



**NOTICE OF A
MANVEL ECONOMIC DEVELOPMENT CORPORATION MEETING
June 16, 2021
7:00 PM**

Notice is hereby given that Manvel Economic Development Corporation will meet in the Manvel City Hall located at 20031 Hwy 6 Manvel Texas. This meeting is to consider and if appropriate, take action with respect to the items listed below.

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.

Called Meeting

Regular Session

Call To Order

Roll Call

Pos #1 Lorraine Hehn 3/22

Pos #2 Angela Graham 3/22

Pos #3 Chad Bell President 3/22

Pos #4 Larry Akery 3/23

Pos # 5 Ed Perry 3/23

Pos #6 Karen Kinlaw 3/23

Pos #7 Robina Spruill V-President 3/23

Pledge

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

Citizen Comments: "Comment Card" Required

***Members of the public who wish to submit written comments on a listed agenda item must submit their comments via the Public Comment Request Form found on the city website www.cityofmanvel.com or by emailing tbell@cityofmanvel.com or by calling 281-489-0630 x6 for staff assistance.



Public Hearing

The Manvel Economic Development Corporation (the “Corporation”) hereby gives notice, pursuant to the Development Corporation Act, Texas Local Government Code, Section 505.160, that the Corporation has adopted, as a Project of the Corporation, the expenditure of funds for:

PROJECT 2020-02 - AISD JBH DENTAL ASSISTANT JOB TRAINING PROJECT

- (1) certain equipment, facilities and improvements found by the Board of Directors to be required or suitable for use for the development, retention, or expansion of primary job training facilities for use by institutions of higher education ;
- (2) job training required or suitable for the promotion of development and expansion of business enterprises and other enterprises ;
- (3) equipment, facilities, and improvements found by the Board of Directors to promote new or expanded business development.

Said project is to include the expenditure of up to \$96,351.58 of the MEDC sales tax revenues received, to be paid to the Alvin Independent School District for equipment, facilities, and improvements needed for the JBH Dental Assistant Job Training Program, to further economic development and promote new and expanded business development (“Project 2020-02”).

Presentation

Presentation on Diversity Planning by A.O. Phillips & Associates
Andrew Earls and Ryan Phillips

Regular Agenda

- A. Consideration and possible action on the review and acceptance of the FY 2020 Audit.
 - B. Consideration and possible action to approve and forward with recommendation to City Council, Project 2020-02 - AISD JBH DENTAL ASSISTANT JOB TRAINING PROJECT;
Said project is to include the expenditure of up to \$96,351.58 of the MEDC sales tax revenues received, to be paid to the Alvin Independent School District for equipment, facilities, and improvements needed for the JBH Dental Assistant Job Training Program, to further economic development and promote new and expanded business development (“Project 2020-02”).
 - C. Consideration and possible action to approve the Brazoria County Economic Development Alliance Membership from July 2021-June 2022.
 - D. Consideration and possible action to accept project application 2021-02 City Infrastructure Request from Clint Weekley.
-



Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a City Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in sequence on the Agenda.

- A. Receive/consider the minutes to date.
- B. Receive/consider the Treasurers' Report to date.

Adjourn

I, Tammy Bell, City Secretary for the City of Manvel, do hereby certify that the foregoing Agenda of the Manvel Economic Development Corporation 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 June 11, 2021 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.

A handwritten signature in blue ink, appearing to read "T. Bell".

TAMMY BELL, SECRETARY
MANVEL ECONOMIC DEVELOPMENT CORPORATION



MANVEL ECONOMIC DEVELOPMENT CORPORATION 2020 AUDIT RESULTS

AUDIT OPINION



- Received unmodified audit opinion for 2020
(page 8)



MANVEL ECONOMIC DEVELOPMENT CORPORATION

A COMPONENT UNIT OF THE CITY OF MANVEL, TEXAS

BALANCE SHEET

September 30, 2020

	<u>2020</u>	<u>2019</u>
<u>Assets</u>		
Cash and cash equivalents	\$ 2,517,584	\$ 1,720,603
Restricted cash and cash equivalents	-	750,137
Receivables, net	182,541	132,619
Total Assets	\$ 2,700,125	\$ 2,603,359
<u>Liabilities</u>		
Due to other governments	\$ -	\$ -
Total Liabilities	\$ -	\$ -
<u>Fund Balances</u>		
Unassigned	2,700,125	2,603,359
Total Fund Balances	2,700,125	2,603,359
Total Liabilities and Fund Balances	\$ 2,700,125	\$ 2,603,359



