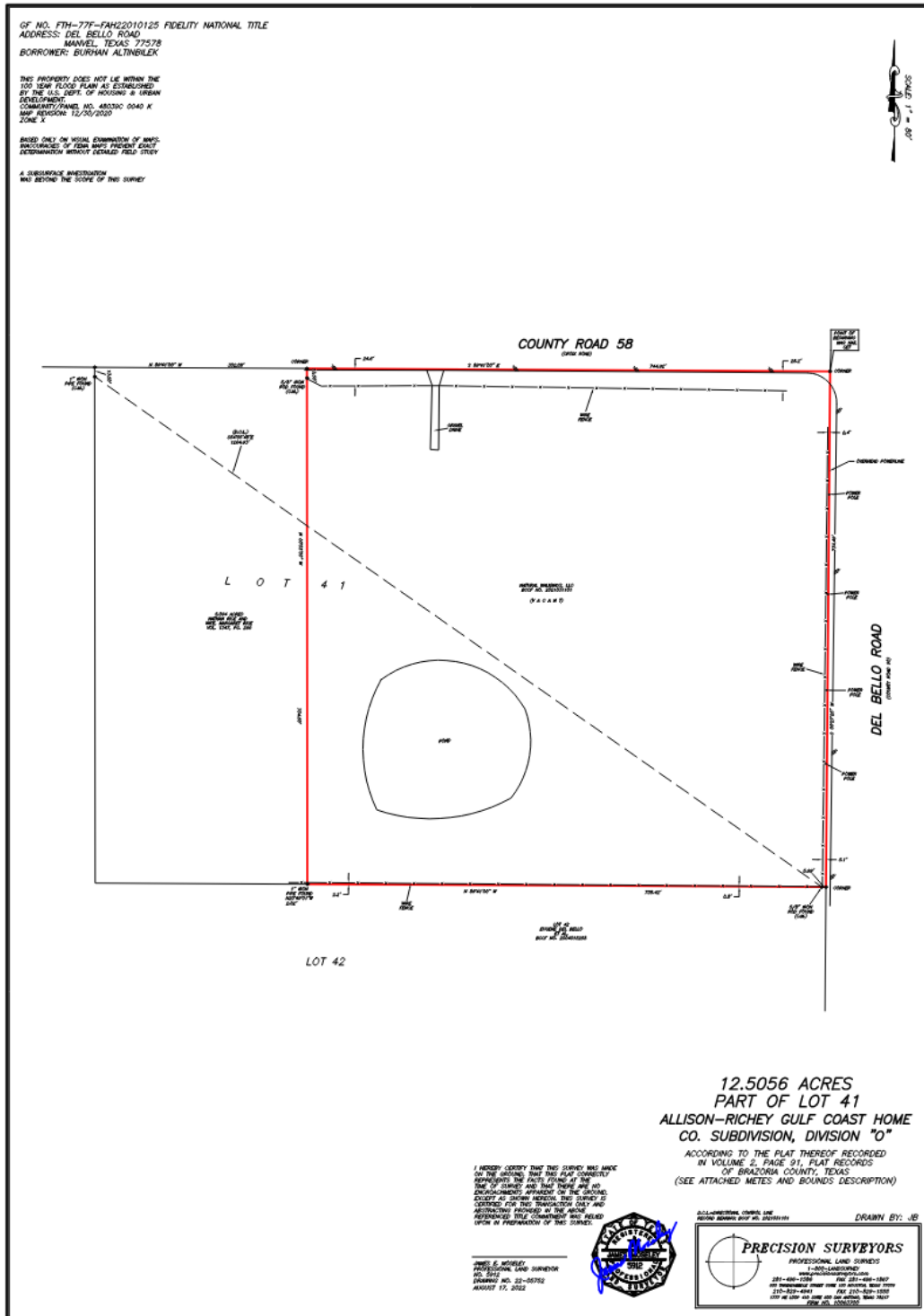


Exhibit B

(List of conditions – to be updated based on PD&Z Commission Recommendation)

ORDINANCE NO. 2025-O-08

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, PROVIDING FOR THE DISANNEXATION OF PART OF WOLFE AIRPARK, ACCORDING TO THE PLAT RECORDED IN VOLUME 16, PAGE 153, PLAT RECORDS, BRAZORIA COUNTY, TEXAS, BEING A PART OF THE CERTAIN ANNEXATION , ORDINANCE NO. 73-1 AS RECORDED IN VOLUME 1279, PAGE 838, DEED RECORDS, BRAZORIA COUNTY, TEXAS; DISANNEXING AND DISCONTINUING SAID PROPERTY FROM THE CORPORATE BOUNDARIES OF THE CITY; CONTAINING CERTAIN FINDINGS; AND PROVIDING OTHER MATTERS RELATED TO THE SUBJECT.

* * * * *

WHEREAS, the City of Manvel has received a petition from the WOLFE AIRPARK CIVIC CLUB, (successor in interest to Wolfe Airpark Corporation) and the property owners of the below described property, petitioning the city for disannexation of the owner’s property from the city limits (Exhibit A); and,

WHEREAS, the Property petitioned for disannexation is part of Wolfe Airpark, according to the Plat recorded in Volume 16, Page 153, Plat Records, Brazoria County, Texas, being a part of the certain annexation, Ordinance No. 73-1 as recorded in Volume 1279, Page 838, Deed Records, Brazoria County, Texas, being more particularly described by metes and bounds in the survey in Exhibit A (the “Property”); and

WHEREAS, on the 18th day of February, 2025, a public hearing was held before the City Council of the City of Manvel, Texas, regarding the proposed disannexation. All persons wishing to be heard were given an opportunity to do so; and

WHEREAS, such the Property is sparsely populated and is not currently served with city utilities; and

WHEREAS, the property owners and applicants stipulate that the amount of money spent by the city for the direct benefit of the area whilst in the city limits equals or exceeds the amount of money collected by the city in property taxes and fees; and

WHEREAS, the City Council of the City of Manvel, Texas, also makes the determination that the amount of money spent by the city for the direct benefit of the area whilst in the city limits equals or exceeds the amount of money collected by the city in property taxes and fees; and

WHEREAS, the City Council of the City of Manvel, Texas, hereby finds and determines that the disannexation or discontinuance of the Property from the City is necessary and appropriate, and is in the best interest of the City of Manvel; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS:

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council acknowledges receipt of the petition from the WOLFE AIRPARK CIVIC CLUB, (successor in interest to Wolfe Airpark Corporation) and the property owners of the below described property, petitioning the city for disannexation of the owner's property from the city limits (Exhibit A); and

Section 3. The City Council hereby acknowledges the written stipulations/waivers of the WOLFE AIRPARK CIVIC CLUB and the property owners that the money spent by the city for the direct benefit of the area whilst in the city limits equals or exceeds the amount of money collected by the city in property taxes and fees from the affected landowners. Additionally, the City Council also, on its own, finds and hereby determines that the amount of money spent by the city for the direct benefit of the area whilst in the city limits equals or exceeds the amount of money collected by the city in property taxes and fees from the affected landowners.

