August 21, 2023 CITY COUNCIL MEETING AGENDA

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

LARRY AKERY, 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, INTERIM CITY MANAGER
TAMMY BELL, CITY SECRETARY

NOTICE OF A CITY COUNCIL MEETING OF THE CITY OF MANVEL

August 21, 2023

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 will continue to be a unique, vibrant, growth-managed community that will meet the needs of its citizens through the efforts of local government and civic-minded individuals by promoting well-planned development, cost-effective professional management, and competent and responsive municipal services."

Workshop Session

Discussion on the Fiscal Year 2023-2024 Proposed Budget.

Discussion on any topic as listed on the current agenda.

August 21, 2023 CITY COUNCIL MEETING AGENDA

Regular Session

Call To Order

Invocation

Inspirational Reading - Councilmember Sarmiento

Pledge

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

Presentations

Park Naming Ceremony for:
- Akery Lake
- Delores Martin Park
- Buddy Williams Park

Proclamation:
- National Preparedness Month - September 2023

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.

a. Update on Budget Town Hall
b. Update on Fencing Permit

Consent Agenda

1. Acceptance of the meeting minutes to date.

2. Final acceptance of infrastructure improvements for Pomona Section 17 and release the associated maintenance bond.

3. Acceptance of infrastructure improvements for Meridiana Section 54B to begin the Two-Year Maintenance Period.

4. Approve a consent to Brazoria County Municipal Utility District (BCMUD) No. 25 to serve water and sanitary sewer utilities outside the boundary of BCMUD No. 25 for 13.82 acres of land located in the City Limits on the southwest corner of Magnolia Parkway and Kirby Drive.

5. Approve the Road & Bridge Interlocal Agreement Fiscal Year 2023-2024, between Brazoria County and the City of Manvel.

6. Approve a burn ban for 30 days, authorizing the Fire Marshal and or Mayor to lift it early should the Keetch-Byram Drought Index, as monitored and reported by the Texas Forest Service, reach and maintain 400 or less for five consecutive days.

Items Removed from Consent Agenda

Regular Agenda

1. Update by Mayor Davis on meeting with Brazoria County C&R 3 and possible direction to staff to begin development of a request for proposals for the excavation of the site for Akery Lake.

2. Consideration and possible action to approve the first of two readings of Ordinance 2023-O-28; AN ORDINANCE AMENDING CHAPTER 59. "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES" ARTICLE III. - *PUBLIC RIGHTS-OF-WAY*, SECTION 59-50. *TREE TRIMMING AMENDING PROVISIONS PERTAINING TO TREE TRIMMING IN THE RIGHT-OF-WAY.*

   AN ORDINANCE AMENDING CHAPTER 59. "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES" OF THE CODE OF ORDINANCES OF THE CITY OF MANVEL, TEXAS, BY AMENDING ARTICLE III. - PUBLIC RIGHTS-OF-WAY, SECTION 59-50. TREE TRIMMING TO AMEND THE PROVISIONS PERTAINING TO TREE TRIMMING IN THE RIGHT-OF-WAY; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000.00 PER DAY FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

3. Consideration and possible action to approve the first of two readings of Ordinance 2023-O-29; AN ORDINANCE AMENDING CHAPTER 33 "FOOD AND FOOD HANDLERS," SECTION 33-3(2)(A)(5) TO FURTHER DEFINE WHAT CONSTITUTES A "FOOD ESTABLISHMENT"; AMENDING SECTION 33-51 PERTAINING TO GREASE TRAP REQUIREMENTS.

   AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANVEL BY AMENDING CHAPTER 33 "FOOD AND FOOD HANDLERS," SECTION 33-3(2)(A)(5) TO FURTHER DEFINE WHAT CONSTITUTES A "FOOD ESTABLISHMENT"; AMENDING SECTION 33-51 PERTAINING TO GREASE TRAP REQUIREMENTS; REPEALING PROVISIONS IN CONFLICT THEREWITH; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000.00 PER DAY FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

4. Consideration and possible action to approve Ordinance 2023-O-30; AMENDING THE CITY FISCAL YEAR 2023 BUDGET ENDING SEPTEMBER 30, 2023, BY AMENDING THE GENERAL FUND BUDGET TO ACCOUNT FOR EMERGENCY ROAD RECONSTRUCTION OF 200 FT OF PALM DESERT STREET.

   AN ORDINANCE AMENDING ORDINANCE NO. 2022-O-24 AMENDING THE CITY FISCAL YEAR 2023 BUDGET ENDING SEPTEMBER 30, 2023, BY AMENDING THE GENERAL FUND BUDGET TO ACCOUNT FOR EMERGENCY ROAD RECONSTRUCTION OF 200 FT OF PALM DESERT STREET. DIRECTING THE BUDGET OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE AMENDED BUDGET WITH THE CITY SECRETARY AND WITH THE OFFICE OF THE BRAZORIA COUNTY CLERK AND PROVIDING THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

5. Consideration and possible action to approve Resolution 2023-R-22; A RESOLUTION ADOPTING AN AMENDED PERSONNEL POLICIES AND PROCEDURES HANDBOOK DATED AUGUST 22, 2023 FOR ALL CITY EMPLOYEES; PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE.

Executive Session

City Council will convene into Executive Session pursuant to Texas Government Code, Sec. 551.072. "Deliberation regarding purchase, exchange, lease or value of real property"

Deliberations regarding public safety site in Rodeo Palms.

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

City Manager Search

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;
- An honorary or salutary 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 salutary 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 August 18, 2023, 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

CITY OF MANVEL
CORPORATE SEAL
1960
TEXAS

NOTICE OF POSSIBLE QUORUM

A quorum of the Manvel Planning, Development, and Zoning Commission and Manvel Economic Development Corporation may be in attendance at the 8/21/2023 meeting of the Manvel City Council. If such be the case, this notice shall serve as notice of meeting pursuant to the requirements of the Texas Open Meetings Act and subsequent opinions of the Texas Attorney General's Office. There will be no official City business or action of the aforementioned bodies taken during the meeting.

PROPOSED BUDGET
FISCAL YEAR 2023-24

This budget will raise more total property taxes than last year's budget by $1,926,646 (increase of 22.964%), and of that amount $1,235,669 is tax revenue to be raised from new property added to the tax roll this year.

MISSION STATEMENT

"The City of Manvel will continue to be a unique, vibrant, growth-managed community that will meet the needs of its citizens through the efforts of local government and civic-minded individuals, by promoting well-planned development, cost effective professional management, and competent and responsive municipal services."

SECTION 1 - INTRODUCTION

READER'S GUIDE

In order to present the City Council and public with a clear picture of services and their costs, this year's budget includes actual revenues and expenditures from the 2019-2020 fiscal year, the 2020-2021 fiscal year, and the 2021-2022 fiscal year. Additionally, the original budget projections, revised budget projections, and year-end estimates from FY 2022-2023 are included along with the FY 2023-2024 budget projections.

BUDGET FORMAT

This document is divided into four major sections: the introduction, financial information, operational information, and supplemental information. The introductory section contains the City Manager's letter addressed to the Mayor and City Council explaining major policies and issues that affected the development of the fiscal year budget.

The Financial and Operational sections describe various aspects of the City's organization. This information is grouped by fund and sub-divided by department. Like many local governments, the City of Manvel uses the fund method of accounting. Simply stated, a fund is a unit of the City which tracks the application of various public resources. For example, the Utility Fund is established to account for the revenues and expenditures of the City's water and wastewater operations. Most people are interested in the General Fund as it encompasses the majority of the City's operations including the Police Department, Municipal Court and the Public Works Department.

Financial information, including projected amounts for the adopted FY 2023-2024 budget year, is presented for every fund. The financial condition of each fund is presented over five years. Somewhat like a statement that might be received from a bank, each fund shows beginning balances, revenues, expenditures, and ending balances for each year. Each fund shows the actual audited amount from the previous three fiscal years, which is FY 2019-2020 through FY 2021-2022 in this document. The ending balance of the actual audited amount for FY 2021-2022 then becomes the beginning balance of the projected current fiscal year, FY 2022-2023.

The estimated FY 2022-2023 column illustrates projected amounts that can be compared to the amounts included in the original and revised budget columns for the current year. The ending balance of the estimated current fiscal year's totals then becomes the beginning balance for the FY 2023-2024 budget year. Included with the financials for each fund are narratives and tables that describe the major features of each respective fund. Each department's budget presentation includes a vision statement, accomplishments from the previous fiscal year, and operational goals for the upcoming year. Staffing levels for each department are also included and summarized over a number of years, similar to the funding information.

CITY LOCATION AND PROFILE

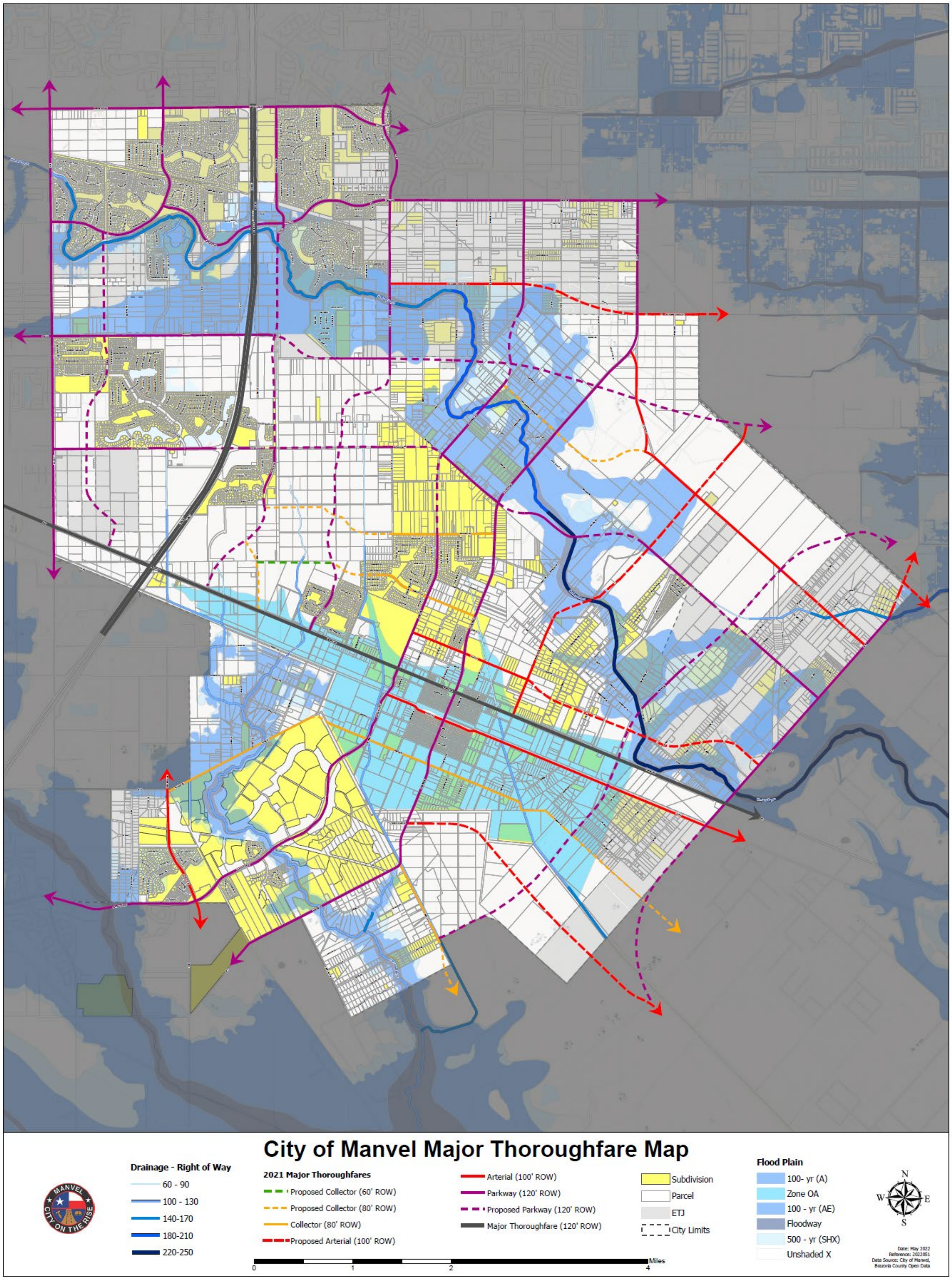
The City of Manvel was originally called Pomona in the early 1800's. When it was discovered that a city in West Texas was also named Pomona, the name was changed to Manvel. The town was named for Allen Manvel (1837-1893) who was the 11th president of the Atchison, Topeka and Santa Fe Railway. Just after the Civil War and the War of 1860, families began to settle in the area. Original settlers made Chocolate Bayou their home, with the town site itself in 1890 at the railroad crossing of the Gulf, Colorado and Santa Fe Railways. In 1931, the Texas Oil Company struck oil on property in Manvel, and it became a rich oil-producing community. Local rice production began in 1936, which is continued today as the City maintains its rural roots.

The City of Manvel was incorporated on 1960, and adopted the Home Rule Charter on 2011, pursuant to the laws of the State of Texas. The City operates under a Council-Manager form of government and provides services authorized by its charter. Presently these services include: police and fire protection, drainage, building/code inspection, planning, zoning, engineering, street repair and maintenance, park maintenance, recreational activities for citizens, and general administrative services. The City is an independent political subdivision of the State of Texas governed by an elected council (6 positions and a mayor), and is considered a primary government. As the City is considered a primary government for financial reporting purposes, its activities are not considered part of any other government or other type of reporting entity.

The City of Manvel is located approximately 20 miles south of downtown Houston, and 30 miles northwest of Galveston and the Gulf of Mexico. The City has a variety of transportation corridors as it is located in northern Brazoria County at the intersections of State Highway 288 (South Freeway) and State Highway 6. Highway 6 also serves as a partial outer loop around the City of Houston. Beltway 8, an 83-mile stretch providing a second freeway loop around Houston, is within minutes of the City of Manvel and connects with U.S. Highway 90A, U.S. Highway 59, and Interstate 10.

Without careful thought given to how growth will occur, the City could shift from a rural community to a stereotypical suburban area. Manvel is one of the largest cities in land size in the Houston area with more than 40 square miles of available land inside the city limits and extraterritorial jurisdiction (ETJ). As some family lands are sold due to less involvement in agricultural uses, subdivisions are being planned among the horse and cattle ranches of the City. The desire of the citizens is to maintain a semi-rural appeal, combining access to the amenities of a major metropolitan area with still being far enough away to offer a relaxed, family and community-oriented lifestyle.