MANVEL ECONOMIC DEVELOPMENT CORPORATION

A COMPONENT UNIT OF THE CITY OF MANVEL, TEXAS

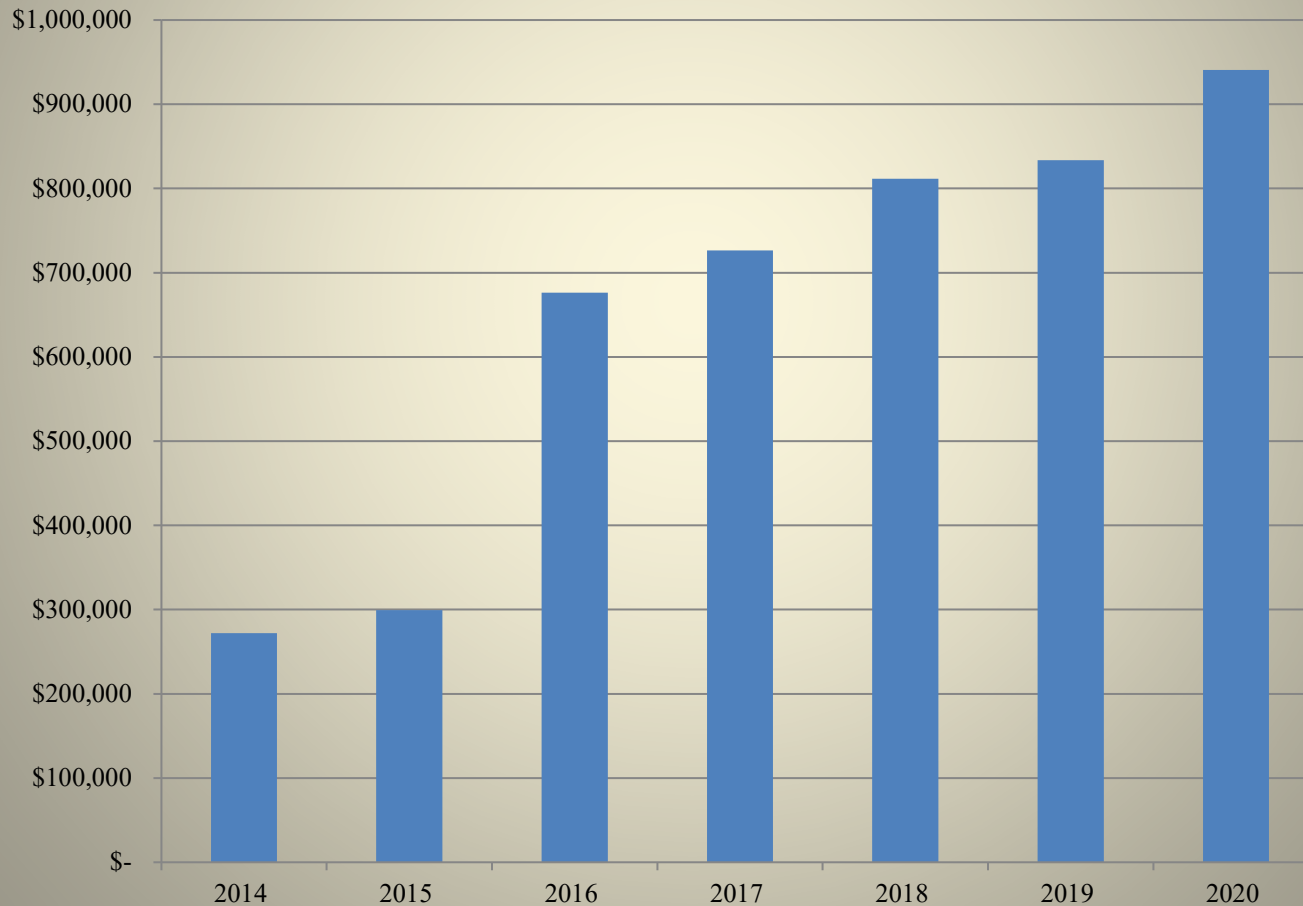
OPERATING STATEMENT

For the Year Ended September 30, 2020

	<u>2020</u>	<u>2019</u>
<u>Revenues</u>		
Sales taxes	\$ 940,705	\$ 833,486
Investment earnings	16,280	37,040
Total Revenues	<u>956,985</u>	<u>870,526</u>
<u>Expenditures</u>		
Current:		
Publications	-	112
Memberships/dues/subscriptions	6,000	6,548
Audit fees	2,725	2,675
Orientation and training	155	990
Administration support	12,000	12,000
Economic incentive	-	16,710
Capital outlay	750,000	-
Debt service:		
Principal	85,000	85,000
Interest	4,339	5,995
Total Expenditures	<u>860,219</u>	<u>130,030</u>
Net Change in Fund Balance	96,766	740,496
Beginning fund balance	2,603,359	1,862,863
Ending Fund Balance	<u>\$ 2,700,125</u>	<u>\$ 2,603,359</u>

TREND DATA

Sales Taxes – Last Seven Years



Thank you!



- We appreciate the opportunity to perform the Corporation's audit and hope to have that opportunity in the future.

Starting a Business in the City of Manvel

There are many requirements related to starting a business in Texas and the state provides an alphabetical directory of required licenses, permits and registrations. A visit to the following website will provide more information on these requirements:

<http://www.texasonline.com/portal/tol/en/bus/home>

In addition, the City of Manvel requires that a City Permit or License be obtained to:

1. Build a building or other structure.
 2. Build on to an existing building or structure.
 3. Opening a new business in an established building.
 4. Move a building.
 5. Perform any type of Electrical or HVAC work.
 6. Perform any type of plumbing, such as replacing water and/or sewer lines, water heaters, sprinkler systems, gas yard lines, etc. For commercial plumbing, a state licensed plumber is required to perform the work.
- (Note: Rental property is considered commercial property.)
5. Solicit door-to-door.
 6. Register animals with the Manvel Police Department.

If one is building, adding on or moving any structure in the floodplain or floodway, a "Flood Development Permit and Elevation Certificate" must be obtained.

The City of Manvel is a Zoned City. A copy of the Zoning Ordinance can be obtained by contacting Manvel City Hall 832-336-4064 or on the web at www.cityofmanvel.com

Additional information on all of the preceding City requirements may be obtained by contacting the City Secretary, 20031 Hwy 6, Manvel, Texas 77578. (email contact tbell@cityofmanvel.com or Telephone contact information: (832) 336-4064 or Fax – (281) 489-0634)