Section 4. The City Council hereby finds and determines that the disannexation or discontinuance of the Property from the City is necessary and appropriate and in the best interest of the City of Manvel, and the Property described above, and more particularly described on the metes and bounds in the survey attached hereto as Exhibit B, is hereby disannexed and discontinued from the corporate limits of the City of Manvel, Texas.

Section 5. This disannexation is conditioned on there first being filed with the City all written stipulations/waivers referenced in Section 3, and for any and all property owners for whom no written stipulations/waivers are available, an indemnification agreement executed by WOLFE AIRPARK CIVIC CLUB agreeing to pay for the defense and judgment of any claim for back taxes and fees brought by any property owner for whom no written stipulations/waivers are available. Until and unless said written stipulations/waivers and executed indemnification agreements are filed with the City Secretary, this disannexation is not effective.

Section 6. Upon the completion of the conditions stated above, the Mayor is hereby authorized and directed to sign this ordinance and this disannexation and discontinuance of the above-described territory is effective as of the date of such signing of this ordinance.

Section 7. The City Secretary is hereby authorized and directed to forthwith cause a certified copy of this Ordinance and the Mayor's Order to be delivered to the County Clerk of Brazoria County, Texas, as required by § 41.0015, Texas Local Government Code.

PASSED AND APPROVED on first reading this ____th day of _____, 2025.

PASSED, APPROVED, AND ADOPTED on second and final reading this _____ day of _____, 2025.

Dan Davis, Mayor

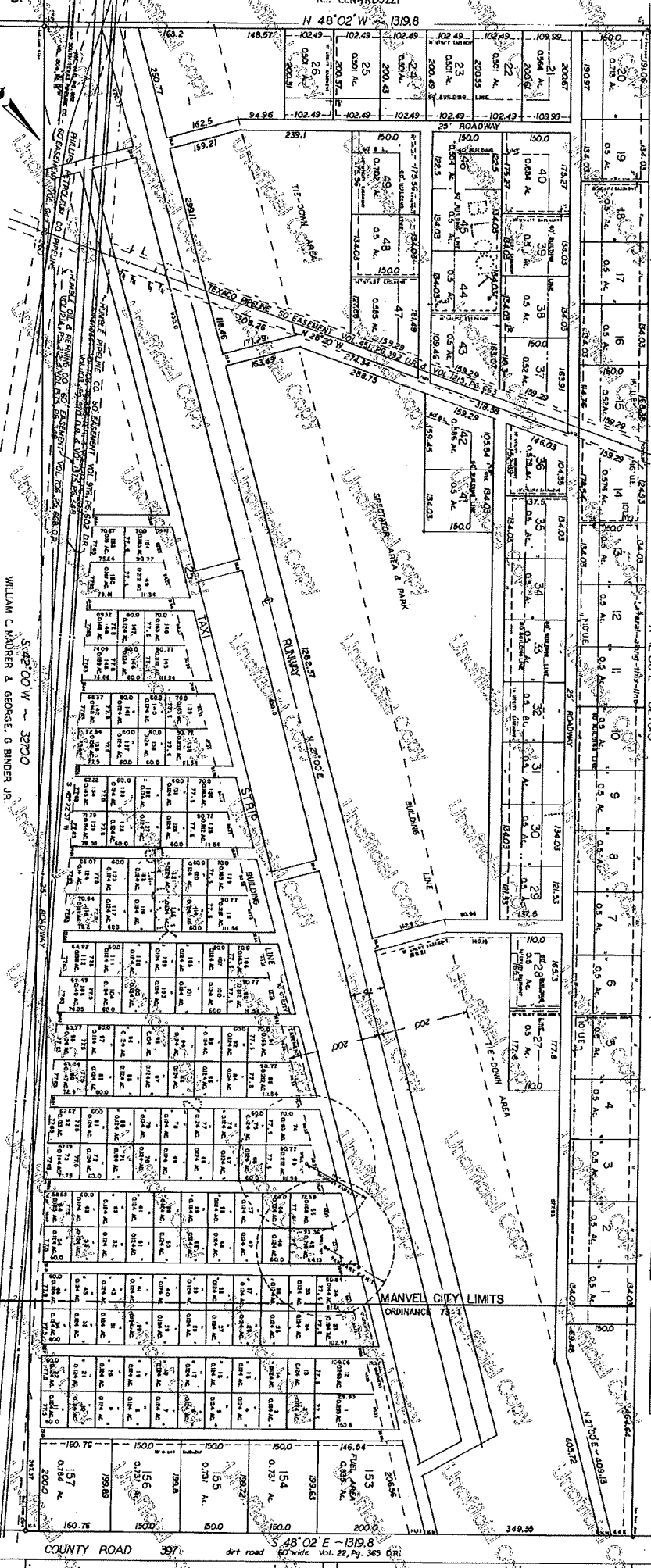
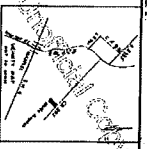
ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Robert Gervais, City Attorney

PLAT RECORDS
18
EFFECTIVE FILING DATE: 10/16/2024
BUILDING LINES ON THE EAST SIDE OF THE BUILDING LINES HAVE BEEN AMENDED TO
OUTLINE THE BUILDING LINES IN PLACE OF THE BUILDING LINES AS SHOWN ON THE
RECORD IN VOLUME 16, PAGE 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000



WOLFE AIRPARK

A SUBDIVISION OF 93.076 ACRES OF LAND, BEING
ALL OF LOT 17 OF THE SUBDIVISION OF THE THOMAS
SURVEY, ABSTRACT 366, BRAZORIA COUNTY, TEXAS



STATE OF TEXAS
COUNTY OF BRAZORIA
I, David H. Smith, County Clerk of said County, do hereby certify that the foregoing is a true and correct copy of the original record of said subdivision as the same appears in the records of said County.

FILED FOR RECORD
AT 2:00 PM
JAN 30 2025
H.R. STEVENS, JR.
COUNTY CLERK

CITY OF MANVEL, TEXAS
SUBMITTED TO THE CITY
APPROVED BY THE CITY
DATE: 1-28-25
SIGNED: David H. Smith
COUNTY CLERK

GORMLY SURVEYING INC.
REGISTERED PROFESSIONAL LAND SURVEYORS
P. O. BOX 862, ALVIN, TEXAS, 77512-0862
PHONE (281) 331-0883
FIRM# 10095700

METES AND BOUNDS

A de-annexation of part of Wolfe Airpark, according to the Plat recorded in Volume 16, Page 153, Plat Records, Brazoria County, Texas, being a part of that certain annexation, Ordinance No. 73-1 as recorded in Volume 1279, Page 838, Deed Records, Brazoria County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at the north corner of the herein described tract, being approximately 500 feet southwesterly from the north corner of said Wolfe Airpark and Lot 17 of the Subdivision of the Thomas Spraggins Survey, Abstract 366, Brazoria County, Texas, according to the Plat recorded in Volume 22, Page 364, Deed Records, Brazoria County, Texas;

THENCE in a southeasterly direction with a line of said annexation approximately 1320 feet to the southeasterly line of said Wolfe Airpark and the northwest line of Lot 16 of the Thomas Spraggins Survey for the east corner of the herein described tract;

THENCE in a southwesterly direction with the southeast line of said Wolfe Airpark and the northwest line of said Lot 16 approximately 2770 feet to the south corner of said Wolfe Airpark;

THENCE in a northwesterly direction with the southwest line of Wolfe Airpark approximately 1320 feet to the west corner of said Wolfe Airpark;

THENCE in a northeasterly direction with the northwest line of said Wolfe Airpark approximately 2770 feet to the PLACE OF BEGINNING.