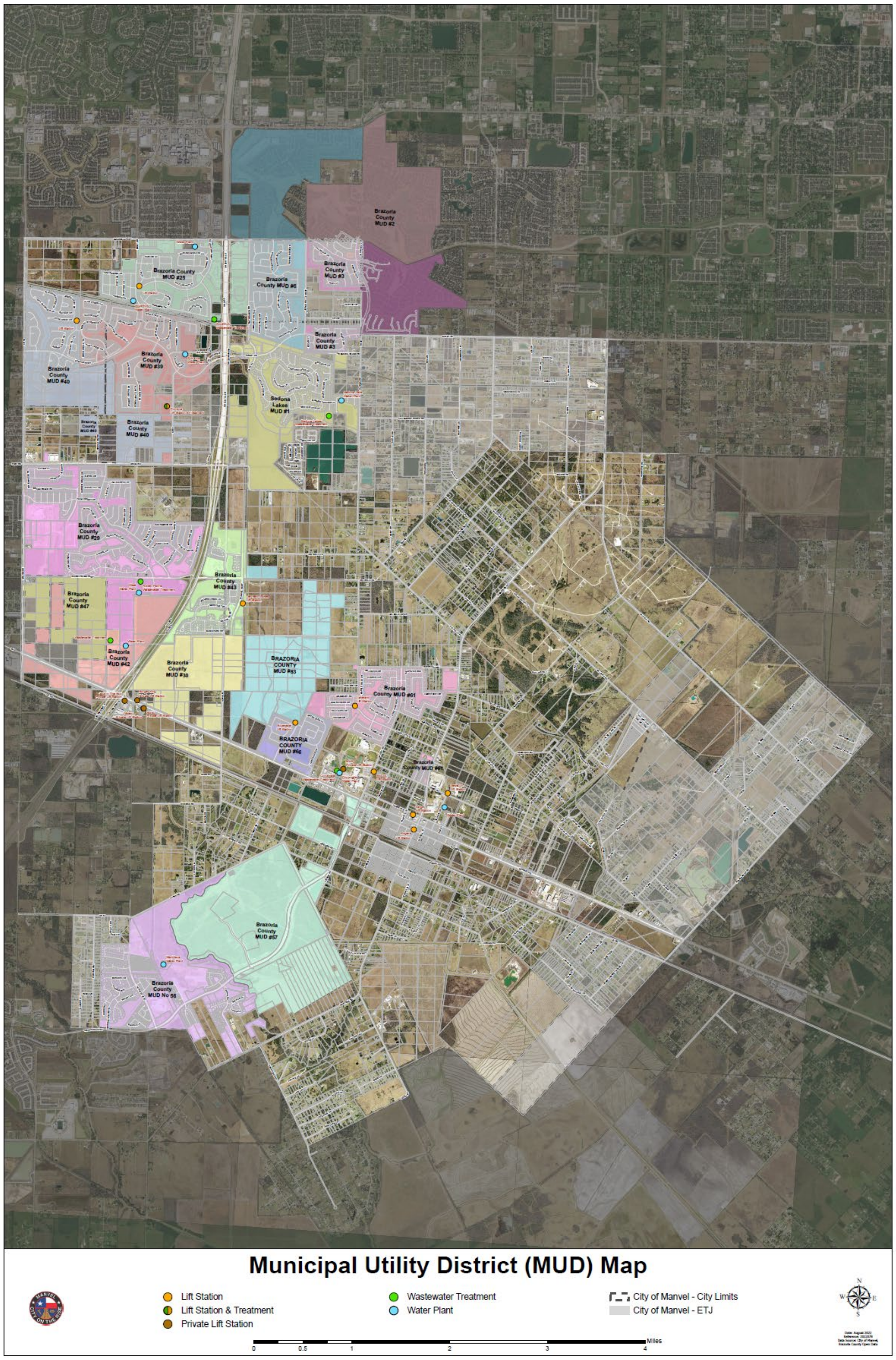
Houston's population remains in the top 5 of the country. It is anticipated that Houston's growth will spill over into the neighboring cities and counties. The Woodlands, on the northern side of Houston, is one of the fastest growing cities in the United States. Manvel is experiencing unprecedented residential development rates that puts the City's actual growth rate above previously projected population numbers. With the rapid pace of growth occurring in and around the Houston area, Manvel is becoming a desirable location to consider given its convenient access to the Medical Center, Hobby Airport, and downtown Houston. Like many of the other municipalities in Brazoria County, much of the City's development is linked to that of the entire region.



City of Manvel Major Thoroughfare Map
Drainage - Right of Way
60 - 90
100 - 130
140-170
180-210
220-250
2021 Major Thoroughfares
Proposed Collector (60' ROW)
Proposed Collector (80' ROW)
Collector (80' ROW)
Proposed Arterial (100' ROW)
Arterial (100' ROW)
Parkway (120' ROW)
Proposed Parkway (120' ROW)
Major Thoroughfare (120' ROW)
Subdivision
Parcel
ETJ
City Limits
Flood Plain
100- yr (A)
Zone OA
100 - yr (AE)
Floodway
500 - yr (SHX)
Unshaded X
N
W
E
S
0
1
2
4
Miles
Date: May 2022
Reference: 2022051
Data Source: City of Manvel, Brazoria County Open Data

MUNICIPAL UTILITY DISTRICTS (MUDs)

Concerning residential developments, the establishment of Municipal Utility Districts (MUDs) continues to be a solution in the absence of City provided utilities. A MUD is a political subdivision of the State of Texas authorized by the Texas Commission of Environmental Quality (TCEQ) to provide water, sewage, drainage and other services.



Municipal Utility District (MUD) Map

CITY MANAGER MESSAGE

August 17, 2023

City Council
City of Manvel
20025 Highway 6
Manvel, Texas 77578

Dear Mayor Davis and City Councilmembers,

In accordance with Section 8.04 of the City's Home Rule Charter and Section §102.005 of Texas Local Government Code, I am pleased to submit the *Proposed Budget for Fiscal Year 2024*. This document includes the Fiscal Year (FY) 2020, 2021 and 2022 Actual amounts, the FY2023 Original Budget, Revised Budget, and Estimated Totals, and the Proposed Budget for FY2024. Per Section 8.01 of the Charter, FY2024 begins on October 1, 2023 and ends September 30, 2024.

The budget is a policy, management, and planning document. It is also a financial report and a means of communicating with the citizens of Manvel. The staff is confident that, while conservative, the budget projections and estimates reasonably and accurately anticipate the City's revenues and requirements. With the anticipated growth in both residential and commercial developments in the city limits and extraterritorial jurisdiction that will require various municipal services, the activities, staffing levels, and projects funded in this Budget will continue to improve the efficiency and effectiveness of our operations.

This Proposed Budget contains the following Sections:

1. Introduction
2. Executive Summary
3. Financial Management Policies
4. All Funds Financial Information
5. General Fund
6. Special Revenue Funds
7. Proprietary Funds
8. Debt Service Fund
9. Capital Projects Fund
10. Supplemental Information

According to the August 4, 2023 Brazoria County Appraisal District (BCAD) Certified Appraisal Role, the *Net Taxable Value* in the City of Manvel has increased from approximately $1.5 Billion last year to over $2 Billion this year. With approximately $300 Million of the value within the Tax Increment Reinvestment Zone (TIRZ), the remaining $1.8 Billion represents the *Total Taxable Value.*

Proposed expenditures for this Proposed Budget FY2024 assume that a total property tax rate of $0.56 per $100 of valuation is adopted. This rate is slightly lower than the current year's tax rate of $0.57 per $100 of valuation. As shown in the table below, $0.56 would represent the lowest tax rate in (at least) 10 years in the City of Manvel, with the average being $0.60. The last time the City of Manvel had a tax rate of $0.56 was 25 years ago in 1998.

The following illustrates the City of Manvel Tax Rate and Net Taxable Value over the past ten years:

Fiscal Year	COM Tax Rate	Net Taxable Value (Prior Year)
2015	$ 0.58	$ 411,289,671
2016	$ 0.58	$ 474,208,894
2017	$ 0.57	$ 578,005,487
2018	$ 0.57	$ 669,955,379
2019	$ 0.69	$ 730,067,697
2020	$ 0.64	$ 830,737,358
2021	$ 0.61	$ 955,557,803
2022	$ 0.57	$ 1,128,634,287
2023	$ 0.57	$ 1,471,993,129
2024	*$ 0.56*	$ 2,022,942,450

The tax rate is composed of two parts: maintenance and operations (M&O) and debt service. As shown in Section 2, the proposed tax rate would set the M&O rate at $0.352393 and the debt service rate at $0.207607 per $100 valuation.

Should Council vote to adopt the proposed rate of $0.56, the levy generated would equate to approximately $1.3 Million dollars:

Net Taxable Value:	$ 2,022,942,450	Levy	Difference over NNR	Reduction Required
No New Revenue Rate:	$ 0.496003	$ 10,033,855	$ -	$ 1,294,622
	$ 0.50	$ 10,114,712	$ 80,857	$ 1,213,765
	$ 0.51	$ 10,317,006	$ 283,151	$ 1,011,471
	$ 0.52	$ 10,519,301	$ 485,445	$ 809,177
	$ 0.53	$ 10,721,595	$ 687,740	$ 606,883
	$ 0.54	$ 10,923,889	$ 890,034	$ 404,588
	$ 0.55	$ 11,126,183	$ 1,092,328	$ 202,294
Proposed Budget:	$ 0.56	$ 11,328,478	$ 1,294,622	$ -
Voter Approval Rate:	$ 0.560708	$ 11,342,800	$ 1,308,945	

With the proposed rate of $0.56, the impact for a $300,000 home, would equate to about $192 per year (or $16 per month) above the No New Revenue Rate:

	No New Revenue Rate	Proposed
2023 COM Tax Rate	$ 0.496003	$ 0.560000
2023 COM Tax Payment	$ 1,488	$ 1,680
Difference over NNR		$ 192

This Budget includes a Market/Performance Adjustment of (up to) 3% per employee, and a 3% Cost of Living Adjustment (COLA) for all full-time employees. This is a minimum recommended COLA to ensure competitive compensation to attract and retain qualified, high-performing, talented employees for all positions. As two reference points, City Council approved 7% for all employees last year, and the Social Security Administration (SSA) COLA for 2023 is 8.7%.

Eight of the 20 requested new staff positions are included in this Proposed Budget, including:

1. Permits Specialist (Development Services)
2. Detective (Police)
3. Telecommunications Officer (Police)
4. Animal Control Officer (Police)
5. Administrative Assistant (Fire)
6. Maintenance Technician (Public Works)
7. Maintenance Technician (Public Works)
8. Utility Technician (Utilities)

There are also 47 out of the 56 supplemental requests included in the Proposed Budget, including all 42 items from the Preliminary Proposed Budget, plus an Investigations vehicle, an Animal Control vehicle, and a Vactor Trailer Jet.

And, for the first time in Manvel, Dependent Insurance Coverage is also included in this Proposed Budget, at the following scale:

a. 0% for new hires
b. 50% at 1 year
c. 100% at 3 years or more

I look forward to working with the City Council and Staff to finalize this budget and set in motion the plan to guide us through the next year and beyond.

Respectfully submitted,

Daniel S. Johnson, P.E., CFM
Interim City Manager

SECTION 2 – EXECUTIVE SUMMARY

This document has been prepared to help you, the reader, learn of the issues affecting the Manvel community. Many people believe a city budget is only a financial plan. Although you can learn a great deal about the City of Manvel's finances from these pages, the FY 2023-2024 budget document has been designed to serve other functions as well. For example, it is a policy document that presents the major policies which guide how the City is managed. It is an operations guide which gives the public, elected officials, and City staff information pertaining to the production and performance of individual City operations. The document is also designed as a communications device in which information is conveyed verbally and graphically.

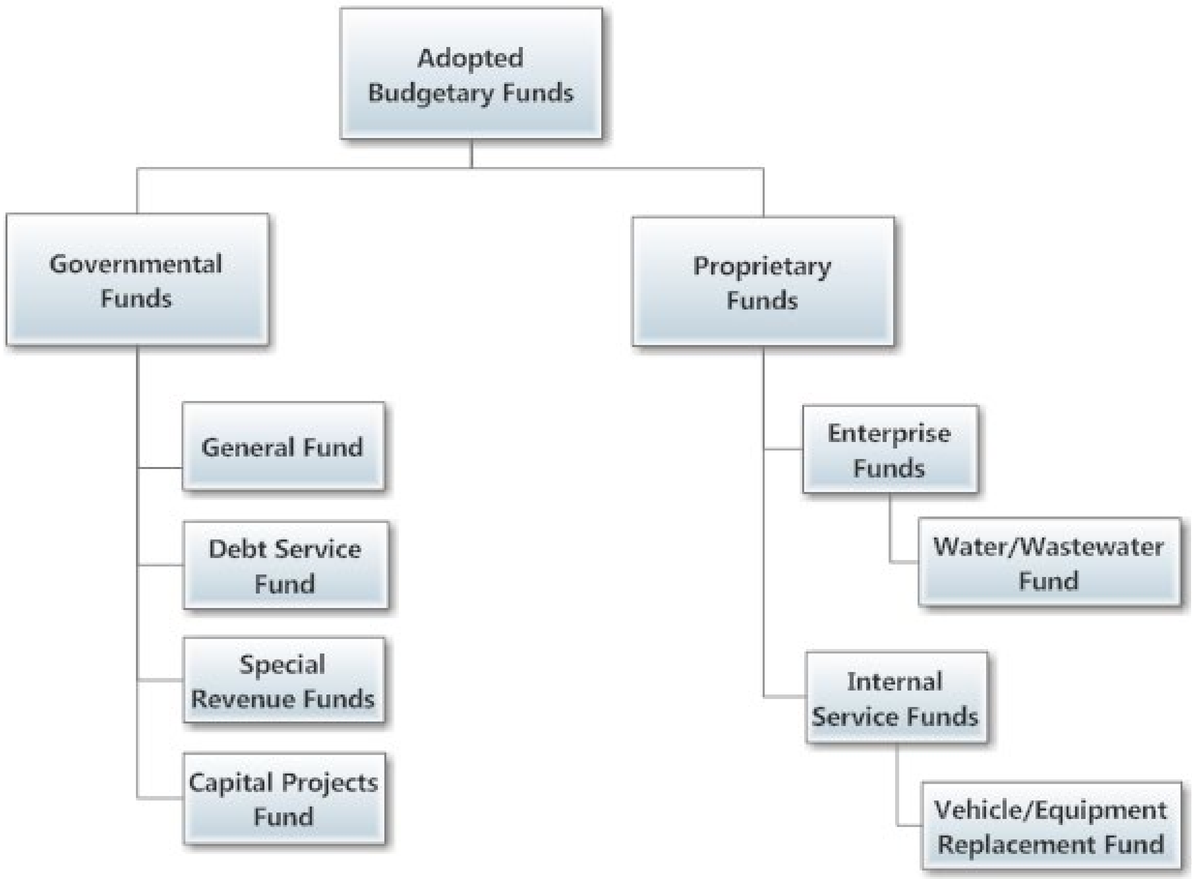
FUNDS

The **General Fund** provides detailed analysis of the City's general operating activities, revenues, expenditures, and fund balances.

Special Revenue Funds provide separate accounting for the various Special Revenue Funds that include: Community Impact Fee Fund, Hotel Occupancy Tax Fund, Court Security Fund, Court Technology Fund, Law Enforcement Fund, South Manvel Development Authority (SMDA) and the Manvel Economic Development Corporation (MEDC).

The **Capital Projects Fund** provides separate accounting for the Capital Improvement Program projects that are detailed in the program and funded either by the issuing of debt or annual budget allocations.

Enterprise Funds (Utility Fund) provide accounting for the City's water and wastewater operations which are financed and operated like a private business enterprise. Also included are Internal Service Funds which provide separate accounting for the Vehicle & Equipment Replacement Program.



BASIS OF ACCOUNTING AND BUDGETING

The City's finances are accounted for in accordance with generally accepted accounting principles (GAAP) established by the Government Accounting Standards Board (GASB). Both financial statements and budgeting documents are prepared on this basis, and all funds are included in both.

The accounts of the City are organized and operated on the basis of funds and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded in those funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service and Capital Project Funds.

Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (when they are measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all revenues are considered to be susceptible to accrual. Ad valorem, sales, hotel, and franchise tax revenues recorded in the General fund and ad valorem revenues recorded in the Debt Service fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues (except earnings on investments) are recorded as revenues when they are received in cash because they are generally not measurable until they are actually received. Investment earnings are recorded as earned since they are measurable and available. Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on long-term debt (which are all recorded when due) and compensated absences (which are recorded when payable) from currently available financial resources.

The City utilizes encumbrance accounting for its Governmental fund types, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation.

The City’s Proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

The City’s annual budgets are prepared and adopted on a basis consistent with generally accepted accounting principles (GAAP) for all governmental and proprietary funds except the capital projects fund, which adopts project-length budgets. Budgets can be amended at the department level of control by the City Council.

