

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 8/18/2025

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 Carmyn Robey-Robinson
City Councilmember Place 5 Crystal Sarmiento (Arrived Late)
City Councilmember Place 6 Garrett Rossi Knox

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
Rosa Donaire, Director of Finance
Robbie Hall, Director of Public Works
Chad Dumont, Director of Personnel

Discussion on FY 2025-2026 Budget.

Council held a workshop discussion on the FY 2025–2026 proposed budget, focusing on staffing, the vehicle replacement fund, and departmental reallocations.

Police Staffing

Two lieutenant promotions were made, with backfilling still underway. The department is currently two positions short following a resignation.

Vehicle Replacement Fund

Roughly \$500,000 is planned for three patrol cars and three public works vehicles. Remaining balance of the \$887,000 is allocated toward depreciation (\$200,000) and accident contingencies.

Heavy equipment will be funded separately from the \$10M CO allocation.

Council requested a detailed vehicle maintenance cost breakdown and raised the issue of whether the full \$400,000 contribution is still necessary.

Council asked for a lease vs. purchase analysis for non-police vehicles to be presented in next year's budget cycle.

General Fund & Employee Benefits

\$200,000 was shifted from the general fund to debt service to cover higher employee benefit elections. Staff will provide a clearer breakdown of how these funds and utility allocations are being applied.

Administrative & Legal Budgets

While administration reflects a reduction on paper, the combined administration/legal budgets will increase by approximately \$204,000 due to liability insurance (+\$50,000), legal expenses (+\$30,000), marketing/donations, and line item adjustments.

Prosecuting Attorney

Annual costs are projected at ~\$93,000, though only 6–8 hours per week are worked. Council questioned whether this should be brought in-house given the cost.

Animal Control & Police Budget

Animal control's budget was reduced by \$105,000 after initial overestimates, with funds shifted toward police operations.

The police budget increases by about \$300,000 due to new hires, promotions, and insurance elections. Staff clarified one position was initially omitted and has now been included.

Unallocated / Additional Funds

Council inquired about the \$2.2M identified during review. Staff explained:

~\$1M is committed to public works equipment.

~\$300,000 to employee benefits.

Remaining amounts under review.

Council requested a clear itemized breakdown.

Other Highlights

Library Lease: 5% annual increase anticipated; City covers certain maintenance.

Hotel Occupancy Tax Fund: ~\$58,000 annual revenue; ~\$439,000 rolling forward for events such as the Fall Festival.

Capital Projects: \$2.44M from CO/ARPA funds applied; grant/donation revenues budgeted as placeholders.

Parks: Vacancy in mowing/maintenance to be refilled; Council emphasized need for qualified staff to maintain investments at Croix Park.

Staff direction provided in the workshop:

Provide breakdown of vehicle maintenance costs and depreciation.

Prepare lease vs. purchase analysis for non-police vehicles (next year's cycle).

Provide itemized distribution of \$200,000 transfer and \$2.2M in additional funds.

Review feasibility of bringing prosecutor services in-house.

Refill parks maintenance position with qualified staff.

Council will provide direction on the proposed tax rate (56¢, 57¢, or 58¢) at the regular meeting agenda item.

Discussion on any topic as listed on the current agenda.

Regular Session

Call To Order

Mayor Davis called the meeting of the Manvel City Council to order at 6:07 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 Carmyn Robey-Robinson
City Councilmember Place 5 Crystal Sarmiento
City Councilmember Place 6 Garrett Rossi Knox

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
Rosa Donaire, Director of Finance
Robbie Hall, Director of Public Works
Chad Dumont, Director of Personnel

Invocation

Inspirational Reading - Councilmember Bonner

Pledge

Presentations

Proclamation
National Preparedness Month - September 2025

Public Comments: "Comment Card" Required

Donald Atkinson - 7425 Jordan Rd - Wanted information on who is inspecting behind CenterPoint or their contractors with the underground electrical that is being put in. He has flooding concerns.

Cynthia Cortinez - 7204 Carpenter Road - Animal Control

Cindy Guire - Animal Control - wants to work with the city and animal control to help take steps to make things better.

City Manager Update

Wednesday - Budget and TxDOT Town Hall

Wednesday, November 5 - State of the City, New Hope Church

October 18 - Manvel Fall Music Festival - Croix Park

Monday September 1 - Labor Day

Consent Agenda

1. Acceptance of the meeting minutes to date.
2. Acceptance of infrastructure improvements for the Manvel Police Station Project (Keith Traylor Criminal Justice Center) to begin the Two-Year Maintenance Period.
3. Acceptance of infrastructure improvements for the Manvel Elevated Storage Tank Project (Booth Water Tower) to begin the Two-Year Maintenance Period.
4. Acceptance of infrastructure improvements for the McCoy and Masters Utility Extensions Project to begin the Two-Year Maintenance Period.