Application Process for Obtaining Manvel Economic Development Corporation (MEDC) Financial Assistance

(This process was approved by the MEDC Board at the June 19th, 2008 Meeting)

1. Submit a full and complete application to the MEDC for financial assistance to be submitted at least 10 days prior to the next MEDC Board meeting (held on the second Wednesday of each month).

In submitting the application, provide full and complete answers to the questions contained in the "Criteria to Consider in Judging the Suitability of a Project for Funding".

2. Provide full and complete answers to any follow-up questions from the MEDC Board.
3. Upon completion of the above and depending on the findings of the Board's review of the application and related materials, the MEDC President will develop jointly with the applicant a performance-based contract. Such a contract is subject to approval by the City Attorney. If an approved contract is developed, the following will occur:

A. A notice of specific project will be published (GC 505.160). The public may petition, during the 60-day period (from the date of project publication) for an election to be called on whether to pursue the project. For more information, see the "Handbook on Economic Development Laws for Texas Cities" (2015 edition) available for viewing at the Manvel City Hall or thru the following website:

<https://www.tml.org/DocumentCenter/View/1471/2020-Economic-Dev-HDBK- Final>

B. The MEDC may hold a *public hearing* on the project.

After the 60 days have passed since the published notice of the project, the Board will vote at its next regularly scheduled or special called meeting to approve or disapprove the project/contract.

C. If approved, the Board will present the project proposal/contract to the City Council for action. If approved by the Council, the Board may then make expenditures related to the project and conduct the oversight necessary to ensure the successful and legal implementation of the project.

Note: The time required to complete the above process will vary with each proposal, but an applicant should anticipate up to 90 days being required before final action is taken on a project proposal.

APPLICATION FOR
ECONOMIC DEVELOPMENT ASSISTANCE

New Construction X

Expansion or Remodeling _____

Applicants should know Manvel Economic Development Corporation (MEDC) grants are subject to a number of requirements, including public hearings and approval by the City of Manvel City Council.