The issuance of Statement 34 by the Governmental Accounting Standards Board has influenced the creation and reporting of individual funds. GASB 34 essentially mandates dual accounting systems; one for government-wide (i.e. the government as a single entity) reporting and another for individual fund reporting. Under GASB 34 for individual funds, the City will continue utilizing the accounting and budgeting process as described above. However, because GASB 34 mandates the flow of economic resources measurement focus and accrual basis of accounting for government-wide reporting, extensive reconciliation must be performed to present aggregated fund information in the government-wide reporting model. Therefore, individual operating funds will be created with the objective of reducing funds of government-wide reconciliation as much as possible. When appropriate, individual funds will be examined as to whether it will be appropriate to account for them as proprietary fund types. Also, the City will limit the use of internal service funds and incorporate the financial transactions of those funds into other governmental funds.

SECTION 3 – FINANCIAL MANAGEMENT POLICIES

The City of Manvel has an important responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely, and to plan for adequate funding of services desired by the public. The main objective of the Financial Management Policy is to enable the City to achieve a long-term stable and positive financial condition. The key words of the City's financial management policy include integrity, prudent stewardship, planning, accountability, and full disclosure.

The purpose of the Financial Management Policy is to provide guidelines for planning and directing the City's day-to-day financial affairs and to assist staff in developing recommendations to the City Council. Specifically, this policy framework mandates the pursuit of the following fiscal objectives:

Revenues: Design, maintain, and administer a revenue system that will assure a reliable, equitable, diversified, and sufficient revenue stream to support desired City services.

Expenditures: Identify priority services, establish and define appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

Capital Expenditures and Improvements: Annually review and monitor the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources.

Staffing and Training: Staffing levels shall be adequate for the fiscal departments of the City to function effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Possible ways to increase efficiency shall be explored before adding staff. However, the staffing levels shall not be inadequate or marginal such that the internal controls are jeopardized or personnel turnover rates are unacceptable.

The City shall support the continuing education efforts of all financial staff including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff shall be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences, and related education efforts.

Fund Balance/Working Capital/Retained Earnings: Maintain the fund balance, working capital and retained earnings of the various operating funds at levels sufficient to protect the City's credit-worthiness as well as its financial position from emergencies.

Debt Management: Establish guidelines for debt financing that will provide needed capital equipment and infrastructure improvements while minimizing the impact of the debt payments on current and future revenues.

Investments: Invest the City's operating cash to ensure its safety, provide necessary liquidity and optimize yield.

Intergovernmental Relations: Coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis and support appropriate favorable legislation at the state and federal level.

Grants: Investigate, pursue and effectively administer federal, state and foundation grants-in-aid, which address the City's current priorities and policy objectives.

Allowance Write-Off Policy: Annually review accounts receivable to determine if collection efforts need adjustment or if accounts meet write-off qualifications.

Delinquency Policy (Utility Billing): Enforce penalties and turn-off procedures for delinquent water accounts as prescribed.

Economic Development: Initiate, encourage, and participate in economic development efforts to create job opportunities, and strengthen the local economy and tax base.

Fiscal Monitoring: Prepare and present reports for the current and multi-year periods that analyze, evaluate, and forecast the City's financial performance and economic condition.

Accounting, Auditing, and Financial Reporting: Comply with prevailing federal, state, and local statues and regulations. Conform to generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), The American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers' Association (GFOA).

Internal Controls: maintain an environment to provide management with reasonable assurance that assets are safeguarded against loss from unauthorized use of disposition.

Risk Management: Prevent and/or reduce financial impact to the City due to claims and losses through prevention, through transfer of liability, and/or through a program of self-insuring of the liability.

Budget: Develop and maintain a balanced budget which presents a clear understanding of goals, services levels, and performance standards and which shall be to the extent possible "user friendly" for citizens. Balanced budget means revenues meet or exceed expenditures.

REVENUES

Balance and Diversification in revenue sources: The City shall strive to maintain a balance diversified revenue system to protect the City from fluctuation in any one source.

User Fees: For services that benefit specific users, when possible, the City shall establish and collect fees to recover the cost of those services. Where feasible and desirable, the City shall seek to recover full direct and indirect costs whereas not to prohibit economic development. City staff shall review user fees on a regular basis to calculate their full costs recovery levels, to compare them to the current fee structure, and to recommend adjustments where necessary.

Property Tax Revenues/Tax Rates: The City shall endeavor to balance its reliance on property tax revenues by revenue diversification, implementation and continued use of user fees, and economic development. The city shall also strive to minimize tax rate increases.

Water/Wastewater Enterprise Utility Funds User Fees: Utility rates and Enterprise Funds user fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide additional funding for capital improvements, and provide adequate levels of working capital.

Revenue Estimates for Budgeting: In order to maintain a stable level of services, the City shall use a conservative, objective, and analytical approach when preparing revenue estimates for current and multi-year periods. The process shall include the analysis and probability of economic changes and their impacts on revenues, historical collection rates, and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year and mid-year service reductions.

EXPENDITURES

Current Funding Basis: The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus the planned use of fund balance accumulated through prior years' savings.

Contracted Labor: The City will utilize contracted labor for the provision of City services whenever private contractors can perform the established levels of service at the least expense to the City.

Avoidance of Operating Deficits: The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue estimates are such that an operating deficit is projected at year-end.

Maintenance of Capital Assets: Through the Vehicle/Equipment Replacement Fund and within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to continue services levels.

Periodic Program Review: Periodic program reviews for efficiency and effectiveness shall be performed. Programs not meeting efficiency of effectiveness shall be brought up to required standards or be subject to reduction or elimination.

Purchasing: The City shall make every effort to maximize any discounts offered by creditors/vendors. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. The City will follow state law concerning the amount of the purchase requiring formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall obtain the most favorable terms and pricing possible. Every effort will be made to include minority business enterprises in the bidding process.

CAPITAL EXPENDITURES AND IMPROVEMENTS

Capital Improvements Planning Program: The City shall annually review the Capital Improvement Plan (CIP), the current status of the City's infrastructure, replacement and renovation needs, and potential new projects and update the plan as appropriate. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs resource availability. For every project, all operation, maintenance and replacement costs shall be fully estimated and disclosed. The CIP shall also present the City's long-term borrowing plan, debt payment schedules, and other debt outstanding or planned including general obligation bonds, revenue bonds, certificates of obligation, and lease/purchase agreements when appropriate.

Capital Assets: A capital asset will generally be defined as equipment that exceeds $5,000 and has a useful life that exceeds one year.

Replacement of Vehicle/Equipment Capital Assets on a Regular Schedule: The City shall annually prepare a schedule for the replacement of its vehicle/equipment capital assets associated with General Fund and Water/Wastewater Utility Fund operations through the Vehicle/Equipment Replacement Fund. Capital assets included in this fund will be authorized by charges to the departments using the assets. The amortization charges will be sufficient for replacing the capital equipment at the end of its expected useful life. The amortization charges application of those funds for replacement purposes will be accounted for in the Vehicle/Equipment Replacement Fund.

FUND BALANCE

General Fund Undesignated Fund Balance: The City shall strive to maintain the General Fund undesignated fund balance at a target of 20% with the minimum being 15% and the maximum being 25%. However, auditors recommend that every municipality keep a 6-month reserve which would be 50%.

Debt Service Fund Balance: The City shall strive to maintain the Debt Service Fund balance at a target of 20% with the minimum being 15% and the maximum being 25%.

Utility Working Capital and Retained Earnings of Other Operating Funds: In other operating funds, the City shall strive to maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the minimum working capital in the Utility Fund shall be a target level of 20% of current year budgeted operating expenditures with the minimum being 15% and the maximum balance being 25%.

Use of the Fund Balance/Retained Earnings: Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases and capital projects that cannot be accommodated through current year savings. Should such use reduce the balance below the minimum level set as the objective for that fund, recommendations will be made on how to restore it.

DEBT MANAGEMENT

Use of Debt Financing: Debt financing shall only include general obligation bonds, revenue bonds, certificates of obligation, tax notes and lease/purchase agreements.

Amortizations of Debt: Amortization of debt shall be structured in accordance with a multi-year capital improvement plan. The term of a debt issue will never exceed the useful life of the capital asset being financed.

Affordability Targets: The City shall use an objective analytical approach to determine whether it can afford to assume new debt beyond the amount it retires each year. This process shall compare general accepted standards of affordability to the current values for the City. These standards shall include debt per capita, debt as a percent of taxable value, debt service payments as a percent of current revenues and current expenditures, and the level of overlapping net debt of all local taxing jurisdictions. The process shall also examine the direct costs and benefits of the proposed expenditures as determined in the City's annual update to the Capital Improvement Plan. The decision on whether or not to assume new debt shall be based on these costs and benefits.

Bidding Parameters: The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market condition and other prevailing factors. Parameters to be examined include:

- Limits between lowest and highest coupons
- Coupon requirements relative to the yield curve
- Method of underwriter compensation, discount or premium coupons
- Use of True Interest Cost (TIC) vs. Net Interest Cost (NIC)
- Use of bond insurance
- Deep discount bonds
- Variable rate bonds
- Call provisions

Bond Issuance Advisory Fees and Costs: The city will be actively involved in the selection of all financial advisors, underwriters, paying agents, and bond counsel. The City will carefully itemize and scrutinize all costs associated with the issuances of the bonds.

Sale Process: The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated bid.

Rating Agencies Presentation: Full disclosure of operations and open lines of communication shall be made to the rating agencies. City staff, with assistance of financial advisors, shall prepare the necessary materials and presentation to the rating agencies.

Continuing Disclosure: The City is committed to continuing disclosure of financial and pertinent credit information relevant to the City's outstanding securities.

Debt Refunding: The Finance Director and the financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. A proposed refunding of debt should provide value benefit as a percent of refunded principal of at least 3.5%.

INVESTMENTS

The city cash shall be invested in such a manner so as to ensure the absolute safety of principal and interest, to meet the liquidity needs of the City, and to achieve the highest possible yield in accordance with the City's Investment Policy. Interest earned from investment shall be provided. Cash forecasting models and procedures will be employed to maximize the amount of investment funds.

GRANTS

Grant Guidelines: The City shall seek, apply for, and obtain those grants that are consistent with priority needs and objectives identified by City Council.

Indirect Costs: The City shall recover indirect costs to the maximum amount allowed by the funding source. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.

Grant Review: The City shall review all grant submittals for their cash or in-kind match requirement, their potential impact on the operating budget, and the extent which they meet the City's policy objectives. If there are cash match requirements, the source of funding shall be identified and approved prior to application.

Grant Program Termination: The City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available unless alternate funding is identified.

ALLOWANCE WRITE-OFF POLICY

Write-offs of Accounts Receivables (A/R) are reviewed annually by the Director of Finance. Receivables are eligible for write-off after 18 months have elapsed. Documentation of notices, letters, and telephone calls should be made for each write-off.

Exceptions:

- Legal notification that account balances have been discharged through bankruptcy or legal notification of death of the debtor.
- Cases of forgery, involving the police, may be submitted for write-off prior to the 18-month stipulation only if accompanied by police reports and full documentation of the case. It must also be determined whether there is any possibility of recovery.
- If an account has recorded payment activity within four (4) months prior to 18 months, the account should not be considered for write-off.

DELINQUENCY POLICY (UTILITY BILLING)

If the utility account is not paid when due, the city shall assess a fee that has been adopted by the City Council for delinquency payment and give notice that the utility account is delinquent.

In addition, the notice shall:

- Set a date for water turn-off; and
- Specify that service will be shut off unless payment in full is made to the city by stipulated date; and
- Advise that an additional charge per the ordinance adopted by the city council will be added to the bill when service is reconnected.

Extensions can only be granted by Director of Finance but only for a maximum of 12 months.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

The City shall comply with prevailing local, state, and federal regulations. Its accounting practices and financial reporting shall conform to generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Governmental Finance Officers Association (GFOA). The City Council shall select an independent firm of certified public accountants to perform an annual audit of all operations. The audit firm must demonstrate that they have the breadth and depth of staff to handle the City’s audit in a timely manner. The audited financial statement should be prepared and presented to Council for approval within 120 days of the close of the fiscal year.

Consideration regarding the potential for inclusion of other entities, organizations, or functions in the City’s reporting entity is based on criteria prescribed by generally accepted accounting principles (GAAP). These same criteria are evaluated in considering whether the City is a part of any other governmental or reporting entity. The overriding elements associated with prescribed criteria considered in determining the City's financial reporting entity status as that of a primary government are that it has a separately elected governing body, it is legally separate, and it is fiscally independent of other state and local governments. Additional prescribed criteria under generally accepted accounting principles include considerations pertaining to organizations for which the primary government is financially accountable, and considerations pertaining to other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

INTERNAL CONTROLS

The Director of Finance is responsible for the development of citywide written guidelines on purchasing, cash handling, internal controls, and other financial matters. The Director of Finance will assist department managers as needed in tailoring these guidelines into detailed written procedures to fit each department’s specific requirements. Each department manager is responsible to ensure that good internal controls are followed throughout his or her department, that all finance department guidelines on purchase and internal controls are implemented, and that all independent auditor control recommendations are addressed.

SECTION 4 – ALL FUNDS FINANCIAL INFORMATION

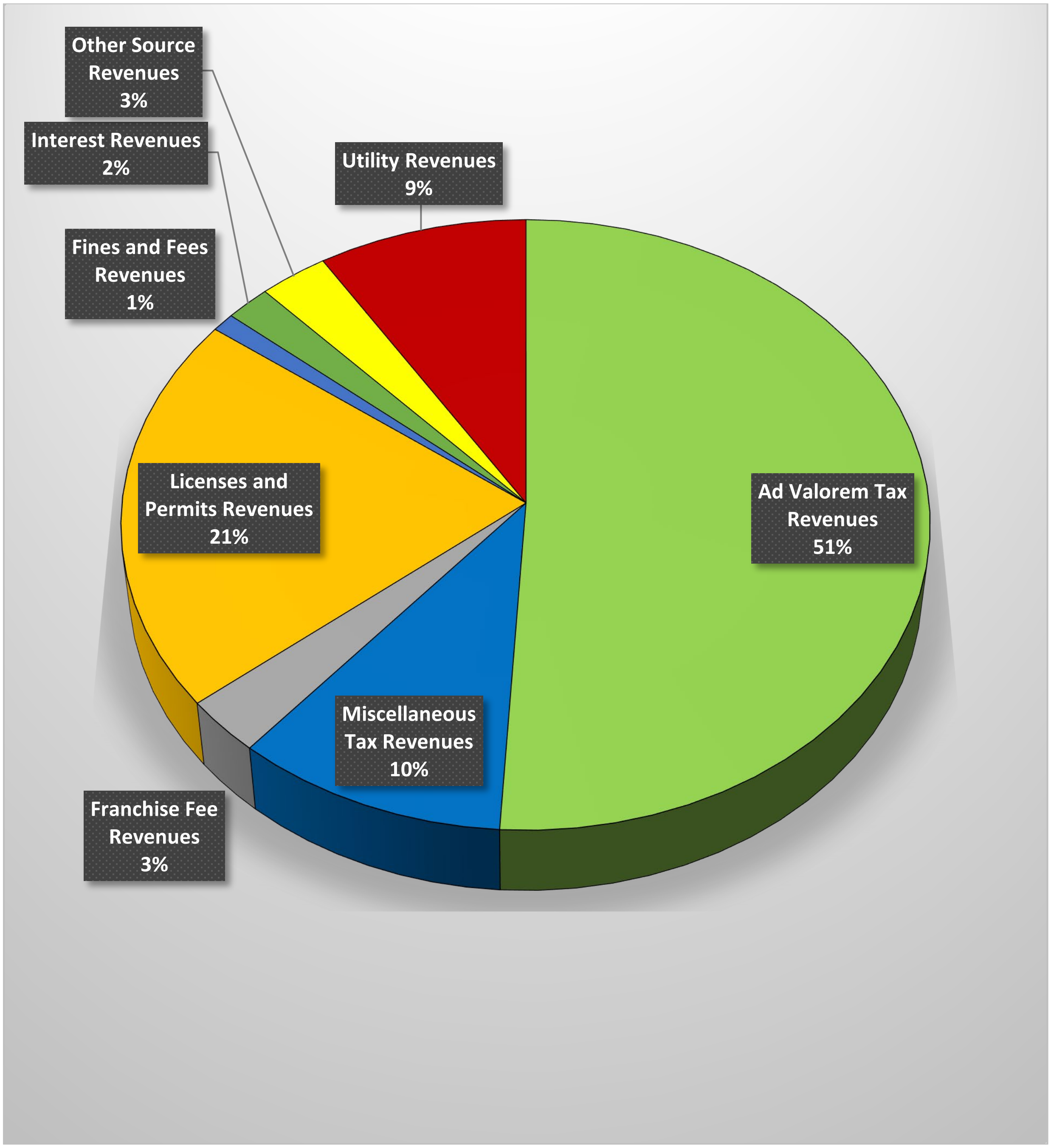
Revenues by Type

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Revenues							
Ad Valorem Tax Revenues	5,471,398	5,896,614	6,496,082	8,286,500	8,286,500	8,365,655	11,422,248
Miscellaneous Tax Revenues	2,884,378	3,464,306	3,396,134	3,645,000	3,685,000	3,007,776	2,291,400
Franchise Fee Revenues	577,439	593,435	641,051	605,000	605,000	490,747	665,000
Licenses and Permits Revenues	3,274,956	4,625,182	4,469,876	5,030,646	5,030,646	3,706,072	4,708,500
Fines and Fees Revenues	297,102	248,724	187,402	275,150	275,150	267,331	222,500
Interest Revenues	250,425	20,824	215,264	63,500	63,500	1,555,981	433,500
Other Source Revenues	5,951,479	1,064,930	667,569	92,200	92,200	101,082	661,200
Utility Revenues	1,787,924	2,582,111	4,681,329	1,975,261	1,975,261	1,593,569	2,006,806
Transfer-In Revenues	2,826,806	17,336,378	0	14,147,169	49,760,497	49,565,093	49,340,723
Total Revenues	**23,321,909**	**35,832,503**	**20,754,706**	**34,120,426**	**69,773,754**	**68,653,306**	**71,751,877**