5. Consideration and possible action to approve participation in the Perdue and the Sackler Family Direct Settlement (collectively, the "Perdue Direct Settlement", and together with the Estate Settlement, the "Purdue Settlement") in opioid litigation, and authorize the City Manager to execute the Subdivision Settlement Participation Forms and any other documents needed to participate in the settlement.

Councilmember Bonner made the motion to approve. Councilmember Opliger 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None

Absent: None

Abstained: None

Items Removed from Consent Agenda

None

Regular Agenda

1. Consideration and possible action to approve the first of two readings of Ordinance 2025-O-22; AMENDING ORDINANCE NO. 2024-O-35, PERTAINING TO DEL BELLO LAKES PLANNED UNIT DEVELOPMENT (PUD) TO INCLUDE AN APPROXIMATE 106.8 ACRES OF LAND LOCATED IN THE MARY V. O'DONNELL SURVEY, ABSTRACT 469, OF BRAZORIA COUNTY, TEXAS, BEING A PORTION OF LOTS 1, 2, 7, AND 16, AND ALL OF LOTS 3, 4, 8, 9, 10, 13, 14, 15, 19, AND 20, OF DIVISION "O" OF THE ALLISON RICHEY GULF COAST HOME COMPANY PART OF SUBURBAN GARDENS, A SUBDIVISION OF RECORD IN VOLUME 2, PAGES 91, AND 92, OF THE PLAT RECORDS OF BRAZORIA COUNTY, TEXAS (B.C.P.R); CURRENTLY ZONED OPEN SINGLE-FAMILY RESIDENTIAL DISTRICT (O-SFR), INTO THE DEL BELLO LAKES PUD AND GENERALLY LOCATED EAST OF MANVEL PKWY, SOUTH OF CROIX RD, AND NORTH OF DEL BELLO LN; AND PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP. (Favorable Recommendation by PD&Z FAILED with a 0-6 vote)

The applicant has asked to postpone this item to the next agenda.

Mayor Davis made the motion to postpone to the next agenda. 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None

Absent: None

Abstained: None

2. Consideration and possible action to approve the first of two readings of Ordinance 2025-O-24; AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANVEL, TEXAS, CHAPTER 71. "UTILITIES" BY ADOPTING NEW RATES FOR WATER AND SEWER; MAKING OTHER CHANGES TO THE ORDINANCE GOVERNING THE PROVISION OF UTILITIES WITHIN THE CITY OF MANVEL; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000.00 FOR ANY VIOLATION OF ANY

August 18, 2025 MANVEL CITY COUNCIL MEETING MINUTES

PROVISION OF THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY. (Postponed at the 8/4/25 Council Meeting)

This ordinance would implement an 11.2% utility rate increase. Staff explained that the utility fund must remain self-sustaining, and the increase is necessary to cover essential infrastructure repairs, debt service, and operational needs without relying on transfers from the general fund. Council discussed the need for transparency in showing how the additional revenue, approximately \$1 million, would be allocated. Identified costs included water and wastewater tank coatings, manhole rehabilitation, fence repairs, potential meter replacements, and debt service transfers. Members emphasized the importance of having clear breakdowns to explain the increase to residents.

While acknowledging concerns, council agreed the rate adjustment was necessary to keep the utility fund solvent, maintain infrastructure, and plan responsibly for future growth.

Councilmember Bonner made the motion to approve. Councilmember Opliger 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None

Absent: None

Abstained: None

3. Consideration and possible action to approve Resolution 2025-R-33;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, ADOPTING A SCHEDULE OF FEES, RATES, DEPOSITS, AND OTHER CHARGES FOR ZONING, PLATTING, BUILDING, UTILITIES, AND FIRE SAFETY AND PREVENTION AND OTHER RELATED MATTERS; AND REPEALING ALL RESOLUTIONS IN CONFLICT HERE WITH; AND OTHER RELATED MATTERS.

Staff was able to reduce the 6% (approximately \$6) service fee to 0.98% (approximately \$1.25)

Councilmember Lands made the motion to approve. Councilmember Rossi Knox 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None

Absent: None

Abstained: None

4. Consideration and possible action to approve Resolution 2025-R-30;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, APPROVING AND ADOPTING A REVISED PURCHASING POLICY FOR THE CITY OF MANVEL.