METES AND BOUNDS WRITTEN FEBRUARY 2, 2025

This document was prepared under 22 Texas Administrative Code §138.95, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.

BY: _____

Chad A. Gormly

Registered Professional Land Surveyor No. 5796

Gormly Surveying, Inc.

FIRM # 10095700





MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: 2/18/2025

TOPIC: Appointment of MEDC Board Members to place #4, #5, #6, and #7

Summary:

The purpose of the MEDC is to promote economic development in the City of Manvel and to promote or develop municipal infrastructure related to the development or expansion of the business enterprise.

Directors shall exercise ordinary business judgment in managing the affairs of the Corporation. In acting in their official capacity as Directors of the Corporation, Directors shall act in good faith and take actions they reasonably believe to be in the best interests of the Corporation or which would be lawful and shall refrain from actions that are not in the best interest of the Corporation or which would be unlawful. A Director shall not be liable if, in the exercise of ordinary care, the Director acts in good faith relying on written financial and legal statements provided by an accountant or attorney retained by the Corporation.

Time Commitment: The time commitment varies somewhat based on the projects being undertaken. Normally, one meeting per month, typically the second Wednesday of the month at 6:00 p.m., in meetings of 1 to 2 hours duration. Some outside reading and study will be required.

Members: Each Director must reside within 10 miles of the Manvel City Limits.

The list of Applicants interested in being considered for appointment to the board is;

- Damon Collins, (Incumbent Place 4), Owner/Registered Investment Advisor, Collins Wealth Management
- Jason Black, (Incumbent Place 5), Owner, Cameron Recycling
- Derek Dalmolin (Incumbent Place 6), Owner, 3-D Air
- Robina Spruill (Incumbent Place 7), Dyad Teacher
- Sheila Adesina, Master Social Worker
- Yocharlakeeta Floyd, Exec Director & VP at The Philonise and Keeta Floyd Institute
- Ty Watkins, Groundwater Compliance Specialist

Below is a listing of the current MEDC Board Members and Board Terms.

Manvel Economic Development Corporation**Board Member****Term**

#1 Kris Durrett II

3/2024-3/2026

#2 Martina McNickles

3/2024-3/2026

#3 Donald Atkinson

3/2024-3/2026

#4 **Damon Collins****3/2023-3/2025**#5 **Jason Black****3/2023-3/2025**#6 **Derek Dalmolin****3/2023-3/2025**#7 **Robina Spruill****3/2023-3/2025****RECOMMENDATION****ATTACHMENTS****FUNDING ISSUES**☒ **Not applicable**☐ **Not budgeted**☐ **Full amount already budgeted**☐ **Funds to be transferred from Acct.#****SUBMITTING STAFF MEMBER**

City Secretary

**FINANCE DIRECTOR APPROVAL** _____**CITY MANAGER APPROVAL** _____

Name: Collins, Damon

Address: 5119 Blue Canoe RD, Manvel, 77578

Email: [REDACTED]

Board Name: Manvel Economic Development Corporation

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

6 years

Occupation:

Registered Investment Advisor

Employer:

Collins Wealth Management LLC

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

I currently served on the Manvel Economic Development Board. My term is over March 2025

List all board meetings you have you attended in the last 6 months? :

Manvel Economic Delevopment Board

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

I moved to the city of Manvel in 2016 from Westmont, IL. In the short time I have lived in Manvel, I have seem growth. I want to participate in Manvel, Texas building, vision, and development. I will like to continue to be involed in communirt building with the Manvel city citizens.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Houston Food Bank volunteer. Member of Alpha Phi Alpha Fraternity that does community work suc as March of Dimes projects. Go to high school go to college programs, etc

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

I have an understanding of business being I am a small business owner myself.

Disclaimer

By providing my signature below, I understand that should I not be appointed to a City of Manvel board or commission, this application and any other records obtained, collected or otherwise prepared regarding this application shall be maintained in accordance with the Texas Public Information Act and the City of Manvel's document retention schedule.

I certify that my answers above are true and complete. I understand that the information contained in this application may be considered among other criteria, qualifications and/or information, by the City Council in its evaluation for the position being sought. I further understand that should I be appointed to any City of Manvel board or commission, I serve at the pleasure of the City Council and may be removed from said position at any time and for any reason or no reason at all, with or without notice. I also understand that should I be appointed to a City of Manvel board or commission, I must be responsible for a creditable record of attendance and performance. If this application leads to my appointment to a position on a City of Manvel board or commission, I understand that false or misleading information in my application may result in my removal from my position.

I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.:

Damon Collins

Time of Submission: 01/10/25 5:46:45 PM

Attachments

- Manvel MEDC Resume (D. Collins).pdf

Damon C Collins

Registered Investment Advisor

Business Owner

Experience

April 2021 – Present

Owner / Registered Investment Advisor *Collins Wealth Management*

Deliver personalized investment solution advice to help clients work toward their short-term and long-term financial goals, such as retirement, education planning, saving plans, and preparing for the unexpected.

Educate clients and business owners on financial products, financial planning topics, and investment strategies to establish economic growth and goals.

Create holistic financial budget plans and advice on cash flow & debt management by which debts to pay off first based on the interest rate and the surplus cash flow available.

Speak with clients and business owners to determine current income, expenses, insurance coverage, tax status, financial objectives, risk tolerance, and other information needed to develop a financial plan.

April 2018 – February 2021

Financial Advisor *Edward Jones Investments*

Created diversified investment portfolios for clients based on their risk tolerance, time horizon, and financial goals.

March 2018 – March 2020

Treasurer *Alpha Phi Alpha Fraternity, Inc (Zeta Tau Lambda Chapter)*

I oversaw and managed the fraternity's financial affairs, including budgeting, cash flows, collecting, depositing, and keeping track of funds.

Presented budget and briefings on the organization's financial status to the President and Vice President.

Created financial reports for the committee members that consisted of the balance sheet, cash flow (debit and credits), and monthly budget outlook.

Summary

I am seeking an opportunity to give back and contribute to my community by sharing knowledge in economic development.

Education

2020 -2020

Graduate Certificate in Accounting
Keller Graduate School of Management

2014 -2017

MBA in Finance & Project Management
Keller Graduate School of Management

2010 – 2012

B.S Construction Management
ITT Technical Institute

2004 -2008

AAS Design Technology (Architecture)
Ivy Tech Community College

Series 7 & 66 Licenses

Accredited Asset Management Specialist

Skills

- Leadership
- Capital Budgeting & Cash Flows
- Investment Management
- Financial Reporting
- Team Player
- Problem-Solving Skills
- Project Management

Contact

Manvel, Texas 77578

<https://www.linkedin.com/in/damon-collins-mba-aams-215902a1/>

Name: Black, Jason

Address: 3912 CR 197, Alvin, 77511

Email: [REDACTED]

Board Name: Manvel Economic Development Corporation

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

No

How many years have you lived in Manvel?:

30

Occupation:

Recycling

Employer:

Cameron Recycling

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

MEDC Currently

List all board meetings you have attended in the last 6 months? :

All MEDC meetings

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

I have unfinished work to complete.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

yes, we are very involved in many organizations and activities.