Revenues by Fund

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Revenues by Fund							
General Fund	10,902,074	11,587,678	12,015,798	13,765,946	14,065,946	12,548,847	15,106,650
Vehicle Replacement Fund	284,000	285,173	345,058	280,000	280,000	307,595	280,000
Debt Service Fund	1,934,420	2,086,674	1,970,539	3,042,500	3,042,500	3,066,373	3,832,748
Utility Operating Fund	1,639,820	1,970,162	4,559,047	1,772,761	1,772,761	1,515,396	2,114,441
Impact Fee Fund	470,286	713,690	147,820	210,000	210,000	82,194	250,000
Capital Projects Fund	2,431,051	3,642,361	204,278	12,434,069	47,762,397	48,077,291	45,899,888
Capital Projects Bond Fund	4,411,823	13,617,516	-	-	-	-	-
Parks Fund	25,000	429,100	-	308,100	333,100	333,100	308,100
Hotel Tax Fund	58,657	71,830	68,366	45,000	45,000	99,715	45,000
Municipal Jury Fund	-	38	150	150	150	177	150
Court Security Fund	7,794	6,645	7,624	15,000	15,000	929	7,000
Truancy Prevention Fund	-	1,913	7,380	5,900	5,900	10,611	5,900
Court Technology Fund	8,471	5,933	4,751	10,000	10,000	11,824	7,000
Law Enforcement Fund	0	-	-	1,000	1,000	3,376	1,000
PEG Fee Fund	16,414	18,321	16,956	50,000	50,000	45,335	50,000
SMDA Fund	89,059	130,507	3,004	151,000	151,000	941,257	1,622,500
TIRZ#3 Fund	86,055	130,211	267,844	416,500	416,500	649,743	1,621,500
MEDC Fund	956,985	1,134,750	1,136,091	1,612,500	1,612,500	959,544	600,000
Total Revenues by Fund	**23,321,909**	**35,832,503**	**20,754,706**	**34,120,426**	**69,773,754**	**68,653,306**	**71,751,877**

Revenues by Type (Exclude Transfers)
FY 2023-2024: $22,411,154



Expenditures by Type

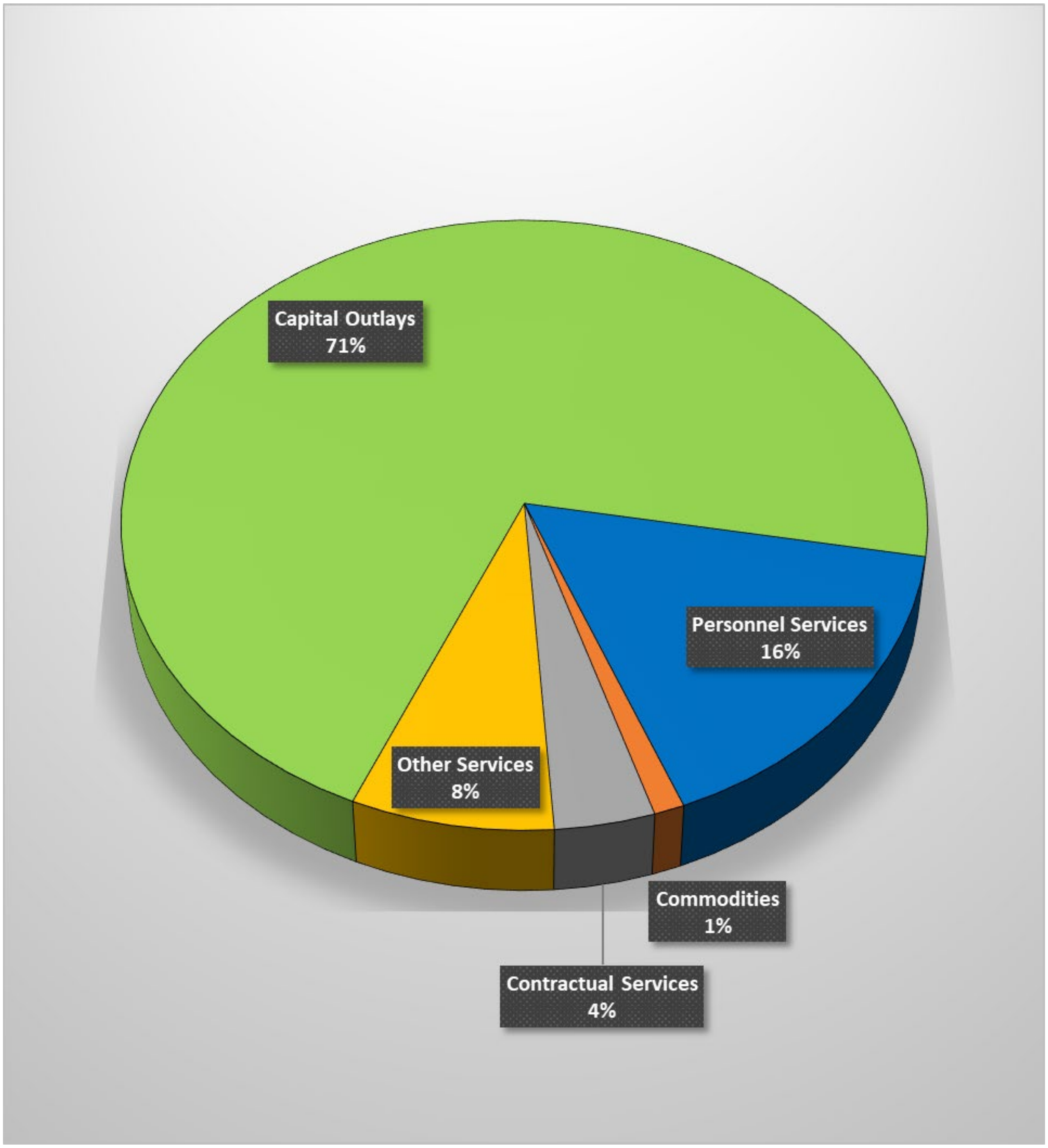
	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Expenditures							
Personnel Services	4,691,243	5,369,610	7,458,179	9,326,207	9,515,077	9,119,157	11,263,406
Commodities	300,266	410,051	586,893	616,950	615,674	606,152	797,450
Contractual Services	1,961,650	1,963,303	2,416,869	2,440,100	2,459,243	2,322,353	2,629,835
Other Services	2,996,798	3,321,159	3,603,832	4,898,600	3,856,039	4,154,253	5,308,598
Capital Outlays	6,811,149	5,307,881	6,840,093	15,442,069	50,770,397	3,469,595	49,569,588
Transfer-Out	14,703,483	17,336,378	0	1,396,500	1,396,500	1,765,572	2,354,500
Total Expenditures	**31,464,589**	**33,708,381**	**20,905,867**	**34,120,426**	**68,612,931**	**21,437,083**	**71,923,377**

Expenditures by Fund

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Expenditures by Fund							
General Fund	8,290,046	10,608,350	11,543,803	13,765,946	13,948,301	12,909,531	15,106,650
Vehicle Replacement Fund	144,055	115,054	161,504	280,000	280,000	259,027	280,000
Debt Service Fund	1,874,390	2,012,411	2,003,971	3,042,500	2,004,322	3,055,606	3,832,748
Utility Operating Fund	1,196,258	1,351,239	1,685,774	1,767,761	1,767,761	1,341,527	2,114,441
Impact Fee Fund	405,000	1,390,411	-	210,000	210,000	157,985	250,000
Capital Projects Fund	14,459,406	4,327,194	5,072,486	12,434,069	47,762,397	2,677,697	45,899,888
Capital Projects Bond Fund	4,106,020	13,617,516	-	-	-	-	-
Parks Fund	23,690	36,679	234,962	308,100	333,100	106,097	308,100
Hotel Tax Fund	1,070	3,598	75	45,000	45,000	230	45,000
Municipal Jury Fund	-	-	15	150	150	177	150
Court Security Fund	-	-	3,355	15,000	15,000	-	7,000
Truancy Prevention Fund	-	-	5,203	5,900	5,900	10,260	5,900
Court Technology Fund	11,756	11,733	1,375	10,000	10,000	-	7,000
Law Enforcement Fund	-	-	-	1,000	1,000	-	1,000
PEG Fee Fund	-	-	-	50,000	50,000	-	50,000
SMDA Fund	6,625	-	-	151,000	151,000	-	594,000
TIRZ#3 Fund	86,055	130,211	-	416,500	416,500	917,587	1,621,500
MEDC Fund	860,219	103,984	193,343	1,612,500	1,612,500	1,360	1,800,000
Total Expenditures by Fund	**31,464,589**	**33,708,381**	**20,905,867**	**34,115,426**	**68,612,931**	**21,437,083**	**71,923,377**

Expenditures by Type (Exclude Transfers)