Date of Application: 5/10/2021

Business Name: Weekley's LLC Type of Business: Limited Service Restaurant

Address: 7203 McCoy Road

City: Manvel State Texas Zip 77578

Phone Number: 281-607-9322 Fax: None E-mail: clint@weekleysice.com

Applicant Contact Clint Weekley Title Owner

Applicant Information (if different from above)

Mailing Address _____

Phone Number: _____ Fax: _____ E-mail _____

*Total Cost of Proposed Project and Date by Which Funds are Needed:

 TBD - City Infrastructure Request

*Share of Project Cost to be Paid by Applicant and Cost Share to be Funded by MEDC:

A. 100% MEDC Funding = \$ TBD - City Infrastructure Request

B. 10% Applicant/90% MEDC = Grant from MEDC in the amount of: \$ _____

C. 25% Applicant/75% MEDC = Grant from MEDC in the amount of: \$ _____

D. 50% Applicant/50% MEDC = Grant from MEDC in the amount of: \$ _____

*Describe the project and economic benefits that will accrue to the City of Manvel. (See the criteria considered by the MEDC in judging the suitability of a project for funding. As applicable, please address these criteria)

 See attached letter.

*How will grant applicant demonstrate that the described economic benefits which formed the basis of the grant application have been accomplished?

 See attached letter.

*Describe the financial reporting to be made by the applicant to demonstrate that the grant funds have been used for intended purpose:

[See attached letter.](#)

*If applicable, do the jobs proposed for creation (or retention) meet the criteria for “primary jobs” as defined in State Law? (*Primary Jobs – are jobs that infuse new dollars into the local economy by creating or selling a product or service that is ultimately exported to regional, statewide, national, or international markets*) If so, please explain how criteria are met.

Required Attachments

Include a copy of the listed items below. AN APPLICATION WILL NOT BE CONSIDERED UNLESS ACCOMPANIED BY SAID LIST.

- 1) Plat/Map of Property, extending 500 ft beyond the property in all directions.
- 2) Detailed list of improvements, including equipment.
- 3) Business Plan.
- 4) Current Financial Report.
- 5) Financial Reports for the last 3 years.
- 6) Tax Certificate.
- 7) Letter addressing Tax Abatement Minimum Standards (if applicable)

[City Infrastructure Request Only](#)

In signing this grant application, and if a grant is awarded, the applicant agrees to comply with applicable local, state, and federal laws governing business/organizational conduct and the use of the grant funds.

I further certify that the information submitted in this application, including attachments, is true, correct and complete. Omissions or submission of incorrect information will render this application invalid.



Grant Applicant's Signature

[5/10/2021](#)

Date

[Owner](#)

Title

[Weekley's LLC](#)

Business Name/Organization

(All requests must be submitted to the MEDC, PO Box 187, Manvel Tx 77578, 10 days prior to the next Manvel Economic Development Corporation Meeting, which is held the second (2nd) Wednesday of every month. Additional information concerning schedule of meetings and meeting agendas is available from the MEDC website at: www.manveledc.com)

Criteria Considered in Judging the Suitability of a Project for Funding

Public vs. Private Funding of Projects

1. Are private lenders available and willing to finance the proposed project? If yes, why are funds being sought from the MEDC? If not, why should the MEDC assist with the project financing?
2. Will public funding for a project compete unfairly with a private sector entity already conducting or planning to undertake the activity to be funded?
3. Will public funding assist a private sector entity in getting a project off the ground, becoming profitable and creating new permanent jobs?
4. Will the cost of the project deplete MEDC funds that would otherwise be available for other economic development projects?

Jobs Creation

1. How many new temporary jobs will be created by the project?
2. How many new permanent jobs will be created by the project?
3. Will the project help current workers to avoid unemployment?
4. Will the project result in a net increase in the number of permanent private sector jobs in our community?
5. What type of new jobs – by type and salary – will be created?
6. Will the project require an increase in the number of City or County Employees? Will it result in an increased workload for current employees of these governmental entities?

Financial Impact

1. In total, excluding the collection of taxes, how much new money will the project pump into the local economy on an annual basis?
2. Will additional property taxes be collected as a result of the project and, if so, how much in additional taxes will be collected annually?
3. How much additional sales tax will be collected annually as a result of the project?

Criteria to Consider in Judging the Suitability of a Project for Funding (Cont.)

Role of City and/or County Governments

1. What infrastructure will local governments be required to provide as a result of the project?
2. What costs will local governments become responsible for, including the requirements to hire new employees, as a result of the project?