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

Management skills, planning, financial management, strategy

Disclaimer

By providing my signature below, I understand that should I not be appointed to a City of Manvel board or commission, this application and any other records obtained, collected or otherwise prepared regarding this application shall be maintained in accordance with the Texas Public Information Act and the City of Manvel's document retention schedule.

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I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.:

Jason Black

Time of Submission: 02/11/25 10:44:46 AM

Name: Dalmolin, Derek

Address: 6515 Cemetery Rd, Manvel, TX, 77578

Email: [REDACTED]

Board Name: Manvel Economic Development Corporation

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

38

Occupation:

Business Owner 3-D Air Co. LTD

Employer:

3-D Air Co. LTD

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

Zoning Board of Adjustments

List all board meetings you have attended in the last 6 months? :

MEDC Meetings and Zoning board Meetings.

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

I appreciate the opportunity to steer Manvel Economically in the direction thats best for all of its citizens. I enjoy being a member of the board with like minded individuals with different ideas on how to best serve Manvel.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Yes. Chamber and Church related. My wife is on the AISD volunteer board and we help with different events throughout Manvel and Alvin.

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

I bring the economic view from a small business owner operating within the City limits of Manvel. If we are devopling Manvel, Small business has a big role to fill and I can offer my opinion on different topics.

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I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.: _____

Derek Dalmolin

Time of Submission: 02/12/25 2:18:22 PM

Name: Spruill, Robina

Address: 27 Rodeo bend Drive, Manvel, TX, 77578

Email: [REDACTED]

Board Name: Manvel Economic Development Corporation

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

9

Occupation:

Dyad teacher

Employer:

HISD

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

MEDC

List all board meetings you have you attended in the last 6 months? :

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

Yes

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Yes

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

Yes 6 years on the EDC board served as President and VP

Disclaimer

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I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.:

Manvel

Time of Submission: 02/13/25 4:01:55 PM

Name: Adesina, Sheila

Address: 2335 Piney Creek Drive, Marvel, 77578

Email: [REDACTED]

Board Name: Marvel Economic Development Corporation

Primary Phone Number:

[REDACTED]

Are you a Marvel Resident?:

Yes

How many years have you lived in Marvel?:

10

Occupation:

Master Social Worker

Employer:

Family Owned Medical Practice

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

No

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

2005 - Waller County Community Development Commission

2006 - City Community Development Board - Prairie View

2007- Community Development Board - Chair Waller County Texas

List all board meetings you have you attended in the last 6 months? :

10/7/2024 - City Council

10/9/2024 - Manvel Economic Development Corp

1/6/2025 - City Council

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

Mrs. Sheila Adesina M.S.W.
2335 Piney Creek Drive
Manvel, Texas 77578
1/22/2025

Honorable Manvel City Mayor and City Council Members
City of Manvel
20025 Morris Ave,
Manvel, Texas 77578

"Economic development is the engine that fuels prosperity and transforms communities into thriving hubs of opportunity." — Unknown

Dear Mayor and City Council Members,

I am writing to formally express my interest in serving as a member of the Manvel Economic Development Corporation (MEDC) Board. As a dedicated resident of Manvel, an advocate for small business development, and a strong proponent of economic growth, I am eager to contribute my experience, education, and passion to further the city's vision for sustainable economic progress.

With a bachelor's and master's degree in social work, I have spent my career dedicated to service, community engagement, and organizational growth. As a charter member of Jack and Jill of America, Inc., I have worked to foster leadership among youth while promoting service within our community. Additionally, my advocacy for small business development, particularly through partnerships with the Small Business Development Center, has allowed me to work closely with entrepreneurs, helping them overcome challenges and thrive in an evolving marketplace.

Economic development is a cornerstone of a flourishing city, and Manvel's rapid growth presents both opportunities and responsibilities. My husband, Dr. George Adesina, a highly respected physician and cardiologist, and I are deeply invested in Manvel's prosperity, not just as professionals but as proud residents raising our two children here. We firmly believe that a well-supported business environment, enhanced infrastructure, and economic incentives will strengthen the community as a whole.

The Manvel Economic Development Corporation plays a vital role in fostering a thriving local economy. I am inspired by its mission to promote economic development, expand business enterprises, and improve municipal infrastructure. I seek to align my efforts with this mission, working collaboratively with the board, city leadership, and local business owners to create policies and initiatives that attract sustainable businesses, enhance job creation, and ensure smart economic planning.

I bring a unique perspective to the board, combining my expertise in social work with my passion for community and economic development. My skills in strategic planning, advocacy, and outreach can help bridge the gap between businesses and the resources they need to succeed. Additionally, my experience in mentoring and leadership development equips me to contribute to initiatives that encourage entrepreneurship and workforce training, ensuring that Manvel remains a city of opportunity for all.

Manvel is on the rise, and its economic trajectory must be carefully guided to ensure that growth benefits both businesses and residents. According to recent studies, small businesses account for approximately 44% of U.S. economic activity, emphasizing their role in a prosperous economy. Investing in small business success is investing in the community itself—creating local jobs, generating revenue, and enhancing the overall quality of life. By supporting business-friendly initiatives, expanding infrastructure, and fostering entrepreneurship, we can position Manvel as a premier destination for both businesses and families.

Entrepreneurship is at the heart of economic success, driving innovation and creating wealth within communities. "Where there is no guidance, a people falls, but in an abundance of counselors there is safety." — Proverbs 11:14 As a board member, I would advocate for programs that provide mentorship, funding opportunities, and strategic partnerships to ensure that small business owners have the tools they need to succeed. By fostering a culture of entrepreneurship, we not only support economic growth but also create a city where residents have opportunities to thrive and build lasting legacies.

I firmly believe that effective leadership comes from collaboration, wisdom, and a shared commitment to the betterment of our city. If given the opportunity to serve, I will work diligently with my fellow board members and city officials to advance economic policies that align with the mayor's vision for Manvel while ensuring a prosperous future for all.

Thank you for your time and consideration. I look forward to the possibility of contributing to Manvel's continued success and would welcome the opportunity to discuss my qualifications further.

Sincerely,

Sheila Adesina

Are you related to any City Employee or Council Member?:

No

If so, Who? :

n/a

Are you involved in any community activities? (Civic or Hobbies):

-Founder / Charter member Jack & Jill Pearland Chapter

- Coordinator Non Profit Youth STEM Program and Fundraising

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

Mr Mayor,

The level of expertise I would bring to the Manvel Economic Development Corporation (MEDC) Board is rooted in my extensive background in social work, community advocacy, and economic development. Holding both a bachelor's and master's degree in social work, I have developed critical skills in strategic planning, policy analysis, and community engagement, all of which are vital to fostering economic growth and sustainability in Manvel.