FY 2022-23: $69,568,877

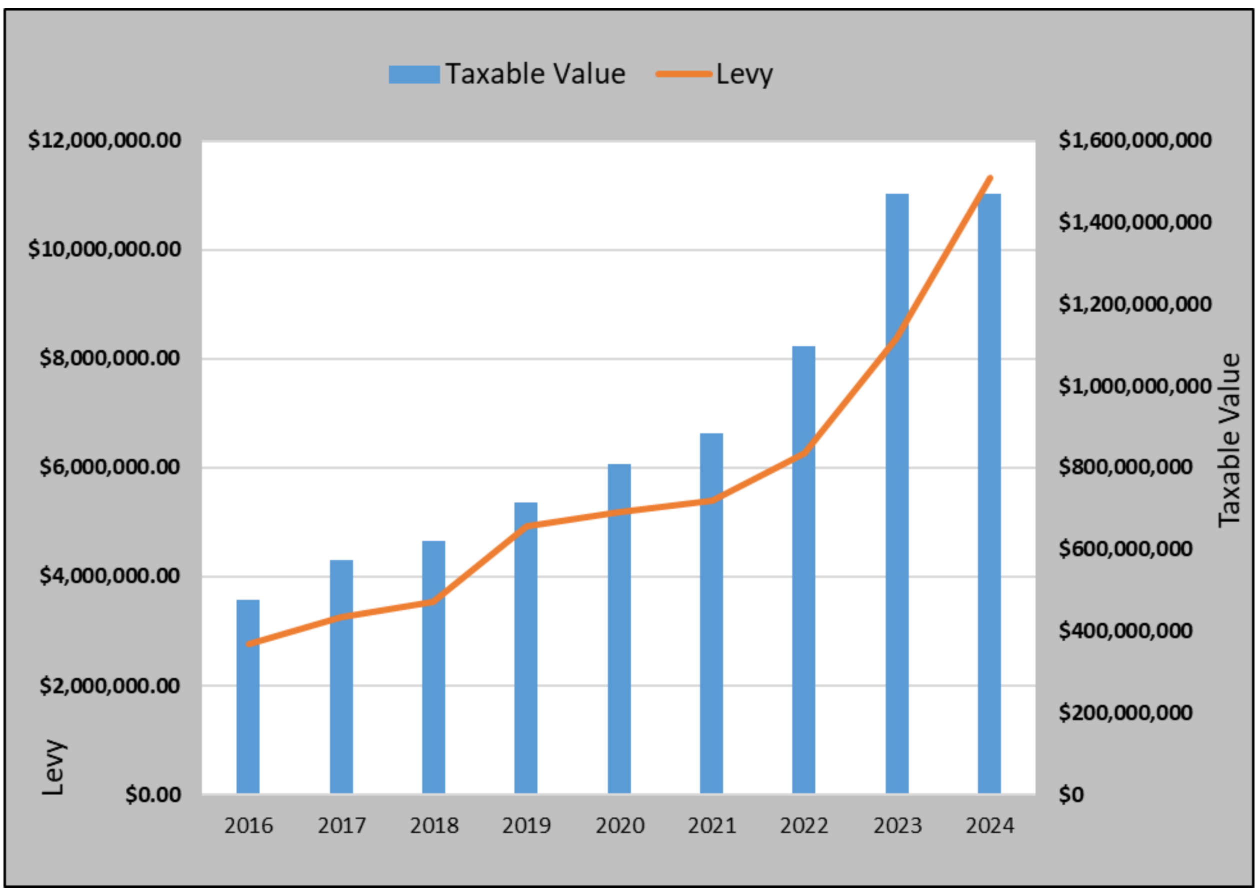


PROPERTY TAXES

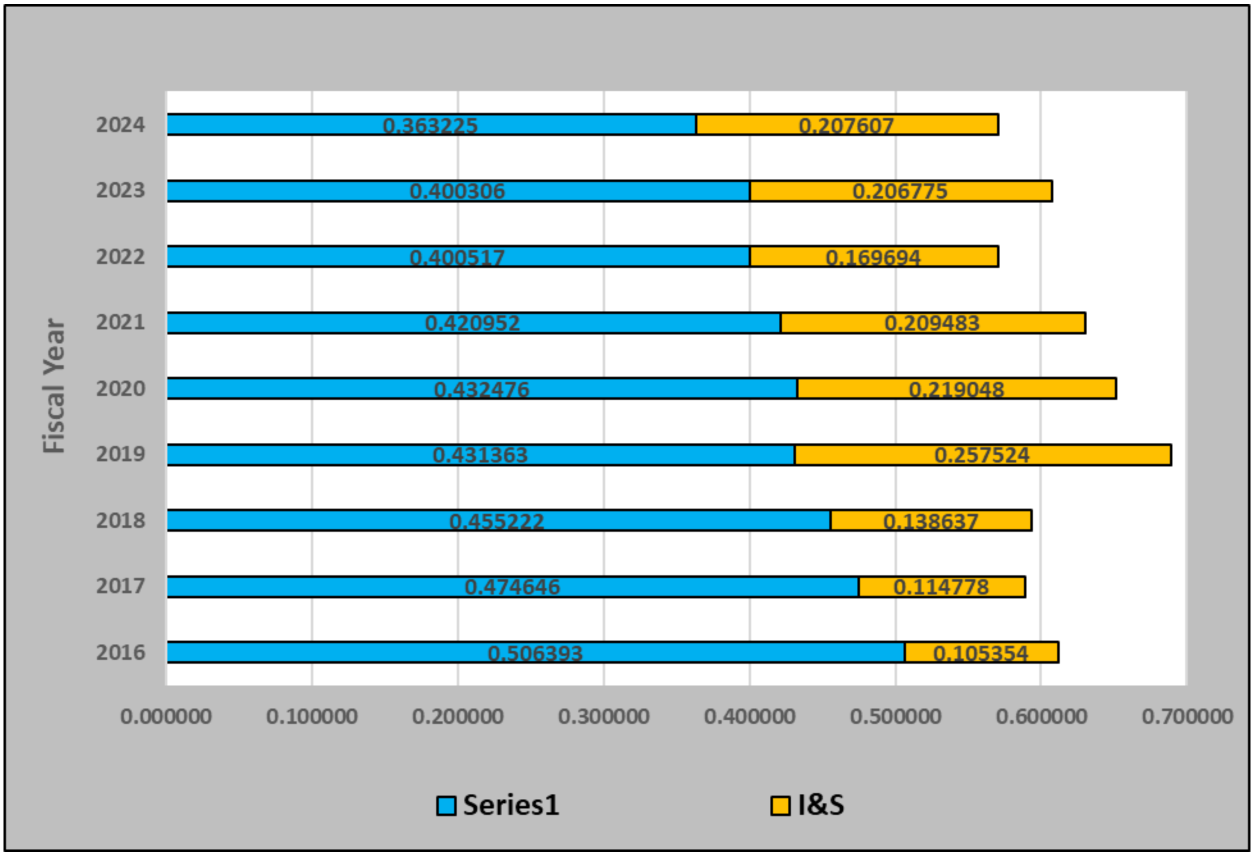
Property Tax Assessments

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Total Taxable Value	$810,269,077.00	$885,427,912.00	$1,098,453,451.00	$1,471,993,129.00	$2,022,942,450
General Fund Tax Rate (M&O)	$0.420952/$100	$0.400517/$100	$0.400306/$100	$0.363225/$100	$0.302393/$100
Debt Service Tax Rate (I&S)	$0.219048/$100	$0.209483/$100	$0.169694/$100	$0.206775/$100	$0.207607/$100
Total Tax Rate	$0.640000/$100	$0.610000/$100	$0.570000/$100	$0.570000/$100	$0.560000/$100
General Fund Revenues	$3,410,843.89	$3,546,289.31	$4,397,175.07	$5,346,647.04	$6,117,236.36
Debt Service Fund Revenues	$1,774,878.21	$1,854,820.95	$1,864,009.60	$3,043,713.79	$4,199,770.13

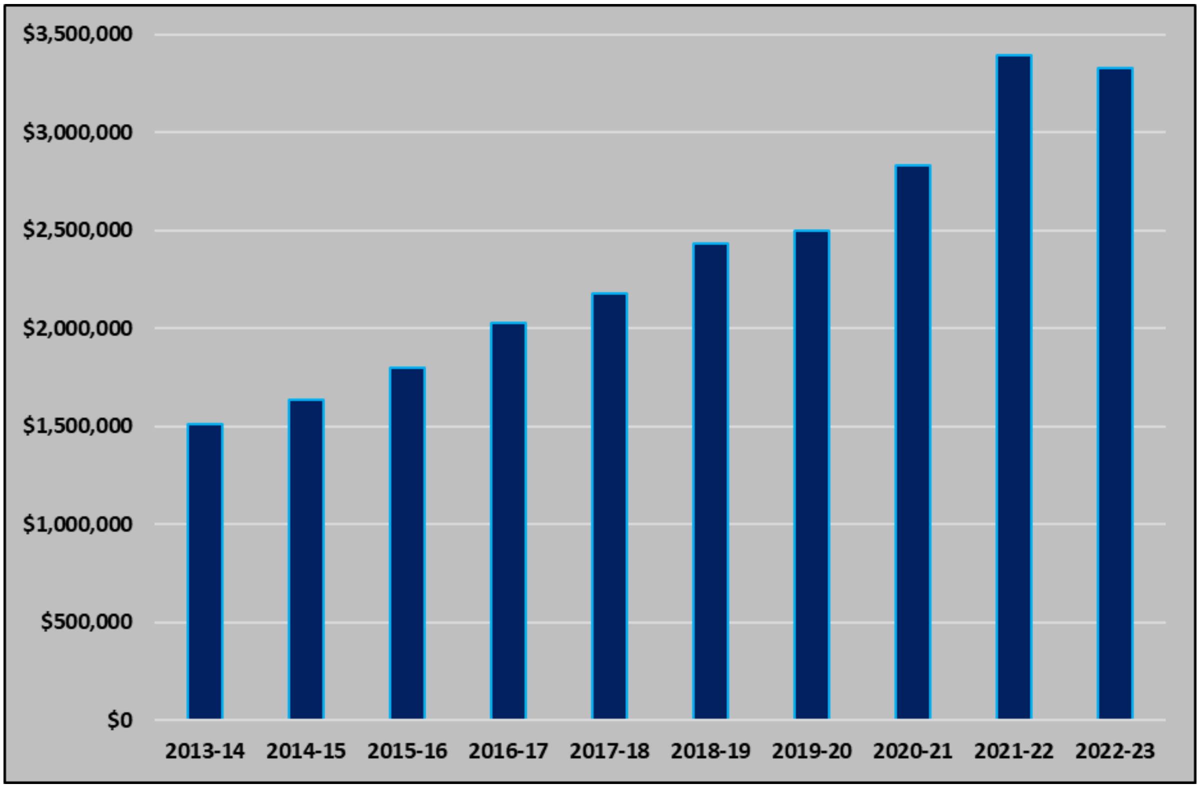
Property Tax Values and Levy
10-Year Historical Comparison



Property Tax Rates
10-Year Historical Comparison



Sales Tax Collections
10-Year Historical Comparison



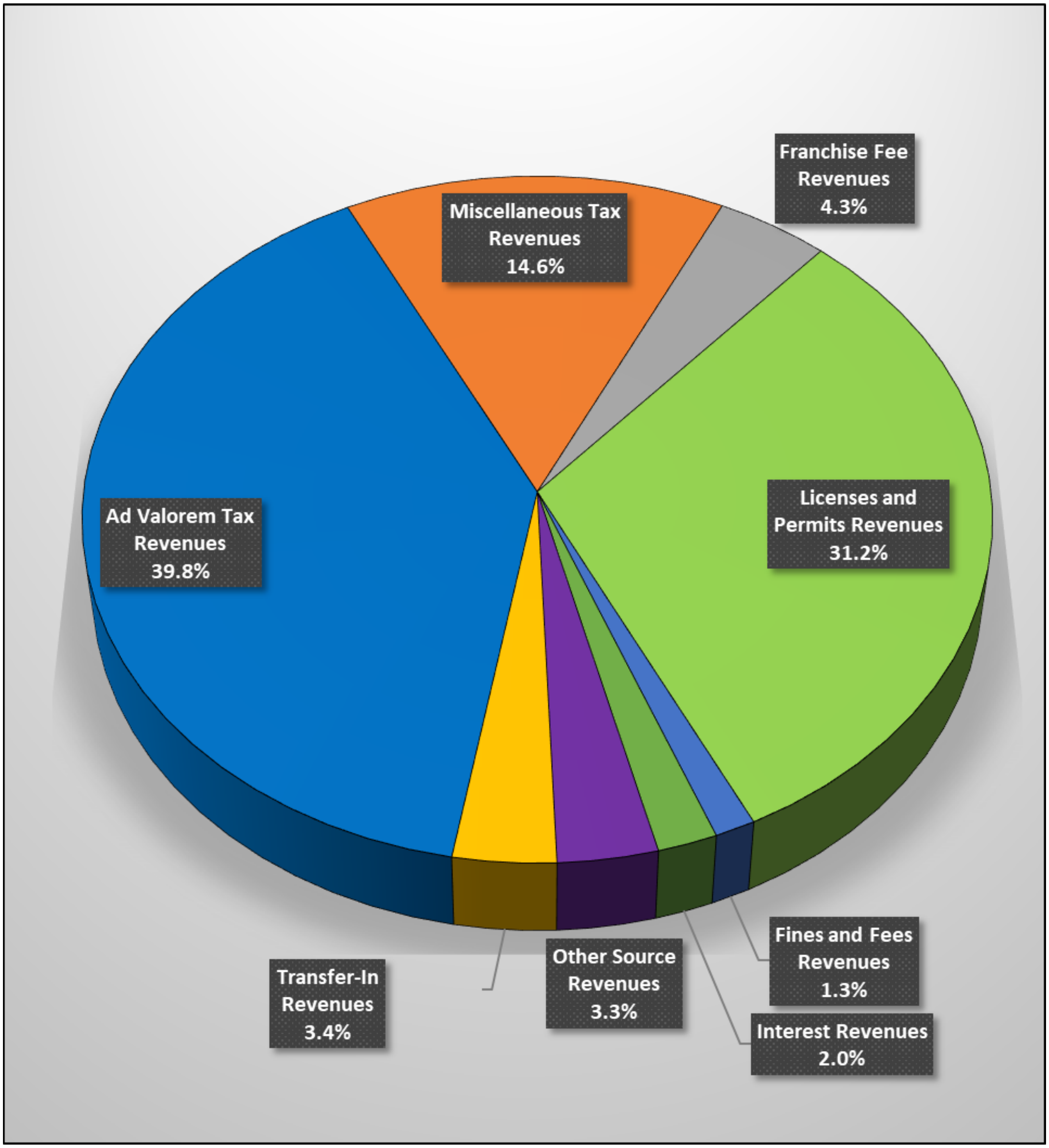
SECTION 5 – GENERAL FUND

The General Fund accounts for resources traditionally associated with governments which are not required to be accounted for in another special fund. The General Fund is usually the most encompassing fund which includes the departments that account for the City's day-to-day operations. During the budget process, it is the General Fund that receives the most attention from City staff, Council, and the public. The attention is well deserved because it is this fund that reflects most of the critical issues affecting the community, from establishing a tax rate to determining employee staffing and benefits.

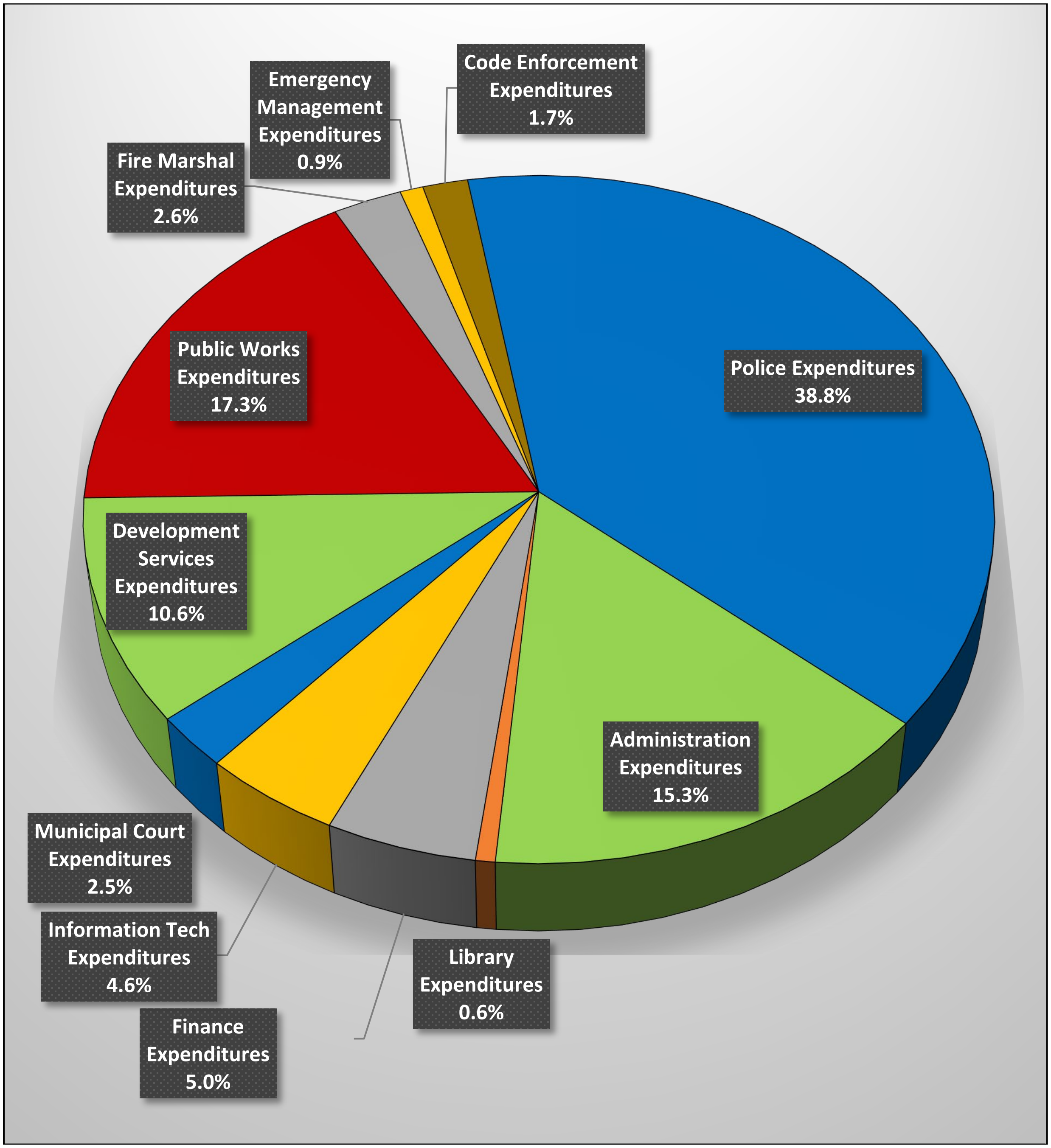
The anticipated ending fund balance in the General Fund for FY 2023-2024 is projected to be $6.6 million. Revenues in the General Fund for the proposed FY 2023-2024 budget are $15,106,650. Revenues are $540 thousand more than FY 2022-2023 budgeted value. Even with a projected decrease in property tax rates due to higher property values, there will be an estimated addition of $1.14 million to property tax revenue. The other major revenue sources for the 2023-2024 budget will be sales taxes and license and permit fees collected from the builders empowering the growth throughout Manvel.

Expenditures for operations in the FY 2023-2024 budget are also $15,106,650 (as is expected in a balanced budget) which is an increase from the previous year's projected budgeted amount. As the City continues to grow, the expenditures will grow as well. Personnel will be needed to continue public works service, permitting, planning, and code enforcement. The Police Department will also continue to need personnel to keep ratios of police officers to citizens within optimal limits. Descriptions, goals and personnel staffing are included in each departmental section.