Other

1. Can the project be funded legally under existing law? (Note: This is not a guideline, but a legal requirement)
2. Would the proposed project duplicate an activity that is already in place and functioning effectively?
3. What effect will the project have on local housing – i.e., is the current housing inventory adequate or will additional housing be needed to accommodate new workers and their families?
4. Are there likely to be any adverse consequences resulting from the project – i.e., will the environment be harmed, or will the water supply resources of the community be oversubscribed?
5. Will any indirect economic benefits, not already addressed in answers to the preceding questions, result from the project? For example, a new enterprise creating five new jobs (i.e., a direct economic benefit) could also result in additional business (an indirect economic benefit) for existing enterprises. For purposes of further illustration, if a new business with a fleet of vehicles purchased fuel from service stations already operating in a community, these fuel purchases would be an indirect economic benefit.
6. Will the project benefit the overall public good? If so, how?

MEDC,

The request before you is to award funds for the construction of city sewer along McCoy Road in those sections where an outdated force main sewer transmission line currently exists. This request is not for funds to be awarded to our business specifically. We are willing to pay for the sewer pipe on our property as well as the associated sewer impact fees for the $\frac{3}{4}$ water line that we have. I do not have the pertinent details surrounding the history or issues with the McCoy Road infrastructure but I will summarize our experience with this matter.

We purchased 7203 McCoy Road in 2017. It's a 2.5 acre commercial lot located on the east side of McCoy Road across from the Manvel High School (map attached). At the time, we were unable to tap into the city sewer due to its design and age. It's apparently a privately built high-pressure line purchased from the Furnace family by the city years ago. As a result, we were forced to instead purchase and install an aerobic septic system on the property in lieu of having a city sewer connection.

In September of 2020, I reached out to City Staff requesting further consideration for a sewer tap and we were told by Assistant City Manager Dan Johnson: **"This project wasn't specifically identified in the City's 2017 Master Wastewater Plan, but – as you know – we are in the process of updating that plan right now. In the meantime, Clint could visit with Tammy to see if MEDC might be interested in this as a project."** I do not know if the City has revisited this area of McCoy for the purpose of making city sewer available to local residents and businesses.

✓ This project offers economic benefit to the City of Manvel by improving currently outdated infrastructure. A goal from the City of Manvel Comprehensive Plan states: *"Planning, Development & Zoning Commission Create partnership between the City and Manvel Economic Development Corporation (MEDC) to explore how to fund expanding infrastructure in order to support new and growing business development"*. This area of McCoy is zoned as Light Commercial. To our north, Access Church owns over 5 acres that they plan to build on in the near future. Adding this infrastructure may reduce their cost of development as well. Additionally, we aim to build more on our property provided that the infrastructure is in place. We are unable to secure commercial financing of any further improvement as a small business without evidence of city sewer being made available to the property.

✓ As this project is a request for city infrastructure, not private development, the economic benefits from this project are the same as any commercial infrastructure improvement in the city. *"Goal Statement #3: Expand Water and Sewer System to serve Developments throughout the City... Planning, Development & Zoning Commission Create partnership between the City and Manvel Economic Development Corporation (MEDC) to explore how to fund expanding infrastructure in order to support new and growing business development"* (2015 Comprehensive Plan). See also: *"Expenditure of MEDC funds over last five years have been largely in the infrastructure realm. This may continue, or as growth begins to pay for itself, this can shift to more true business development. MEDC is an integral part of the discussion in the City's future growth."*

✓ No financial reporting is required to ensure that grant funding was used for its intended purpose as this is a request for city infrastructure only.

✓ We are unaware of any small business private lenders interested in financing infrastructure for city development.

✓ Public funding for this project will not unfairly compete with the private sector as city infrastructure improvements are the responsibility of the local government, not the private sector.

5/11/2021

The attached application has a question for MEDC to consider that reads: "What infrastructure will local governments **be required to provide** as a result of the project?" The intent of this question implies that the City is required to provide infrastructure. We certainly wish that were the case as this application wouldn't be necessary. We've been open for business for 3 years now and haven't heard of any scheduled improvements to McCoy road with respect to the sewer line.

I want to thank you for your consideration in this matter. It is your panel of representatives that still give small businesses some sort of hope to remain in the City of Manvel.

Sincerely,



Clint Weekley
Owner
Weekley's LLC

All purple shading is zoned Light Commercial