As a charter member of Jack and Jill of America, Inc., I have dedicated my time to fostering leadership and service within the community, demonstrating my commitment to youth development and civic engagement. Furthermore, my work with the Small Business Development Center has provided me with firsthand experience in assisting entrepreneurs in navigating the challenges of business ownership, from securing funding to implementing growth strategies.

Manvel stands at a pivotal moment in its economic trajectory. As suburban Houston continues to experience rapid population growth, Manvel is uniquely positioned to capitalize on this boom. According to recent economic data, the Greater Houston metropolitan area has seen an annual growth rate of approximately 1.7%, with suburban regions experiencing even higher percentages due to an influx of families and professionals seeking affordable housing and quality infrastructure. Manvel, with its strategic location and available land for development, can harness this growth by fostering a business-friendly environment, expanding municipal infrastructure, and implementing initiatives to attract new industries.

The small business sector plays a crucial role in economic vitality, contributing to nearly 44% of U.S. economic activity. Encouraging entrepreneurship through mentorship programs, funding opportunities, and policy support can drive job creation and ensure long-term economic sustainability. My experience in advocating for small business success, coupled with my knowledge of workforce development, positions me as a valuable asset to the MEDC Board.

Additionally, my husband, Dr. George Adesina, a well-respected physician and cardiologist in the Manvel and Houston healthcare community, and I have long been committed to the city's well-being. Together, we have engaged in initiatives aimed at improving healthcare access and supporting local businesses, further demonstrating our dedication to Manvel's prosperity.

By joining the MEDC Board, I aim to work collaboratively with city leadership to develop policies that attract sustainable businesses, enhance infrastructure, and support entrepreneurs. Manvel's potential is vast, and with thoughtful planning and proactive economic strategies, we can shape a city that thrives for generations to come.

- S. Adesina

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I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.:

Sheila Adesina

Time of Submission: 01/26/25 10:13:42 AM

Attachments

- Sheila Drivers License 2025-01-24 4.05.32 PM.png.pdf

Name: Floyd, Yocharlakeeta

Address: 9602 Wilder Road, Manvel, Texas, 77578

Email: [REDACTED]

Board Name: Manvel Economic Development Corporation

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

5 Years

Occupation:

Executive Director and Vice President

Employer:

The Philonise and Keeta Floyd Institute

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

No

Have you ever served on a City Board?:

No

List all board meetings you have you attended in the last 6 months? :

The Philonise and Keeta Floyd Institute for Social Change (PAKFISC)

Actively participated in weekly executive huddles with the Board of Directors, which typically occur on Tuesdays at 7 PM CST.

Contributed to discussions on strategic initiatives, organizational priorities, and program development.

Reviewed board meeting minutes to stay informed on ongoing and emerging issues related to youth development, criminal justice reform, and community outreach.

Manvel Volunteer Board and Commission Meetings

Attended several Manvel Board and Commission meetings to engage in discussions about city planning, governance, and economic development opportunities.

Regularly reviewed meeting minutes to remain up-to-date on decisions, challenges, and progress made by various city boards.

Urban Strategies Advisory Engagement

Participated in planning and strategy sessions for Genesis 1:26, focusing on building a robust business plan for supporting young adults transitioning out of foster care.

Reviewed meeting minutes and operational notes to ensure alignment with the organization's goals and community needs.

Community Engagement Boards

Monitored and engaged with minutes and updates from boards related to: Cypress Elite College Tours Sponsorships

PAKFISC Gala Planning Committee

Other event-specific committees supporting resource fairs and youth programs.

Additional Engagement:

Minute Reviews for Various Boards

I have consistently reviewed meeting minutes to stay current on: Key decisions and initiatives.

Issues or concerns affecting board governance and community engagement.

Opportunities for alignment between board activities and broader civic efforts.

This level of active participation and thorough review of meeting documentation reflects my dedication to staying informed and effectively contributing to the boards and committees I serve.

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

I am writing to express my sincere interest in serving on the Board of the Manvel Economic Development Corporation (MEDC). As a committed community advocate and strategic leader, I am passionate about fostering economic growth, creating opportunities, and driving sustainable development for the City of Manvel and its residents. My diverse professional background, coupled with a dedication to impactful service, positions me to contribute meaningfully to the MEDC's mission and goals.

Personal and Professional Alignment with MEDC's Objectives

The MEDC's focus on promoting and supporting local economic development initiatives resonates deeply with my own values and expertise. Having worked extensively in program development, policy planning, and organizational leadership, I bring a wealth of experience in identifying innovative strategies to stimulate economic activity while addressing community needs. My prior work has consistently centered on empowering underserved populations and ensuring that resources and opportunities are accessible to all, aligning with the MEDC's vision of inclusive and sustainable growth.

Skills and Expertise Beneficial to the Board

As the Founder and Vice President of The Philonise and Keeta Floyd Institute for Social Change, I have developed and led initiatives that have required:

Strategic Planning: Implementing comprehensive programs with measurable outcomes for long-term community impact.

Economic Empowerment: Facilitating workforce development and educational initiatives to improve economic mobility.

Collaborative Partnerships: Engaging stakeholders across private, public, and nonprofit sectors to advance shared goals.

Fiscal Responsibility: Overseeing budgets, managing resources, and securing funding through grants and sponsorships.

These experiences equip me to contribute to the MEDC by providing strategic insight, fostering innovative economic solutions, and ensuring effective resource utilization.

Vision for Manvel's Growth

Manvel is a city of immense potential, and its unique position as a growing community near Houston offers exciting opportunities for economic expansion and diversification. I am particularly interested in:

Attracting and retaining businesses that create high-quality jobs.

Encouraging small business development and entrepreneurship through targeted support and resources.

Promoting smart, sustainable growth that preserves the city's cultural and natural heritage while embracing innovation.

Enhancing workforce development programs to align with the needs of current and future industries in the region.

I am eager to work collaboratively with other board members to achieve these goals and ensure that Manvel continues to thrive as a place where families, businesses, and industries flourish.

Commitment to Community and Leadership

My commitment to serving the community is evident in my professional and volunteer roles, where I have consistently prioritized uplifting others and addressing systemic challenges. I approach leadership with a collaborative and inclusive mindset, valuing diverse perspectives and fostering open communication to drive meaningful progress.

Joining the MEDC Board represents an opportunity to channel my skills, experiences, and passion into a cause that will shape the future of our community. I am confident that my expertise and dedication will make a positive impact on the MEDC's work and the lives of Manvel's residents.

Thank you for considering my application. I look forward to the possibility of contributing to the vital work of the MEDC and supporting the economic prosperity of our city.

Sincerely,
Yocharlakeeta Brown-Floyd

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Civic Engagement and Community Service:

Founder and Vice President, The Philonise and Keeta Floyd Institute for Social Change (PAKFISC)

Leading initiatives in youth development, criminal justice reform, and community empowerment.

Organizing events like resource fairs, college tours, and basketball tournaments for underserved youth.

Developing educational and leadership programs under the Youth Catalyst of Champions Academy.