General Fund Revenues by Type
FY 2023-2024: $15,106,650



General Fund Expenditures by Department
FY 2023-2024: $15,106,650



SUMMARY OF EXPENDITURES AND REVENUES

Revenues by Type and Expenditures by Department

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
General Fund Revenues							
Ad Valorem Tax Revenues	3,560,762	3,810,079	4,401,665	4,875,000	4,875,000	4,738,632	6,015,500
Miscellaneous Tax Revenues	1,878,274	2,261,651	2,178,857	2,400,000	2,400,000	2,021,946	2,206,400
Franchise Fee Revenues	561,025	575,113	624,095	595,000	595,000	485,412	655,000
Licenses and Permits Revenues	3,274,956	4,625,182	4,469,876	5,030,646	5,030,646	3,706,072	4,708,500
Fines and Fees Revenues	280,838	234,194	167,537	257,000	257,000	240,930	203,850
Interest Revenues	62,547	5,966	88,365	25,000	25,000	497,405	300,000
Other Source Revenues	783,672	75,493	85,403	83,300	83,300	58,450	501,400
Transfer-In Revenues	500,000	-	-	500,000	800,000	800,000	516,000
Total General Fund Revenues	**10,902,074**	**11,587,678**	**12,015,798**	**13,765,946**	**14,065,946**	**12,548,847**	**15,106,650**
General Fund Expenditures							
Administration Expenditures	2,323,951	3,739,164	2,030,605	2,908,589	3,208,589	3,117,218	2,310,159
Library Expenditures	80,915	82,759	89,761	92,300	92,300	93,105	97,860
Finance Expenditures	366,433	402,179	551,983	652,852	652,852	564,296	751,692
Information Tech Expenditures	293,297	363,370	537,384	665,764	665,764	506,536	690,949
Municipal Court Expenditures	284,105	301,153	287,652	329,484	329,484	321,563	382,452
Development Services Expenditures	1,054,433	964,534	1,413,397	1,598,881	1,598,881	1,501,157	1,598,681
Public Works Expenditures	952,821	1,587,913	1,842,151	2,001,767	2,001,767	2,005,418	2,615,658
Fire Marshal Expenditures	294,508	212,027	289,820	264,260	146,615	398,566	398,566
Emergency Management Expenditures	77,106	21,126	54,907	527,500	527,500	68,155	134,500
Code Enforcement Expenditures	-	-	-	250,434	250,434	169,782	261,626
Police Expenditures	2,562,478	2,934,125	4,409,629	4,474,115	4,474,115	4,362,665	5,864,508
Total General Fund Expenditures	**8,290,045**	**10,608,350**	**11,507,289**	**13,765,946**	**13,948,301**	**13,108,460**	**15,106,650**
Net Revenues Over Expenditures	**2,612,029**	**979,327**	**508,509**	**-**	**117,645**	**(559,613)**	**(0)**
Fund Balance - Beginning	4,871,242	6,983,271	7,962,598	8,471,107	8,471,107	8,471,107	7,111,494
Fund Balance - Transfer Out	(500,000)	-	-	(500,000)	(800,000)	(800,000)	(516,000)
Fund Balance - Ending	**6,983,271**	**7,962,598**	**8,471,107**	**7,971,107**	**7,788,752**	**7,111,494**	**6,595,494**
Fund Balance Reserve	45%	60%	66%	62%	60%	68%	47%
# of days coverage	163.20	220.12	242.04	224.76	219.97	246.56	171.94

Revenues – Details by Type

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
General Fund Revenues							
Ad Valorem Tax Revenues							
10-01-4000 Current Ad Valorem Tax Rev.	3,417,297	3,694,319	4,303,013	4,725,000	4,725,000	4,642,680	5,940,500
10-01-4005 Personal Property Taxes	689	2,035	11,544	17,500	17,500	31,263	15,000
10-01-4010 Delinquent Ad Valorem Tax Revenue	122,717	91,051	63,822	110,000	110,000	24,674	30,000
10-01-4011 P&I on Ad Valorem Taxes	20,059	22,673	23,285	22,500	22,500	40,015	30,000
Total Ad Valorem Tax Revenues	**3,560,762**	**3,810,079**	**4,401,665**	**4,875,000**	**4,875,000**	**4,738,632**	**6,015,500**
Miscellaneous Tax Revenues							
10-02-4030 Sales Tax Revenues	1,885,016	2,261,651	2,218,512	2,400,000	2,400,000	2,021,946	2,240,000
10-02-4031 Sales Tax Rebate	(6,742)	-	(39,655)	-	-	-	(33,600)
Total Miscellaneous Tax Revenues	**1,878,274**	**2,261,651**	**2,178,857**	**2,400,000**	**2,400,000**	**2,021,946**	**2,206,400**
Franchise Fee Revenues							
10-03-4101 Gas Franchise Fees	31,793	20,678	26,533	30,000	30,000	41,885	45,000
10-03-4102 Electric Franchise Fees	309,501	320,488	322,810	325,000	325,000	221,581	330,000
10-03-4103 Cable Franchise Fees	41,112	52,398	58,941	55,000	55,000	32,464	55,000
10-03-4104 Telephone Franchise Fees	41,177	23,598	17,311	25,000	25,000	1,967	25,000
10-03-4105 Solid Waste Franchise Fees	137,442	157,950	198,500	160,000	160,000	187,515	200,000
Total Franchise Fee Revenues	**561,025**	**575,113**	**624,095**	**595,000**	**595,000**	**485,412**	**655,000**
Licenses and Permits Revenues							
10-04-4200 Permits CC Convenience Fees	20,423	49,317	32,144	55,000	55,000	-	-
10-04-4203 Permits & Licenses	2,538,027	3,557,527	3,476,868	3,947,146	3,947,146	2,971,161	4,000,000
10-04-4204 Licenses & Permits PD	5,641	4,385	7,983	7,500	7,500	6,338	7,500
10-04-4205 Rezoning Application fees	-	-		-	-	1,000	-
10-04-4206 Abandonment Fees	1,000	1,000	1,000	1,000	1,000	107,602	1,000
10-04-4207 Plat Fees	93,061	149,834	109,865	120,000	120,000	619,971	100,000
10-04-4208 Plan Reviews	616,804	839,916	842,016	900,000	900,000	-	600,000
10-04-4209 Planned Unit Dev. Fees	-	23,152	-	-	-	-	-
10-04-4210 Events Fees	-	50	-	-	-	-	-
Total Licenses and Permits Revenues	**3,274,956**	**4,625,182**	**4,469,876**	**5,030,646**	**5,030,646**	**3,706,072**	**4,708,500**
Fines and Fees Revenues							
10-05-4400 Court Fines	272,955	226,480	164,488	250,000	250,000	236,812	200,000
10-05-4401 Rev Court Fines	7,883	7,714	3,048	7,000	7,000	3,474	3,500
10-05-4404 OMNI/TLFTA Revenue	-	-	-	-	-	644	350
Total Fines and Fees Revenues	**280,838**	**234,194**	**167,537**	**257,000**	**257,000**	**240,930**	**203,850**
Interest Revenues							
10-06-4600 Interest Income	62,547	5,966	88,365	25,000	25,000	497,405	300,000
Total Interest Revenues	**62,547**	**5,966**	**88,365**	**25,000**	**25,000**	**497,405**	**300,000**
Other Source Revenues							
10-07-4701 Skynet - Lease Rental	8,400	8,400	8,400	8,400	8,400	7,700	8,400
10-07-4704 Grant Revenue	642,076						
10-07-4721 Pipeline Application	-	-	7,000	-	-	-	-
10-07-4723 Pipeline ROW Crossing Fees	48,600	23,000	39,100	40,000	40,000	24,000	25,000
10-07-4800 Insurance & Other Reimbursements	825	12,170	532	1,000	1,000	1,242	1,000
10-07-4802 AISD Dispatch	8,000	8,000	12,000	12,000	12,000	12,000	12,000
10-07-4803 TCLEOS	1,965	1,927	-	1,900	1,900	2,171	2,000
10-07-4804 Sale/Disposition of Assets	-	5,780	-	-	-	-	-
10-07-4808 Donations for City Events	-	-	-	-	-	1,500	-
10-07-4809 TIRZ Cost of Service	-	-	-	-	-	-	383,000
10-07-4810 TIRZ Admin Fee							60,000
10-07-4811 Other Income	61,806	16,217	18,371	20,000	20,000	9,837	10,000
10-07-4840 MEDC Contributions	12,000	-	-	-	-	-	-
Total Other Source Revenues	**783,672**	**75,493**	**85,403**	**83,300**	**83,300**	**58,450**	**501,400**
Transfer-In Revenues							
10-09-4999 Transfer In - Fund Balance	500,000	-	-	500,000	800,000	800,000	516,000
Total Transfer-In Revenues	**500,000**	**-**	**-**	**500,000**	**800,000**	**800,000**	**516,000**
Total General Fund Revenues	**10,902,074**	**11,587,678**	**12,015,798**	**13,765,946**	**14,065,946**	**12,548,847**	**15,106,650**

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Revenues by Category							
Ad Valorem Tax Revenues	3,560,762	3,810,079	4,401,665	4,875,000	4,875,000	4,738,632	6,015,500
Miscellaneous Tax Revenues	1,878,274	2,261,651	2,178,857	2,400,000	2,400,000	2,021,946	2,206,400
Franchise Fee Revenues	561,025	575,113	624,095	595,000	595,000	485,412	655,000
Licenses and Permits Revenues	3,274,956	4,625,182	4,469,876	5,030,646	5,030,646	3,706,072	4,708,500
Fines and Fees Revenues	280,838	234,194	167,537	257,000	257,000	240,930	203,850
Interest Revenues	62,547	5,966	88,365	25,000	25,000	497,405	300,000
Other Source Revenues	783,672	75,493	85,403	83,300	83,300	58,450	501,400
Utility Revenues	-	-	-	-	-	-	-
Transfer-In Revenues	500,000	-	-	500,000	800,000	800,000	516,000
Total Revenues	**10,902,074**	**11,587,678**	**12,015,798**	**13,765,946**	**14,065,946**	**12,548,847**	**15,106,650**

CITY OF MANVEL, TEXAS

Expenditures – Department Totals

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
General Fund Expenditures							
Administration Expenditures							
Personnel Services	720,410	999,258	1,189,800	1,309,789	1,609,789	1,560,981	1,360,859
Commodities	14,398	31,954	34,944	36,750	36,750	40,143	37,000
Contractual Services	249,171	298,562	472,506	484,550	484,550	503,857	454,300
Other Services	199,221	211,150	333,355	387,500	387,500	322,237	358,000
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	1,140,751	2,198,240	-	690,000	690,000	690,000	100,000
Total Administration Expenditures	**2,323,951**	**3,739,164**	**2,030,605**	**2,908,589**	**3,208,589**	**3,117,218**	**2,310,159**
Library Expenditures							
Personnel Services	-	-	-	-	-	-	-
Commodities	3,361	4,459	5,329	7,000	7,000	7,471	8,500
Contractual Services	74,361	75,107	81,238	82,000	82,000	82,340	86,060
Other Services	3,193	3,193	3,193	3,300	3,300	3,294	3,300
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Library Expenditures	**80,915**	**82,759**	**89,761**	**92,300**	**92,300**	**93,105**	**97,860**
Finance Expenditures							
Personnel Services	282,801	318,862	415,645	502,052	502,052	387,692	597,142
Commodities	2,413	5,690	3,328	6,500	6,500	7,088	9,500
Contractual Services	80,096	75,977	129,641	137,050	137,050	163,618	130,800
Other Services	1,122	1,650	3,369	7,250	7,250	5,898	14,250
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Finance Expenditures	**366,433**	**402,179**	**551,983**	**652,852**	**652,852**	**564,296**	**751,692**
Information Tech Expenditures							
Personnel Services	182,882	204,083	296,447	380,214	380,214	330,426	405,399
Commodities	11,347	14,736	13,605	14,500	14,500	8,571	14,500
Contractual Services	78,261	90,111	162,681	116,050	116,050	82,616	116,050
Other Services	20,806	54,441	64,650	155,000	155,000	84,923	155,000
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Information Tech Expenditures	**293,297**	**363,370**	**537,384**	**665,764**	**665,764**	**506,536**	**690,949**
Municipal Court Expenditures							
Personnel Services	209,456	211,048	226,288	244,584	244,584	241,552	296,102
Commodities	3,663	6,988	6,250	7,250	7,250	5,890	8,000
Contractual Services	65,247	70,697	47,925	65,650	65,650	67,430	65,350
Other Services	5,739	12,420	7,189	12,000	12,000	6,691	13,000
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Municipal Court Expenditures	**284,105**	**301,153**	**287,652**	**329,484**	**329,484**	**321,563**	**382,452**
Development Services Expenditures							
Personnel Services	253,507	315,915	663,707	887,131	887,131	944,108	1,030,356
Commodities	1,862	15,148	13,455	18,500	18,500	17,435	23,100
Contractual Services	699,397	551,890	689,482	655,750	655,750	528,667	527,975
Other Services	99,667	81,580	46,754	37,500	37,500	10,946	17,250
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Development Services Expenditures	**1,054,433**	**964,534**	**1,413,397**	**1,598,881**	**1,598,881**	**1,501,157**	**1,598,681**
Public Works Expenditures							
Personnel Services	522,825	561,350	813,280	1,047,167	1,047,167	964,005	1,378,058
Commodities	113,263	146,772	177,051	205,000	205,000	196,185	215,000
Contractual Services	153,495	238,515	254,879	236,600	236,600	216,140	274,600
Other Services	155,907	204,687	285,260	213,000	213,000	256,505	213,000
Capital Outlays	7,331	436,590	311,681	300,000	300,000	372,583	535,000
Transfer-Out	-	-	-	-	-	-	-
Total Public Works Expenditures	**952,821**	**1,587,913**	**1,842,151**	**2,001,767**	**2,001,767**	**2,005,418**	**2,615,658**

Expenditures – Department Totals (cont.)

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Fire Marshal Expenditures							
Personnel Services	245,094	119,961	170,623	218,010	106,880	342,016	342,016
Commodities	6,236	24,311	29,249	15,700	14,424	15,700	15,700
Contractual Services	20,298	24,347	37,602	19,400	18,543	28,200	28,200
Other Services	22,881	43,409	52,347	11,150	6,767	12,650	12,650
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Fire Marshal Expenditures	**294,508**	**212,027**	**289,820**	**264,260**	**146,615**	**398,566**	**398,566**
Emergency Management Expenditures							
Personnel Services	9,599	5,426	-	-	-	-	-
Commodities	14,693	1,780	3,296	20,000	20,000	15	20,000
Contractual Services	-	-	-	-	-	-	-
Other Services	15,710	13,920	51,612	507,500	507,500	68,140	114,500
Capital Outlays	37,104	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Emergency Management Expenditures	**77,106**	**21,126**	**54,907**	**527,500**	**527,500**	**68,155**	**134,500**
Code Enforcement Expenditures							
Personnel Services	-	-	-	158,384	158,384	161,572	172,576
Commodities	-	-	-	17,750	17,750	3,383	14,750
Contractual Services	-	-	-	65,800	65,800	3,541	65,800
Other Services	-	-	-	8,500	8,500	1,286	8,500
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Code Enforcement Expenditures	**-**	**-**	**-**	**250,434**	**250,434**	**169,782**	**261,626**
Police Expenditures							
Personnel Services	2,125,905	2,265,938	3,140,940	4,005,715	4,005,715	3,835,377	4,902,058
Commodities	64,448	85,509	187,529	171,500	171,500	186,169	271,500
Contractual Services	250,874	206,393	176,160	192,650	192,650	247,168	322,700
Other Services	121,250	147,320	158,609	84,250	84,250	75,778	108,250
Capital Outlays	-	228,966	746,392	20,000	20,000	18,173	260,000
Transfer-Out	-	-	-	-	-	-	-
Total Police Expenditures	**2,562,478**	**2,934,125**	**4,409,629**	**4,474,115**	**4,474,115**	**4,362,665**	**5,864,508**
Total General Fund Expenditures	**8,290,045**	**10,608,350**	**11,507,289**	**13,765,946**	**13,948,301**	**13,108,460**	**15,106,650**

ADMINISTRATION

DEPARTMENT VISION STATEMENT

To effectively administer and manage City operations, policies, program agendas, citizen inquiries and laws in an efficient and responsible manner.