Council considered updates to the City's purchasing policy to align with recent changes in state law. Effective September 1, 2025, the competitive bidding threshold for governmental entities will increase from \$50,000 to \$100,000. The City's policy and the City Manager's signature authority, which are tied to this threshold, will be updated accordingly.

Councilmember Bonner 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None
Absent: None
Abstained: None

- 5. Consideration and possible action to approve Resolution 2025-R-31;
A RESOLUTION TO EXPRESS SUPPORT FOR PHASE II, LOWER CLEAR CREEK AND DICKINSON BAYOU WATERSHED 203 FEASIBILITY STUDY, TO CULMINATE WITH THE CREATION OF A LIST OF PROJECTS AND FUNDING OPTIONS TO ADDRESS FLOODING AND ITS DEVASTATING IMPACTS.

*This item was moved to the top of the agenda after Regular Agenda item #9, which was also moved up.

Council considered supporting participation in a regional feasibility study to address flooding and drainage across the Clear Creek and Dickinson Bayou watersheds. City Manager Dan explained Manvel’s inclusion due to a portion of the city draining into Clear Creek. Commissioner Hank Dugie of Galveston County presented the initiative, noting it involves 19 cities and 4 counties, with U.S. Army Corps of Engineers approval secured to move forward. The study, estimated at \$3 million with additional environmental work, aims to identify large-scale projects to reduce flood elevations by as much as four feet, potentially protecting 98% of homes that flooded during Hurricane Harvey. While funding contributions from cities are encouraged, the resolution itself focused on formal support, with no immediate financial commitment required. Council expressed appreciation for the regional effort and the opportunity for long-term flood mitigation.

Mayor Davis made the motion to approve. Councilmember Robey-Robinson 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None
Absent: None
Abstained: None

- 6. Consideration and possible action to approve Resolution 2025-R-34;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, APPROVING AS A PROJECT OF THE MANVEL ECONOMIC DEVELOPMENT CORPORATION CERTAIN PROJECT NUMBER 2025-02 – GREASE MONKEY LOCATED AT 20815 HIGHWAY 6, MANVEL TEXAS TO APPROVE AN EXPENDITURE OF UP TO \$20,000.00 FOR SITE IMPROVEMENTS FOR THE AUTO SHOP FACILITY IN A COMMERCIALY TARGETED AREA, WHICH WILL FURTHER ECONOMIC DEVELOPMENT, CREATE COMMERCIAL INVESTMENT, AND CREATE AND/OR RETAIN JOBS; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THE SUBJECT; PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

Council considered approval of the Manvel Economic Development Corporation's recommendation to provide up to \$20,000 in funding assistance to Grease Monkey, located at Highway 6 and Mississippi. The funds will support site improvements, including construction of underground service pits to enhance operations.

Councilmembers noted Grease Monkey's active involvement in the community and expressed support for backing local businesses.

Councilmember Sarmiento made the motion to approve. Councilmember Robey-Robinson seconded the motion.

The motion carried with a vote: 6/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Keith Bonner, City Councilmember Place 3 Harry Opliger, City Councilmember Place 4 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None

Absent: City Councilmember Place 2 David Lands

Abstained: None

7. Discussion/update on Phase 4: Streets and Drainage Equipment.

Staff presented proposed Phase 4 equipment purchases, estimated at just under \$1 million, from the \$10 million streets and drainage bond allocation. Items include a skid steer, street sweeper, zero-turn mowers, and trail improvements. Councilmembers voiced support for the list while highlighting the need for compliance with bond restrictions, interlocal agreements for shared facilities, and consideration of skid steer attachments. Some members also suggested exploring technology investments, such as drones or software, though concerns were raised about eligibility under debt requirements. Council agreed to retain funds for future drainage projects and possible land acquisition. Staff confirmed other eligible items remain on a supplemental list for later phases and reported that Lewis Lane construction is on track, with segment A nearing completion and subsequent phases scheduled to minimize school traffic impacts. **No formal action was taken;** Council provided consensus for staff to proceed.

8. Discussion regarding the coordination of meals for Patriots' Day to be delivered by council members to first responders, as requested by Mayor Davis.

Small groups of Council Members to take food to the first responders for Patriots Day on 9/11

Fire Dept - Harry and David

EMS - Dan and Garrett

Police - Crystal, Keith, and Carmyn

9. Consideration and possible action to direct staff on the Keep Manvel Beautiful funds gifted to the City in 2023.

*This was moved before Regular Agenda item #1.

