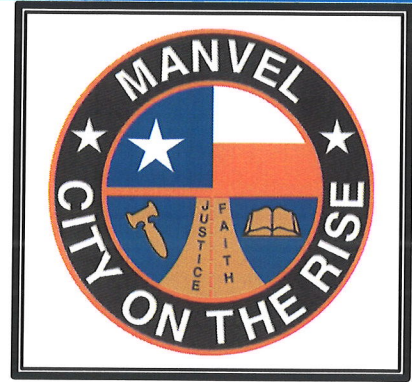


THE STATE OF TEXAS §  
COUNTY OF BRAZORIA §  
CITY OF MANVEL §



KEITH BONNER, COUNCIL PLACE 1  
DAVID LANDS, COUNCIL PLACE 2  
HARRY OPLIGER, COUNCIL PLACE 3  
CARMYN ROBIEY-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 8/25/2025

### Regular Session

#### Call To Order

Mayor Davis called the Special meeting of the Manvel City Council to order at 4:00 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 (Arrived late)  
City Councilmember Place 5 Crystal Sarmiento (Arrived late)  
City Councilmember Place 6 Garrett 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

#### Pledge

**Public Comments: "Comment Card" Required**

**Executive Session**

City Council will convene into Executive Session pursuant to Texas Government Code, Section 551.071: "Consultation with Attorney" and Texas Government Code, Section 551.074, "Personnel Matters" to discuss the following:

- *Duties of the Animal Control Division*
- *Legal matters involving Animal Control Division*

Mayor Davis convened the meeting into Executive Session at 4:02 p.m.  
Mayor Davis reconvened the meeting out of Executive Session at 5:06 p.m.  
No action was taken during the Executive Session.

**Regular Agenda**

Discussion on the FY 2025-2026 Budget

Council reviewed the proposed budget with focus on vehicle replacement, supplemental requests, staffing needs, and fund balance policy.

Vehicle Replacement Fund: Six vehicles are slated for replacement (three police units, utility trucks, and a public works truck). Although the fund is listed at \$1.2 million, only ~\$480,000 is actual available cash. The remainder reflects fixed assets.

Supplemental & One-Time Purchases: Items such as copiers, folding machines, and other small equipment may be purchased from the general fund or through fund balance transfers once year-end balances are finalized. This could free up operating funds for staffing.

Fund Balance Policy Debate: The City currently maintains a 50% reserve requirement (~6 months of operating expenses).

Some councilmembers questioned whether this is too high compared to neighboring cities (most maintain ~90 days).

Discussion centered on whether reducing the reserve requirement temporarily could free \$2–3 million for one-time purchases, allowing the general fund to cover personnel costs instead.

Staff will prepare an analysis of risks, comparison with peer cities, and potential impacts to credit ratings.

Staffing Requests: Key requests included jail staff (four detention officers and one supervisor, ~\$450K annually), additional patrol officers, an engineer in Development Services, a fire records clerk, a custodian, a code enforcement officer, and communications/criminal investigator positions in PD.

Concerns were raised about the cost of jail staff versus demonstrated need, given current detainee transfers to the county jail. However, PD emphasized that without detention staff, officers would be pulled off the streets to manage the jail.

Development Services justified the engineering position to handle rising workload, project reviews, and regulatory deadlines, freeing the City Engineer (also City Manager) for higher-level duties.

General Fund & Tax Rate: At the proposed flat tax rate of \$0.56, the budget provides a 3% cost-of-living adjustment for employees, maintains enhanced benefits, adds two new staff positions, and covers over half of the one-time supplemental requests.

Councilmembers stressed balancing staff needs with taxpayer realities and avoiding a tax rate increase if possible.

Action Items:

- Staff to analyze fund balance policy (50% vs. 90 days) compared with other cities and outline what funding could be unlocked.
- Clarify which supplemental items could be shifted to fund balance to free general fund dollars for personnel.
- Provide updated numbers heading into the next meetings and hearings.

Next Steps:

- Public hearing on the proposed budget and permit fee ratification scheduled for the next council meeting.
- Council will then set the final adoption date for the FY 2025–2026 budget.

**Mayor and Council Comments**

**Adjourn**

Mayor Davis made the motion to adjourn the meeting at 6:00 p.m. 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

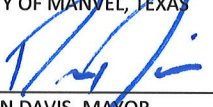
Absent: None

Abstained: None

**CERTIFICATION**



TAMMY BELL, CITY SECRETARY  
CITY OF MANVEL, TEXAS



DAN DAVIS, MAYOR  
CITY OF MANVEL, TEXAS