FUNCTIONS

- City Administration
- Mayor/City Council
- City Secretary
- Legal
- Public Information Officer

DEPARTMENT DESCRIPTION

Administration includes the activities of the City Manager, Assistant City Manager, City Secretary, and City Attorney. The City Manager is the Chief Administrative Officer of the City and is appointed by the City Council. Under the guidelines of the City Charter, Code of Ordinances, and State Law, the City Manager administers City ordinances and the policies of the City Council. The office provides the direction, leadership, and coordination of all departments.

FY 2022-2023 DEPARTMENT ACCOMPLISHMENTS

FY 2023-2024 DEPARTMENT GOALS

CITY OF MANVEL, TEXAS

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Administration Expenditures							
Personnel Services							
10-10-5000 Salaries	515,867	687,788	856,553	859,014	1,159,014	1,164,430	900,744
10-10-5001 Additional Compensation	19,000	71,065	29,988	95,000	95,000	37,500	88,210
10-10-5002 Overtime	-	171	6	250	250	788	2,780
10-10-5006 Longevity	1,560	1,740	1,980	2,280	2,280	2,280	1,980
10-10-5010 FICA Expense	31,896	43,766	53,230	67,331	67,331	46,385	77,580
10-10-5012 Unemployment Insurance	12,169	14,998	19,555	30,000	30,000	18,693	20,000
10-10-5030 Health Insurance	48,075	43,635	70,073	85,776	85,776	81,773	97,633
10-10-5031 Vision Insurance	573	730	816	893	893	873	710
10-10-5032 Life & LTD	1,287	8,759	1,969	12,995	12,995	9,192	2,449
10-10-5033 Dental	2,197	2,853	3,122	3,419	3,419	3,341	2,710
10-10-5034 Retirement	51,712	76,484	96,403	89,919	89,919	134,262	101,514
10-10-5035 Cell Phone Allowance	1,336	1,779	1,791	1,800	1,800	1,950	1,950
10-10-5036 Auto Allowance	8,786	12,291	16,735	16,800	16,800	16,325	18,200
10-10-5037 Pay Reimbursement	23,661	30,274	33,808	40,000	40,000	38,882	40,000
10-10-5038 Flex	147	230	218	266	266	275	-
10-10-5039 Flex Card - Health Ins	1,219	1,604	1,967	2,400	2,400	2,475	2,400
10-10-5040 Workers Compensation	925	1,092	1,586	1,646	1,646	1,557	2,000
Total Personnel Services	**720,410**	**999,258**	**1,189,800**	**1,309,789**	**1,609,789**	**1,560,981**	**1,360,859**
Commodities							
10-10-5220 Janitorial Supplies & Cleaning	5,699	19,364	22,724	25,000	25,000	27,344	25,000
10-10-5222 Postage	1,758	1,372	3,642	2,500	2,500	7,872	2,500
10-10-5230 Office Expense	5,497	10,984	7,241	7,500	7,500	4,028	7,500
10-10-5240 Minor Tools & Equipment	1,444	234	595	1,000	1,000	716	1,000
10-10-5260 Apparel	-	-	743	750	750	182	1,000
Total Commodities	**14,398**	**31,954**	**34,944**	**36,750**	**36,750**	**40,143**	**37,000**
Contractual Services							
10-10-5320 Bank Fees	-	-	-	-	-	32	-
10-10-5340 Copier Lease/Maintenance	5,371	1,296	1,528	2,000	2,000	1,318	2,000
10-10-5362 Records Retention	875	1,548	1,485	2,000	2,000	1,230	2,000
10-10-5380 Building Repair & Maintenance	59,216	67,632	49,163	50,000	50,000	48,964	45,000
10-10-5400 Legal Fees	14,728	49,704	124,714	50,000	50,000	107,341	50,000
10-10-5418 Employment Testing	1,495	2,150	140	300	300	-	300
10-10-5420 Electricity	5,789	11,167	12,597	12,500	12,500	15,236	12,500
10-10-5422 Electricity - Street Lights	49,022	45,359	45,043	50,000	50,000	49,357	50,000
10-10-5423 Storm Recovery Charge	-	6,855	22,850	28,000	28,000	-	-
10-10-5430 Gas Utilities	1,956	1,140	1,187	1,750	1,750	2,223	2,000
10-10-5432 Rental Equipment	2,532	2,532	2,338	2,500	2,500	82	-
10-10-5438 County Recording Fees	1,083	773	648	1,500	1,500	638	1,500
10-10-5440 Computer Maintenance/Support	65,733	2,771	4,302	10,000	10,000	4,376	-
10-10-5441 Computer Software	3,780	3,969	4,616	-	-	-	-
10-10-5442 Website Administration	4,289	4,503	4,728	10,000	10,000	11,715	20,000
10-10-5445 Telephone	28,116	53,237	49,507	55,000	55,000	55,986	55,000
10-10-5458 Maintenance Agreements							5,000
10-10-5476 Codification	3,710	5,863	1,225	6,000	6,000	5,358	6,000
10-10-5507 MUD 43 Reimbursement	-	36,095	145,450	200,000	200,000	200,000	200,000
10-10-5550 Radio Usage	1,476	1,968	984	3,000	3,000	-	3,000
Total Contractual Services	**249,171**	**298,562**	**472,506**	**484,550**	**484,550**	**503,857**	**454,300**

Administration Expenditures	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Other Services							
10-10-5600 Marketing						-	21,000
10-10-5620 Council Expenses	6,225	14,944	20,155	20,000	20,000	12,133	20,000
10-10-5621 Council Pay	-	-	12,400	38,000	38,000	40,022	43,000
10-10-5622 Dues & Subscriptions	7,707	8,343	48,664	12,500	12,500	12,455	12,500
10-10-5625 Publications	-	-	-	-	-	35	-
10-10-5630 Insurance and Bonds	109,762	139,988	169,723	200,000	200,000	196,000	200,000
10-10-5632 City Functions & Meetings	1,363	2,500	4,235	9,000	9,000	8,999	12,000
10-10-5633 Public Notice Expense	7,213	4,971	2,350	5,000	5,000	4,187	5,000
10-10-5645 Training & Travel	6,716	5,998	9,613	12,500	12,500	12,493	12,500
10-10-5650 Mileage	59	-	-	500	500	302	500
10-10-5676 Elections Expense	1,500	7,061	5,082	7,500	7,500	8,536	9,000
10-10-5678 Holiday & Special Events	4,143	3,432	16,992	12,500	12,500	16,401	12,500
10-10-5800 Eng/Consulting/Planning Fees	54,533	23,913	44,142	70,000	70,000	10,672	10,000
Total Other Services	**199,221**	**211,150**	**333,355**	**387,500**	**387,500**	**322,237**	**358,000**
Capital Outlays							
10-10-6020 Capital Outlay - Equipment	-	-	-	-	-	-	-
Total Capital Outlays	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-Out							
10-10-8540 Transfer To - Utility Fund	315,751	100,000	-	-	-	-	-
10-10-8582 Transfer To - Capital Projects Fund	800,000	1,634,747	-	450,000	450,000	450,000	-
10-10-8592 Transfer To - Parks Fund	25,000	429,100	-	-	-	-	100,000
10-95-8581 Transfer To - TIRZ #3	-	34,393	-	40,000	40,000	40,000	-
10-95-8591 Transfer To - Veh/Equip Replace Fund	-	-	-	200,000	200,000	200,000	-
Total Transfer-Out	**1,140,751**	**2,198,240**	**-**	**690,000**	**690,000**	**690,000**	**100,000**
Total Administration Expenditures	**2,323,951**	**3,739,164**	**2,030,605**	**2,908,589**	**3,208,589**	**3,117,218**	**2,310,159**

LIBRARY

DEPARTMENT VISION STATEMENT

To make readily available to the community educational materials and services that will promote excellence in informational, recreational, and instructive pursuits. Seek to encourage activities and ideas that will stimulate, enrich and expand interests of patrons of all ages.

FUNCTIONS

- Administration

DEPARTMENT DESCRIPTION

The Manvel library is part of the Brazoria County Library System. The City of Manvel provides assistance with rental space, utilities, and a shared book program designed to supplement the materials provided by the library system to ensure the best access to high-demand resources for the patrons of the Manvel branch. The major programs that occur at the branch are weekly story times, songs and crafts for preschoolers.

FY 2022-2023 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Library Expenditures							
Commodities							
10-15-5220 Janitorial Supplies & Cleaning	3,361	4,300	5,329	5,500	5,500	6,631	7,000
10-15-5243 Small Furniture & Fixtures	-	158	-	1,500	1,500	840	1,500
Total Commodities	**3,361**	**4,459**	**5,329**	**7,000**	**7,000**	**7,471**	**8,500**
Contractual Services							
10-15-5380 Building Repair & Maintenance	2,342	265	5,077	2,500	2,500	2,625	2,500
10-15-5420 Electricity	5,031	5,072	5,125	5,500	5,500	5,458	5,500
10-15-5445 Telephone	987	1,070	1,436	1,500	1,500	1,178	1,500
10-15-5459 Lease Expense - Library	66,000	68,700	69,600	72,500	72,500	73,080	76,560
Total Contractual Services	**74,361**	**75,107**	**81,238**	**82,000**	**82,000**	**82,340**	**86,060**
Other Services							
10-15-5670 Book Plan - Library	3,193	3,193	3,193	3,300	3,300	3,294	3,300
Total Other Services	**3,193**	**3,193**	**3,193**	**3,300**	**3,300**	**3,294**	**3,300**
Total Library Expenditures	**80,915**	**82,759**	**89,761**	**92,300**	**92,300**	**93,105**	**97,860**

FINANCE

DEPARTMENT VISION STATEMENT

To provide excellent financial reporting and budgeting services, safeguard City assets, and deliver excellent customer service.

FUNCTIONS

- Administration
- Accounting and Budgeting
- Purchasing and Accounts Payable
- Utility Billing
- Human Resources

DEPARTMENT DESCRIPTION

The Finance Department has general responsibility for the financial administration of the City. The department is responsible for preparing/coordinating the budget and departmental spending for the City, recording/documenting all financial transactions, investing idle funds, managing debt, processing cash receipts, managing grants, processing payroll, purchasing goods/services for the City, and processing and paying invoices. Additionally, the department includes a Human Resources Manager to increase the responsibilities of the department to include benefits, on-boarding of new hires, claims relating to workplace accidents, and all other employee-related concerns that funnel through the HR department.

The Finance Department maintains the books and records for the City financial activities. It is responsible for protecting the assets of the City and managing the risk of its operations. Purchases of goods and services are monitored by this department in accordance with state law. Contracts and invoices are processed, and checks are prepared accordingly. Payroll timesheets are checked for quality control and bi-weekly payroll is performed in this department. Investment of available funds is also performed by the Finance Director.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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CITY OF MANVEL, TEXAS

=======================FISCAL YEAR 2023-2024 ANNUAL BUDGET========================

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Finance Expenditures							
Personnel Services							
10-20-5000 Salaries	211,198	240,592	311,856	370,989	370,989	283,305	427,526
10-20-5002 Overtime	195	445	523	500	500	2,096	4,258
10-20-5006 Longevity	840	900	1,020	1,260	1,260	1,200	1,200
10-20-5010 FICA Expense	15,611	21,860	23,570	28,515	28,515	20,885	33,073
10-20-5030 Health Insurance	28,045	27,091	38,446	55,134	55,134	44,685	80,118
10-20-5031 Vision Insurance	328	322	463	592	592	493	592
10-20-5032 Life & LTD	855	911	1,205	1,594	1,594	1,156	2,041
10-20-5033 Dental	914	1,047	1,769	2,258	2,258	2,125	2,258
10-20-5034 Retirement	23,452	24,243	34,449	38,291	38,291	29,446	43,275
10-20-5038 Flex Admin Expense	98	130	174	222	222	166	-
10-20-5039 Flex Card - Health Ins	814	853	1,567	2,000	2,000	1,475	2,000
10-20-5040 Workers Compensation	451	468	602	697	697	659	800
Total Personnel Services	**282,801**	**318,862**	**415,645**	**502,052**	**502,052**	**387,692**	**597,142**
Commodities							
10-20-5230 Office Expense	2,413	3,575	3,251	4,000	4,000	6,840	7,000
10-20-5240 Minor Tools & Equipment	-	2,115	21	2,000	2,000	69	2,000
10-20-5260 Apparel	-	-	56	500	500	179	500
Total Commodities	**2,413**	**5,690**	**3,328**	**6,500**	**6,500**	**7,088**	**9,500**
Contractual Services							
10-20-5418 Employment Testing	-	-	-	300	300	280	300
10-20-5440 Computer Maintenance/Support	15,738	17,742	53,360	50,000	50,000	91,189	40,000
10-20-5450 Tax Assessor Fees	3,428	3,013	2,398	4,000	4,000	3,711	4,000
10-20-5475 Accounting Fee Expense	4,190	3,500	3,500	4,750	4,750	-	5,500
10-20-5477 Audit & Professional Fees	23,936	16,961	32,560	30,000	30,000	22,910	33,000
10-20-5479 Appraisal Fees	32,804	34,762	37,823	48,000	48,000	45,527	48,000
Total Contractual Services	**80,096**	**75,977**	**129,641**	**137,050**	**137,050**	**163,618**	**130,800**
Other Services							
10-20-5615 Bank/Credit Card Processing Fees	-	95		-	-	-	-
10-20-5622 Dues & Subscriptions	77	690	1,125	1,250	1,250	1,099	1,250
10-20-5645 Training & Travel	1,045	865	2,244	6,000	6,000	4,799	13,000
10-20-5650 Mileage	-	-		-	-	-	-
Total Other Services	**1,122**	**1,650**	**3,369**	**7,250**	**7,250**	**5,898**	**14,250**
Total Finance Expenditures	**366,433**	**402,179**	**551,983**	**652,852**	**652,852**	**564,296**	**751,692**

INFORMATION TECHNOLOGY

DEPARTMENT VISION STATEMENT

To maintain computer hardware, software, network capabilities and peripherals to support all City buildings and equipment so employees may provide uninterrupted service to the citizens of Manvel.

FUNCTIONS

- Computer Hardware
- Software/Programs
- Network Security
- Phones and Peripherals

DEPARTMENT DESCRIPTION

The Information Technology Department is responsible for the hardware and software functionality on all computers for the City. Network security/functionality and data safety are also duties of the IT Department. This includes servers and desktop/laptop models down to timeclock units used for clocking in and out at other City buildings.