Annual George Floyd Lecture at the University of Houston

Collaborating with the history department to honor George Floyd's legacy through discussions on social justice and public policy.

Manvel Volunteer Board & Commission Engagement

Active participant in city governance and planning initiatives to support the growth and development of Manvel.

Community Resource Fair Organizer

Planning and executing resource fairs connecting local residents with essential services and opportunities.

Nonprofit Consultant

Assisting organizations like Urban League, Urban Strategies and many more in building impactful programs for young adults transitioning out of foster care.

Future Tastemakers: The Hou Neaux Experience

Providing culinary education and mentorship to youth, fostering financial literacy and entrepreneurship.

Cypress Elite College Tours Sponsorship

Supporting local youth by facilitating access to higher education opportunities through organized college tours.

Policy Advocacy and Public Speaking

Advocating for criminal justice reform, police violence eradication, and public safety reimagining at local and national forums.

Hobbies and Personal Interests:

Culinary Enthusiast

Owner of the Hou Neaux food trailer, offering creative cuisine and teaching culinary skills to the community.

Mentorship and Education

Developing programs to teach financial literacy and business basics to students and young professionals.

Event Planning and Coordination

Organizing impactful events, including galas, fundraising activities, and community celebrations.

STEAM Advocacy

Building out a STEAM program under PAKFISC to inspire youth through science, technology, engineering, arts, and math.

Writing and Curriculum Development

Creating detailed program guides, business plans, and policy drafts for various civic and nonprofit initiatives.

Baseball Tournament Organizer

Coordinating youth sports events to encourage physical activity, teamwork, and community building.

Public Policy Research and Development

Engaging in debates, research, and discussions on pressing societal issues to foster impactful policy changes.

Other Volunteer Work:

Philanthropic Support

Partnering with organizations to sponsor events and initiatives that enhance community welfare.

Youth Mentorship and Coaching

Providing guidance and support to young leaders through formal and informal mentorship programs.

This diverse involvement highlights my commitment to community development, my passion for impactful leadership, and my dedication to improving the lives of those around me.

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

Areas of Expertise I Can Bring to the Board of the Marvel Economic Development Corporation (MEDC)

Strategic Planning and Organizational Development

Extensive experience in designing and implementing strategic initiatives that align with organizational goals, ensuring measurable outcomes and sustainable growth.

Expertise in long-term planning to drive economic and community development.

Economic Empowerment and Community Engagement

Proven track record in creating programs that support workforce development, small business growth, and entrepreneurship.

Strong focus on fostering inclusivity and ensuring equitable access to resources for all community members.

Policy Development and Advocacy

Deep understanding of public policy, particularly in areas of economic development, social justice, and community empowerment.

Skilled in working with policymakers, stakeholders, and organizations to influence and implement impactful policies.

Grant Writing and Fundraising

Extensive experience in securing grants and sponsorships, having raised significant funds for nonprofit organizations and initiatives.

Ability to identify and leverage funding opportunities to support local economic projects and initiatives.

Partnership Building and Stakeholder Collaboration

Skilled in cultivating partnerships across private, public, and nonprofit sectors to advance shared goals.

Demonstrated ability to bring diverse groups together to achieve common objectives.

Financial Management and Resource Allocation

Competent in budget oversight, fiscal responsibility, and efficient resource allocation to maximize impact.

Expertise in evaluating financial feasibility and ensuring the sustainability of development projects.

Program Development and Implementation

Proficient in designing and executing programs that address workforce needs, educational gaps, and community challenges.

Focused on implementing innovative and practical solutions tailored to local economic conditions.

Leadership and Governance

Experienced in nonprofit and organizational leadership roles, including serving on boards and guiding teams toward achieving their missions.

Strong understanding of governance practices, ensuring accountability, transparency, and ethical decision-making.

Marketing and Community Outreach

Expertise in branding, community engagement, and public relations to promote economic initiatives effectively.

Skilled in leveraging traditional and digital media to increase awareness and participation in programs and projects.

Cultural and Social Awareness

Dedicated to promoting inclusivity and addressing the unique needs of diverse populations.

Committed to preserving the cultural identity of Manvel while fostering innovation and growth.

These areas of expertise align directly with the goals of the MEDC, enabling me to contribute significantly to the board's mission of enhancing Manvel's economic development and overall community well-being.

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I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.:

Yocharlakeeta Brown Floyd

Time of Submission: 12/26/24 11:12:15 AM

Attachments

- TDL_YF.pdf

Name: Watkins, Ty

Address: 3325 Flagstone dr, Manvel, 77578

Email: [REDACTED]

Board Name: Manvel Economic Development Corporation

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

7

Occupation:

Groundwater Compliance Specialist

Employer:

Clean Harbors

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

Yes

If Yes, Explain:

Yes, I was temporarily placed on deferred adjudication for a protective order violation related to a case that has since been dropped. This current case is to be dismissed as well. I would appreciate the opportunity to explain the details further if needed.

Are you an existing board member desiring to remain on the same board?:

No

Have you ever served on a City Board?:

No

List all board meetings you have attended in the last 6 months? :

N/A

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

I am deeply passionate about economic development and believe that my diverse background in real estate, finance, and analysis, combined with the contract skills I honed during my service with the US Military, uniquely positions me to contribute effectively to this board. My experience in real estate has provided me with a solid understanding of market dynamics and community planning, while my love for finance and analytical skills enable me to make data-driven decisions that can drive sustainable growth.

Serving on the Economic Development Board would allow me to give back to my community by leveraging my fresh perspective and innovative ideas. I am committed to fostering economic opportunities and enhancing the quality of life for residents. I am eager to collaborate with fellow board members to develop strategies that attract investment, support local businesses, and create jobs. My goal is to contribute to a thriving and resilient economy that benefits everyone in our community.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Yes, Shriners, NAACP, MLKC, Life Coach, Big Brother, Volunteer, Volleyball Coach, Hope Church Production Team

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

Real Estate: My experience in real estate has given me a solid understanding of market dynamics and community planning.

Finance and Analysis: My love for finance and analytical skills enable me to make data-driven decisions that can drive sustainable growth.

Contract Skills: The contract skills I developed during my service with the US Military are valuable in various contexts, including negotiations and project management.

Community Service: My desire to give back to my community and contribute to economic development shows my commitment to fostering economic opportunities and enhancing the quality of life for residents.

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I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.:

Ty Watkins

Time of Submission: 02/03/25 2:11:31 AM

Attachments

- RESUME25.pdf

Ty Watkins

Senior Analyst | Intelligence Surveillance Reconnaissance SMEII | Aerospace Engineer

New Mexico | 254-345-2302 [REDACTED]

Clearance: Active Secret

#readytowork #missionfirst

Professional Summary

A seasoned Senior Analyst and ISR SME with over 10 years of experience supporting defense programs in highly dynamic and mission-critical environments. Expertise in the operation, maintenance, troubleshooting, and optimization of I-CsUAS and radar systems, including EO/IR sensors, C-UAS, sUAS and airborne ISR systems. Proven track record in conducting technical inspections, system diagnostics, and repairs, ensuring operational continuity and readiness. Adept at providing mission planning, training, and hands-on support for complex field systems in diverse environmental conditions. Eager to contribute expertise in UAS operations, technical maintenance, and system support to enhance the capabilities of the defense sector.