Tammy presented background, noting the board had dissolved and left approximately \$837, which was later turned over to the City. Interest has recently grown in reinstating the organization, including filing to reinstate its tax-exempt status, which will require funding.

Erica Davis and her two children shared their vision for reviving Keep Manvel Beautiful, emphasizing projects such as cleanups, sustainability education, textile drives, and community art initiatives. Council expressed strong support, highlighting the importance of youth involvement and potential partnerships with other organizations.

Councilmember Opliger made the motion to approve. Councilmember Rossi Knox 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox

No: None

Absent: None

Abstained: None

10. Discussion on the FY 2025-26 Budget.

Council held an in-depth discussion on the proposed FY 2025–2026 budget, focusing on personnel costs, retirement benefits, and funding priorities.

Prosecutor Services

Staff reviewed the current arrangement with the contracted prosecutor, who averages about 50 hours per month at a cost of roughly \$92,000 annually. Council questioned whether an in-house attorney could be hired at a comparable rate to provide greater capacity. The idea of transitioning to an assistant city attorney role was raised for further exploration, with input needed from the municipal judge and city attorney.

TMRS Retirement / Updated Service Credit

Council revisited the issue of the TMRS updated service credit. Staff explained the cost has risen to approximately \$600,000 this year. Alternatives such as a one-time “true-up” were discussed, though members expressed philosophical differences about the fairness of the program versus its importance in retaining long-tenured employees. No funding for the update is included in the proposed budget, but Council agreed it remains an important issue for future consideration.

Tax Rate Scenarios and Staffing

Discussion centered on whether to maintain the proposed \$0.56 tax rate or increase it to \$0.57 or \$0.58. Staff explained that at \$0.57, the city could add approximately two to three staff positions, and at \$0.58, possibly four to five. Council stressed that public safety—particularly staffing jailers and a records clerk for the Police Department—was a top priority.

Vehicle Replacement Fund

Staff outlined options for contributing to the vehicle replacement fund: \$200,000, \$400,000 (recommended), or \$600,000 to fully catch up past deferrals. Council leaned toward maintaining a \$400,000 contribution but requested further clarity on the long-term implications.

Revenue Projections and Sales Tax

Sales tax revenues are projected to continue growing, especially with new commercial developments such as Lowe’s. Council discussed the importance of diversifying revenue sources beyond restaurants and retail, including pursuing larger commercial and industrial projects with support from MEDC and the comprehensive plan.

Future Planning & Efficiency Audit

Members raised the need for an efficiency audit to review spending and streamline operations, emphasizing it would not be a fault-finding exercise but a way to identify savings and better processes. Ideas for longer-term planning—such as a parks plan, animal control strategy, and potential assistant city manager position—were also highlighted.

Council Consensus

- Staff will prepare side-by-side projections for tax rates of \$0.56, \$0.57, and \$0.58, showing the impact on staffing and services.
- Council emphasized safety as the top priority, particularly filling jailer and records positions.
- The vehicle replacement fund contribution will be revisited with clearer numbers.
- No decision was made on TMRS updates; further discussion will occur in future budget cycles.

Mayor and Council Comments

Mayor's Comments

Recognized the Manvel High School men's water polo team for going undefeated (4-0) at a recent San Antonio tournament.

Noted an email from TML regarding potential board appointments to the Texas Health Pool Benefits Board. Councilman Bonner expressed interest in being nominated, and Council agreed to review the nomination process.

Addressed concerns regarding the Manvel Cemetery, noting its historic value and current maintenance issues. The Mayor is reaching out to community members and exploring whether a group or 501(c)(3) could be formed to support care, maintenance, and fundraising.

Council Comments

Councilman Bonner announced that the Northern Brazoria County Metro Go Texan Fall Fair & Car Show will return on Saturday, October 11, at Wolfe Air Park. The event will feature cars, planes, helicopters, skydivers, food, and family entertainment. The Mayor noted he will serve as MC for the event.

Mayor Pro Tem expressed concern that Manvel does not currently have a Cub Scout group and suggested exploring options to establish one, noting the city's growth makes it a community need.

Adjourn

Councilmember Bonner made the motion to adjourn the meeting at 10:30 p.m. 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 Carmyn Robey-Robinson, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Garrett Rossi Knox


No: None

Absent: None

Abstained: None

CERTIFICATION


TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS


DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

