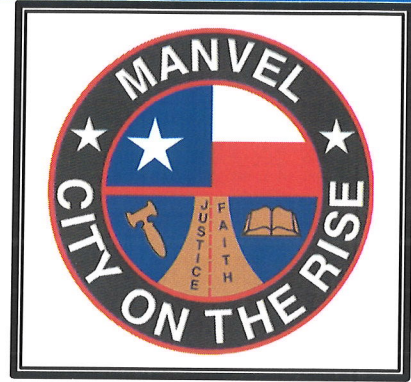


THE STATE OF TEXAS §
COUNTY OF BRAZORIA §
CITY OF MANVEL §



KEITH BONNER, COUNCIL PLACE 1
DAVID LANDS, COUNCIL PLACE 2
HARRY OPLIGER, COUNCIL PLACE 3
CARMYN ROBEY-ROBINSON, COUNCIL PLACE 4
CRYSTAL SARMIENTO, COUNCIL PLACE 5
GARRETT ROSSI KNOX, 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 7/14/2025

Workshop Session

Call To Order

Mayor Davis called the workshop of the Manvel City Council to order at 5:01 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 5 Crystal Sarmiento
City Councilmember Place 4 Garrett Knox
- Absent:** City Councilmember Place 4 Carmyn Robey-Robinson
- Also Present:** Dan Johnson, City Manager
Robert Gervais, City Attorney
Jose Abraham, Director of Development Services
Tammy Bell, City Secretary

Workshop Agenda

Budget Presentation - Development Services Department

Jose Abraham, Director of Development Services, presented its FY 2025-2026 budget proposal.
Key Requests for FY 2025-2026 included:

Personnel Additions:

Building Official – to improve internal coordination, reduce reliance on SafeBuilt, and lay the groundwork for potentially bringing inspections fully in-house.

Graduate Engineer and Engineering Technician – to manage increasing development volume and improve review processes.

GIS Technician – to support growing demands for mapping, data analysis, and emergency response.

Technology Investment:

AI-Based Plan Review Software (\$72,000 annually) – to streamline and expedite plan reviews, improve efficiency, and reduce reliance on manual QA.

Discussion from Council focused on:

The long-term cost-benefit of hiring staff versus continuing to outsource inspection services.

The potential for cost savings and improved responsiveness by transitioning to in-house inspections gradually.

Requests for ROI metrics on the proposed AI software and further breakdowns of SafeBuilt’s current inspection costs.

Interest in developing a phased approach to reducing outsourced inspection dependency.

Support for improved customer service and operational efficiency through strategic hires and technology investments.

Top Priorities Identified by Staff:

Building Official, Graduate Engineer, GIS Technician, AI Review Software (as a negotiable item)

Staff noted these additions would enhance service delivery, reduce bottlenecks, and align operations with the City's growing needs and adopted strategic goals.

Budget Presentation - Administration and Municipal Court

Tammy Bell presented the FY 2025–2026 budget for the Administration and Municipal Court departments, covering the City Secretary’s Office, Municipal Court, and Public Information Office. The proposed budget remains largely unchanged for the upcoming fiscal year, with no new staff requests at this time.

Some internal role adjustments are planned this year for both the Assistant City Secretary and the court team, including the creation of a Senior Court Clerk position, with a long-term plan to request a records clerk in FY 26–27.

For Public Information, a request was made for modest funding to convert a storage space into a live-stream control room and improve camera equipment for better public engagement.

The court department outlined a five-year staffing plan, with new positions proposed each year starting in FY 26–27. These include a juvenile case manager, prosecutor, and eventually a full-time judge (pending council discussion).

No immediate funding increases or position additions were requested for FY 25–26, but future growth was emphasized.

The meeting concluded with congratulations to Tammy for receiving the Women in Leadership award.

Discussion on the FY 2025-2026 Budget

Adjourn

Mayor Davis made the motion to adjourn the meeting at 6:06 p.m. Councilmember Sarmiento seconded the motion.

The motion carried with a vote: 6/0

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 5 Crystal Sarmiento, City Councilmember Place 4 Garrett Knox

No: None

Absent: City Councilmember Place 4 Carmyn Robey-Robinson

Abstained: None

CERTIFICATION

TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS
DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