Core Competencies

- ✓ I-CsUAS System Operations & Maintenance
 - ✓ Radar & EO/IR Systems Integration
 - ✓ Field Support & Troubleshooting
 - ✓ Mission Planning & Execution
 - ✓ ISR Systems & Sensor Payloads
 - ✓ System Diagnostics & Repair
- ✓ Software & Hardware Maintenance
- ✓ Operational Readiness & Logistics
 - ✓ sUAS Pilot Certification
- ✓ Cybersecurity & System Security
- ✓ System Optimization & Upgrades

Professional Experience

Groundwater Compliance Specialist

Clean Harbors | Jul 2024 – Present

- Conduct chemical sampling and analysis of hazardous materials and groundwater to ensure compliance with environmental safety standards and regulations.
- Support the management and proper disposal of hazardous waste materials, minimizing environmental impact through safe handling and transportation processes.
- Assist in the development, enforcement, and regular review of safety and groundwater monitoring protocols to ensure adherence to federal, state, and local environmental regulations.
- Perform routine safety inspections and contribute to environmental audits, identifying potential hazards and implementing corrective measures to mitigate risks.
- Collaborate with cross-functional teams to maintain compliance with industry best practices and continuously improve environmental performance and safety standards.

Elevated Sensor/Intelligence Analyst

Mission Solutions | Jan 2022 – Present

- Lead the operation, maintenance, and troubleshooting of advanced ISR systems, including MX-15, MX-20, and MX-25 EO/IR sensors, ensuring full system functionality in diverse operational conditions.
- Perform in-depth technical inspections and diagnostics of I-CsUAS components and sensors, identifying and resolving failures, reducing system downtime by 25%.
 - Deliver hands-on system training to field operators on equipment calibration, maintenance, and fault isolation procedures, enhancing operational efficiency and system performance.

Senior Analyst ISR SME | Virtual Warfare Exercise Planner

CTS | December 2019 – December 2021

- Played a key role in planning and executing complex virtual warfare exercises, providing ISR and technical support for military training operations.
- Developed and integrated simulated entities and scenarios for training, improving mission realism and participant engagement.
- Managed the execution of live training exercises using the Master Scenario Events List (MSEL) tool, ensuring that all training objectives were met.

Senior Analyst/Mission Planner | ISR Operator SME II IR/EO ACET

March 2017 – December 2019

- Led airborne ISR missions, collecting critical data through advanced sensor systems such as EO/IR, Lidar, and MASINT, ensuring comprehensive intelligence products for mission support.
- Coordinated multi-agency teams to de-conflict airspace, manage resources, and maintain situational awareness during complex, multi-sensor ISR operations.
- Conducted real-time system troubleshooting and repairs during airborne missions, reducing mission interruption and improving system performance by 30%.
- Produced and delivered intelligence products, including imagery analysis and quality control, supporting tactical operations and mission success.

Flight Operations Specialist | C2 Operator

USTRANSCOM – Kuwait City, KW | January 2016 – March 2017

- Managed and operated advanced C2 surveillance and communications systems in support of air operations for military and humanitarian missions.
- Provided real-time response and coordination for airlift and medical emergency operations, ensuring efficient and safe movement of military personnel and assets.
- Assisted in managing air traffic control operations, utilizing advanced flight tracking systems (VFR & IFR) to ensure the safe coordination of flights.

Education

Bachelor of Sociology

Double Minor in Telecommunications and Finance | Texas State University

CompTIA A+

ITSC 2040 | Houston Community College | March 2024

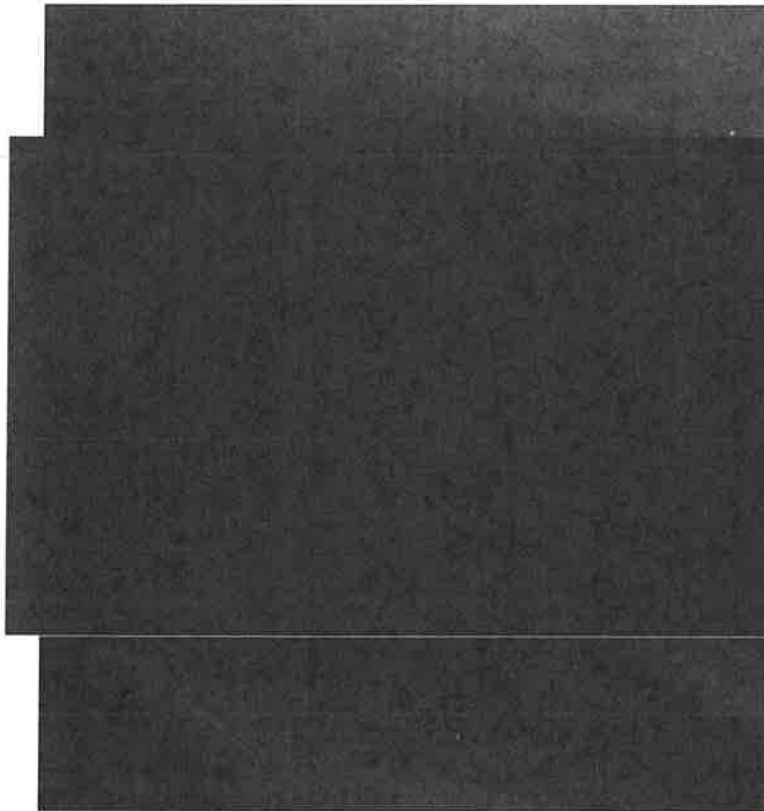
Certifications & Training

- sUAS Pilot License
- Six Sigma Greenbelt & Blackbelt Certification
- SOCET GXP HIS/MSI Certification
- Advanced SERE (Survival, Evasion, Resistance, and Escape)
- Electro-Optic Modulator (EOM) Equipment Training

Technical Skills

- **Programming:** Python, Java, C++, JavaScript, C#
- **Systems & Platforms:** RedHat, VMware, Nmap, DHCP, McAfee Enterprise, ArcSight
 - **Hardware:** Radar Systems, EO/IR Sensors, MASINT, Lidar, ISR Payloads
 - **Networks:** Network Installation & Maintenance, Fiber Optics, ATM, SONET
 - **Software:** NIPR/SIPR, ITSM, McAfee Agent Monitor, PDQ Deploy, USB Detect

- **Operational Readiness:** Spearheaded troubleshooting and maintenance protocols for ISR systems, ensuring 99% operational readiness for missions and reducing downtime by 25%.
- **System Optimization:** Developed custom software tools in Python to automate data analysis for EO/IR sensors, improving mission planning accuracy and reducing data processing time by 40%.
- **Training Excellence:** Delivered over 100 hours of technical training on I-CsUAS operations and maintenance, improving field operator performance and reducing error rates by 30%.
- **Logistical Efficiency:** Implemented a custom inventory management system for airborne ISR assets, cutting equipment downtime by 30% and ensuring critical mission assets were always available.





MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: 2/18/2025

TOPIC: Appointment of PD&Z Board Members to place #1, #2, #3 and #4

Summary:

The purpose of the PD&Z is to review, advise, and make recommendations to the City Council on matters relating to City and extraterritorial jurisdiction (ETJ) planning and development.

Applicants: Must be residents of the City of Manvel for at least 12 months, real property owners, and not employees of the City, and must have attended at least two consecutive PD&Z Meetings prior to being considered for appointment.

Duties: The Planning and Zoning Commission shall: Serve as an advisory body and adjunct to the City Council, and shall make recommendations regarding amendments to the Master or Comprehensive Plan, changes of zoning, zoning ordinance amendments, and zoning to be given to newly annexed areas, and other planning related matters for the physical development of the City. Approval or disapproval of plats of proposed subdivisions submitted in accordance with City ordinances as adopted or hereafter amended. Serve in an advisory capacity on any planning-related item(s) in the City and perform other duties as provided for by the City Charter.

Time Commitments: Twice per month, in the evening, if needed, usually requiring 1 to 2 hours. Additional meetings may be required infrequently to accommodate particular circumstances.

Members: Members must be residents of the City of Manvel, real property owners, and not employees of the City.

The list of applicants interested in being considered for appointment to the board is;

**** All applicants below have fulfilled the attendance requirement of attending 2 consecutive PD&Z meetings ****

- Ryan Miller, Incumbent Place 1, Engineer
- Kyle Marasckin, Incumbent Place 2, Media Specialist ACC
- Mary Ann Atkinson, Incumbent Place 3, General Manager
- Kenneth Haynes, Incumbent Place 4, Retired
- Larry Akery, Retired Computer Operator

Below is a listing of the current PD&Z Board Members and Board Terms.

Planning Development and Zoning Commission

Board Member	Term
#1 Ryan Miller	3/2023-3/2025
#2 Kyle Marasckin	3/2023-3/2025
#3 Mary Ann Atkinson	3/2023-3/2025
#4 Kenneth Haynes	3/2023-3/2025
#5 Christy Kennard	3/2024-3/2026
#6 Delores Martin	3/2024-3/2026
#7 William Richardson	3/2024-3/2026

RECOMMENDATION

ATTACHMENTS

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#



SUBMITTING STAFF MEMBER

City Secretary

FINANCE DIRECTOR APPROVAL _____

CITY MANAGER APPROVAL _____

Name: Miller, Ryan

Address: 6602 Texoma Dr, Manvel, 77578 City Limits

Email: [REDACTED]

Board Name: Planning Development and Zoning Commission

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

10

Occupation:

Engineer

Employer:

CAPS Manufacturing

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

PD&Z March 2019? - current

List all board meetings you have you attended in the last 6 months? :

All meetings of the PDZ board and Joint meetings with City Council except for meetings in November.

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

I feel it is a board I can use my skills and knowledge to contribute to and a way to participate and give back to the community.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

I am currently on the PDZ board and president of the Lakeland HOA

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

I have been on the PD&Z board for several years now. I have an engineering and manufacturing background which usually provides me with a good set of problem solving and reasoning skills. My past experience as PD&Z chair as well as HOA president for Lakeland as well as leadership roles at work have proven useful to help keep meetings on task and to work towards solving or answering the issue at hand.

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I authorize the City of Manvel to conduct a background check to verify all data given in this application.

I have carefully read and understood the above statement.:

Manvel

Time of Submission: 12/12/24 7:38:31 AM

Name: Marasckin, Kyle

Address: 7744 SCOTT AVE, Manvel Texas, 77578 City Limits

Email: [REDACTED]

Board Name: Planning Development and Zoning Commission

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

56

Occupation:

Media Specialist Marketing and Communications

Employer:

Alvin Community College

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

Planning Developement and zoning for over 18 years position 2

List all board meetings you have you attended in the last 6 months? :

All PD& Z meeiting except one

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

I think my roll has been cruicial to help the city grow as well as maintaining the old town feeling Manvel has been known for.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Houston Livestock and Rodoe been a memeber for 30 years

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

my expertiese is over flooding and knowing property rights as well as understanding plats and right of ways.

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I have carefully read and understood the above statement.:

Kyle Marasckin DL 13844376

Time of Submission: 12/10/24 9:34:55 PM

Name: Atkinson, Mary Ann

Address: 7425 JORDAN RD, MANVEL, 77578 City Limits

Email: [REDACTED]

Board Name: Planning Development and Zoning Commission

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

19

Occupation:

General Manager

Employer:

Zewald Trucking

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

ZBOA

PDZ

PARKS

List all board meetings you have attended in the last 6 months? :

PDZ

PARKS

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

Continue with our city's progress in a way that will help our residents thrive and live in our community.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

I try to when I can.

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

The residents point of view. Listening and contributing new or alternative ideas.

Continue with projects that are still in the works.

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I have carefully read and understood the above statement.:

Mary Ann Atkinson

Time of Submission: 12/20/24 8:35:18 AM

Attachments

- MA TDL 2.pdf

Name: Haynes, Kenneth

Address: 7223 Limestone Circle, Manvel, TX, 77578 City Limits

Email: [REDACTED]

Board Name: Planning Development and Zoning Commission

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

4

Occupation:

Retired

Employer:

My wife

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

Yes

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

Existing board member of PD&Z. No experience prior to this term.

List all board meetings you have you attended in the last 6 months? :

Attend by watching via YouTube

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

Like to continue helping the City of Manvel move forward and grow responsibly.

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Member of fraternal organization that supports community service activities in the Pearland, Manvel and Fresno areas.

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

Retired UPS Engineering Executive

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I have carefully read and understood the above statement.:

Kenneth Haynes

Time of Submission: 01/13/25 2:13:19 PM

Name: Akery, Larry

Address: 7001 Charlotte, Manvel Texas, 77578 City Limits

Email: [REDACTED]

Board Name: Planning Development and Zoning Commission

Primary Phone Number:

[REDACTED]

Are you a Manvel Resident?:

Yes

How many years have you lived in Manvel?:

48 years

Occupation:

Retired Computer operator

Employer:

Shell Oil

Have you been convicted of, received probation, or deferred adjudication for any offense that was not a felony within the last 10 years? :

No

Are you an existing board member desiring to remain on the same board?:

No

Have you ever served on a City Board?:

Yes

If Yes, name board and time frame. :

Planning and Zoning 1980s

Manvel Council 1980s

Manvel Council 2000

Manvel Council 2012

Manvel Council 2016-2024

Medc

Parks Board

List all board meetings you have you attended in the last 6 months? :

Parks Board

Council

Why are you interested in serving on this board? (Please answer separately for each board you are applying to.):

Continue help with th growth of

Manvel

Are you related to any City Employee or Council Member?:

No

Are you involved in any community activities? (Civic or Hobbies):

Parks Board

Do you have any outstanding taxes or other debt owed to the city?:

No

Have you been cited in the past year for non-compliance of any City Codes/Ordinances:

No

What area of expertise can you bring to the board you are applying for?:

48 years of experience and knowledge of the city of Manvel

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I have carefully read and understood the above statement.:

yes

Time of Submission: 12/26/24 1:34:00 PM