Computers and technology are ever-changing and evolving, so the IT Department is also involved with upgrades to hardware and software to stay current with data safety and program use. This ranges from upgrading applications and hardware on individual computers to changing software platforms for entire departments.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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CITY OF MANVEL, TEXAS

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Information Tech Expenditures							
Personnel Services							
10-25-5000 Salaries	136,192	152,278	221,021	278,316	278,316	240,057	279,655
10-25-5006 Longevity	60	180	300	300	300	300	180
10-25-5007 Part Time Wages	-	7,460	-	-	-	-	-
10-25-5010 FICA Expense	10,420	12,045	16,912	21,429	21,429	17,527	21,407
10-25-5030 Health Insurance	18,330	13,022	28,570	44,107	44,107	41,489	70,057
10-25-5031 Vision Insurance	214	215	1,157	473	473	454	473
10-25-5032 Life Insurance & LTD	564	595	806	1,205	1,205	1,001	1,633
10-25-5033 Dental Insurance	488	896	1,308	1,807	1,807	1,731	1,807
10-25-5034 Retirement	15,082	15,422	23,625	28,775	28,775	25,523	28,011
10-25-5035 Cell Phone Allowance	911	855	1,471	1,500	1,500	580	-
10-25-5038 Flex Spend Admin	49	95	86	178	178	127	-
10-25-5039 Flex Card Spending	409	794	775	1,600	1,600	1,142	1,600
10-25-5040 Workers Compensation	163	225	416	524	524	496	575
Total Personnel Services	**182,882**	**204,083**	**296,447**	**380,214**	**380,214**	**330,426**	**405,399**
Commodities							
10-25-5225 Fuel	-	-	-	1,000	1,000	251	1,000
10-25-5230 Office Expense	7,915	7,221	7,486	7,000	7,000	4,069	7,000
10-25-5240 Minor Tools & Equipment	3,433	7,515	6,119	6,500	6,500	4,251	6,500
Total Commodities	**11,347**	**14,736**	**13,605**	**14,500**	**14,500**	**8,571**	**14,500**
Contractual Services							
10-25-5418 Employment Testing	-	-	416	300	300	140	300
10-25-5440 Computer Maintenance/Support	42,590	58,477	112,423	70,000	70,000	61,477	70,000
10-25-5441 Computer Software	17,348	17,182	23,989	25,000	25,000	10,377	25,000
10-25-5442 Website Administration	3,101	-	-	-	-	-	-
10-25-5443 Computer Replacement	14,383	14,149	25,008	20,000	20,000	10,245	20,000
10-25-5446 Uniforms	838	302	846	750	750	377	750
Total Contractual Services	**78,261**	**90,111**	**162,681**	**116,050**	**116,050**	**82,616**	**116,050**
Other Services							
10-25-5622 Dues & Subscriptions	18,183	47,225	53,089	140,000	140,000	80,199	140,000
10-25-5645 Training & Travel	1,221	5,566	11,561	15,000	15,000	4,723	15,000
10-25-5650 Mileage	1,402	-	-	-	-	-	-
10-25-5800 Professional Services	-	1,650	-	-	-	-	-
Total Other Services	**20,806**	**54,441**	**64,650**	**155,000**	**155,000**	**84,923**	**155,000**
Total Information Tech Expenditures	**293,297**	**363,370**	**537,384**	**665,764**	**665,764**	**506,536**	**690,949**

MUNICIPAL COURT

DEPARTMENT VISION STATEMENT

To provide excellence in service, preserve and manage court records, and provide access to legal documents filed in the Municipal Court.

FUNCTIONS

- Citations
- Court Dockets
- Warrants
- Collections

DEPARTMENT DESCRIPTION

The Manvel Municipal Court handles violations involving Class-C fine-only criminal misdemeanors or City Ordinance violations. The Court Administrator supervises the clerical staff of the Municipal Court. All court staff members work closely with other city departments to ensure the vision of the Municipal Court is carried out effectively, efficiently and impartially.

The duties of the Court Clerks include: processing citations, accepting and preparing complaints, scheduling cases, preparing dockets, notifying defendants of hearings, maintaining court records (including complaints, citations, warrants, pleadings and judgments), preparing state reports, preparing affidavits and appeals, recording and properly disbursing funds for fines collected, maintaining the collection agency program, and preparing jury summons and subpoenas.

The Municipal Court Judges preside over all arraignment hearings, sign arrest and capias pro fine warrants, preside over trials (both jury and non-jury), set bonds, and perform magistrate functions for prisoners and juveniles.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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CITY OF MANVEL, TEXAS

========================FISCAL YEAR 2023-2024 ANNUAL BUDGET========================

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Court Expenditures							
Personnel Services							
10-30-5000 Salaries	152,249	160,294	164,898	175,505	175,505	172,772	201,269
10-30-5002 Overtime	999	1,911	725	1,000	1,000	1,138	3,411
10-30-5006 Longevity	900	960	60	240	240	240	300
10-30-5009 Certification	-	-	38	1,800	1,800	1,063	1,950
10-30-5010 FICA Expense	11,317	11,867	12,565	13,659	13,659	12,903	15,830
10-30-5030 Health Insurance	25,557	18,313	28,895	33,080	33,080	34,018	51,798
10-30-5031 Vision Insurance	299	303	348	355	355	375	355
10-30-5032 Life & LTD	557	554	563	664	664	613	1,225
10-30-5033 Dental	1,250	1,260	1,327	1,355	1,355	1,430	1,355
10-30-5034 Retirement	14,792	14,298	15,137	15,259	15,259	15,156	16,710
10-30-5035 Cell Phone Allowance	-	-	-	-	-	425	-
10-30-5038 Flex	133	106	130	133	133	110	250
10-30-5039 Flex Card - Health Ins	1,106	883	1,175	1,200	1,200	992	1,200
10-30-5040 Workers Compensation	298	298	429	334	334	316	450
Total Personnel Services	**209,456**	**211,048**	**226,288**	**244,584**	**244,584**	**241,552**	**296,102**
Commodities							
10-30-5222 Postage	977	2,013	2,974	2,500	2,500	3,309	3,500
10-30-5230 Office Expense	2,686	4,216	2,620	3,000	3,000	2,580	4,000
10-30-5240 Minor Tools & Equipment	-	759	655	1,000	1,000	-	-
10-30-5260 Apparel	-	-	-	750	750	-	500
Total Commodities	**3,663**	**6,988**	**6,250**	**7,250**	**7,250**	**5,890**	**8,000**
Contractual Services							
10-30-5405 Jail Housing	-	-	180	-	-	-	-
10-30-5418 Employment Testing	-	-	-	150	150	58	150
10-30-5440 Computer Maintenance/Support	10,264	11,268	9,030	13,000	13,000	873	12,500
10-30-5445 Telephone	1,325	635	456	1,000	1,000	342	700
10-30-5448 Court Interpreter	3,350	3,120	465	1,500	1,500	516	2,000
10-30-5451 Prosecuting Attorney	25,813	31,488	31,779	35,000	35,000	64,913	40,000
10-30-5580 Warrant Fees	24,496	24,186	6,016	15,000	15,000	730	10,000
Total Contractual Services	**65,247**	**70,697**	**47,925**	**65,650**	**65,650**	**67,430**	**65,350**
Other Servies							
10-30-5615 Credit Card Processing Fees	4,288	5,283	4,582	4,000	4,000	5,432	7,000
10-30-5622 Dues & Subscriptions	337	3,460	110	4,000	4,000	265	2,000
10-30-5634 Jury cost	186	778	-	-	-	-	-
10-30-5645 Training & Travel	928	2,900	2,498	4,000	4,000	994	4,000
Total Other Services	**5,739**	**12,420**	**7,189**	**12,000**	**12,000**	**6,691**	**13,000**
Total Court Expenditures	**284,105**	**301,153**	**287,652**	**329,484**	**329,484**	**321,563**	**382,452**

DEVELOPMENT SERVICES

DEPARTMENT VISION STATEMENT

To encourage high quality, sustainable and equitable growth and development of Manvel by facilitating more options for abundant housing, thriving neighborhoods, exceptional design in architecture and public spaces, preservation of historic resources, innovative regulatory practices, safe and durable buildings attentive customer service, and resident involvement.

FUNCTIONS

- Planning
- Engineering
- Permits
- Inspections
- GIS

DEPARTMENT DESCRIPTION

The Development Services Department is responsible for the orderly and logical growth of the City by providing professional support to citizens, developers, builders, and contractors. The Department also provides support to the City Council, appointed boards and commissions, and other City departments. The Development Services Department is responsible for the implementation of the Code of Ordinances, Building Codes, and other adopted plans through review of planning and zoning regulations, construction plans, inspections, permits, and new policies or amendments. The Department also provides GIS services with an overarching goal of fulfilling the geospatial demands and mapping needs for all City departments, staff and personnel, as well as citizens and businesses.

FY 2022-2023 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Development Services Expenditures							
Personnel Services							
10-40-5000 Salaries	184,826	235,615	489,815	653,172	653,172	686,343	712,863
10-40-5002 Overtime	1,433	859	3,466	2,000	2,000	3,561	8,473
10-40-5006 Longevity	1,020	1,200	1,440	1,800	1,800	1,800	2,280
10-40-5010 FICA Expense	13,391	16,873	37,015	50,258	50,258	51,548	55,357
10-40-5030 Health Insurance	28,045	32,898	68,456	99,241	99,241	113,176	164,143
10-40-5031 Vision Insurance	328	390	811	1,065	1,065	1,245	1,183
10-40-5032 Life & LTD	632	810	1,941	2,815	2,815	5,256	4,082
10-40-5033 Dental	1,371	1,624	5,544	4,065	4,065	2,432	4,517
10-40-5034 Retirement	20,705	23,868	51,696	67,487	67,487	73,248	72,434
10-40-5038 Flex	146	145	275	400	400	437	450
10-40-5039 Flex Card - Health Ins	1,214	1,207	1,992	3,600	3,600	3,901	4,000
10-40-5040 Workers Compensation	396	425	1,255	1,228	1,228	1,161	575
Total Personnel Services	**253,507**	**315,915**	**663,707**	**887,131**	**887,131**	**944,108**	**1,030,356**
Commodities							
10-40-5225 Fuel				1,000	1,000	362	600
10-40-5230 Office Expense	1,690	3,661	5,891	4,000	4,000	4,961	6,500
10-40-5240 Minor Tools & Equipment	172	11,488	6,207	12,500	12,500	11,654	15,000
10-40-5260 Apparel	-	-	1,357	1,000	1,000	458	1,000
Total Commodities	**1,862**	**15,148**	**13,455**	**18,500**	**18,500**	**17,435**	**23,100**
Contractual Services							
10-40-5360 Plat Fees	26,746	4,086	246			-	-
10-40-5412 Plan Reviews	159,643	128,314	129,646	150,000	150,000	155,191	110,000
10-40-5418 Employment Testing	-	-	1,412	750	750	-	750
10-40-5439 Inspections	503,168	402,153	503,000	475,000	475,000	339,937	350,000
10-40-5440 Computer Maintenance/Support Fees	9,840	17,338	55,179	30,000	30,000	33,540	67,225
Total Contractual Services	**699,397**	**551,890**	**689,482**	**655,750**	**655,750**	**528,667**	**527,975**
Other Servies							
10-40-5615 Credit Card Processing Fees	18,080	57,963	35,277	30,000	30,000	1,521	5,000
10-40-5622 Dues & Subscriptions	-	-	315	1,500	1,500	1,209	1,500
10-40-5638 Vehicle Repair/Maintenance							2,500
10-40-5645 Training & Traveling	1,577		3,662	6,000	6,000	8,217	8,000
10-40-5650 Mileage	-	2,056					250
10-40-5670 Vehicle/Equip Replacement Fee	15,000	17	7,500	-	-	-	-
10-40-5800 Eng/Consulting/Planning Fees	65,010	21,543	-	-		-	-
Total Other Services	**99,667**	**81,580**	**46,754**	**37,500**	**37,500**	**10,946**	**17,250**
Total Development Services Expenditures	**1,054,433**	**964,534**	**1,413,397**	**1,598,881**	**1,598,881**	**1,501,157**	**1,598,681**

PUBLIC WORKS

DEPARTMENT VISION STATEMENT

To provide public infrastructure and municipal services that protect and enrich the daily lives of those who live, work and visit the City of Manvel.

FUNCTIONS

- Streets and Sign Maintenance
- Parks
- Drainage
- Capital Projects
- Facility Maintenance
- Fleet Maintenance

DEPARTMENT DESCRIPTION

The Department of Public Works is responsible for repairs and maintenance of the City's streets, roadway construction, right-of-way, storm drains, parks, trees, buildings and related facilities.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Public Works Expenditures							
Personnel Services							
10-50-5000 Salaries	351,061	389,711	572,457	719,705	719,705	661,168	880,964
10-50-5002 Overtime	3,801	4,612	4,171	3,500	3,500	6,273	19,934
10-50-5006 Longevity	3,480	1,680	1,320	2,040	2,040	1,980	2,640
10-50-5007 Part Time Wages	2,949	3,957	473	4,550	4,550	630	6,000
10-50-5010 FICA Expense	25,931	28,382	43,131	55,921	55,921	49,199	69,369
10-50-5030 Health Insurance	68,388	73,478	99,465	154,375	154,375	145,606	267,380
10-50-5031 Vision Insurance	800	872	1,205	1,656	1,656	1,590	1,893
10-50-5032 Life & LTD	1,462	1,571	2,179	3,226	3,226	2,791	6,532
10-50-5033 Dental	3,368	3,627	4,545	6,324	6,324	6,126	7,227
10-50-5034 Retirement	39,684	39,826	63,579	74,624	74,624	68,599	90,769
10-50-5035 Cell Phone Allowance	1,691	929	1,225	1,200	1,200	1,588	3,250
10-50-5038 Flex	312	354	416	622	622	537	700
10-50-5039 Flex Card - Health Ins	2,592	2,978	2,876	5,599	5,599	4,843	6,400
10-50-5040 Workers Compensation	17,307	9,375	16,238	13,825	13,825	13,076	15,000
Total Personnel Services	**522,825**	**561,350**	**813,280**	**1,047,167**	**1,047,167**	**964,005**	**1,378,058**
Commodities							
10-50-5212 Safety Equipment/Supplies	2,935	5,427	9,190	7,000	7,000	10,004	7,000
10-50-5220 Janitorial Supplies & Cleaning	1,172	5,521	7,407	8,000	8,000	8,053	8,000
10-50-5225 Fuel	35,402	34,135	65,273	60,000	60,000	85,163	65,000
10-50-5230 Office Expense	2,072	5,840	8,820	5,000	5,000	4,558	5,000
10-50-5235 Street Signs	8,086	20,778	36,668	50,000	50,000	23,391	50,000
10-50-5240 Minor Tools & Equipment	8,114	16,494	18,222	15,000	15,000	14,577	20,000
10-50-5250 Road Materials	55,482	58,576	31,471	60,000	60,000	50,438	60,000
Total Commodities	**113,263**	**146,772**	**177,051**	**205,000**	**205,000**	**196,185**	**215,000**
Contractual Services							
10-50-5376 Sidewalk Repairs	17,107	28,695	57,382	35,000	35,000	40,485	50,000
10-50-5418 Employment Testing	-	-	1,512	600	600	980	600
10-50-5420 Electricity	-	-	3,096	3,500	3,500	3,186	4,500
10-50-5421 Electrical Service	3,522	2,845	-	-	-	-	-
10-50-5432 Rental Equipment	31,847	32,739	51,663	35,000	35,000	34,243	45,000
10-50-5436 Communications Expense	2,867	2,983	4,655	3,000	3,000	11,428	10,000
10-50-5437 Striping	14,419	29,788	26,861	30,000	30,000	31,507	35,000
10-50-5445 Telephone	-	139	-	-	-	613	-
10-50-5446 Uniforms	11,157	12,648	17,996	20,000	20,000	16,639	20,000
10-50-5455 Leased Property	1,029	1,029	1,029	1,500	1,500	2,400	1,500
10-50-5456 Ditch Mowing	32,393	42,891	25,144	35,000	35,000	28,769	35,000
10-50-5457 Clean up/Trash Disposal	7,104	7,087	2,539	7,500	7,500	3,195	7,500
10-50-5550 Radio Usage	5,412	5,412	5,412	5,500	5,500	-	5,500
10-50-5570 Ditch Cleaning	26,638	72,259	57,589	60,000	60,000	42,697	60,000
Total Contractual Services	**153,495**	**238,515**	**254,879**	**236,600**	**236,600**	**216,140**	**274,600**
Other Services							
10-50-5635 Building Repair/Maintenance	13,240	17,633	20,484	30,000	30,000	29,409	30,000
10-50-5638 Vehicle Repairs/Maintenance	51,638	46,832	88,829	50,000	50,000	63,501	50,000
10-50-5640 Street Repairs	-	45,388	71,586	125,000	125,000	156,324	125,000
10-50-5645 Training & Travel	30	4,834	9,361	8,000	8,000	7,272	8,000
10-50-5700 Vehicle/Equip Replacement Fees	91,000	90,000	95,000	-	-	-	-
Total Other Services	**155,907**	**204,687**	**285,260**	**213,000**	**213,000**	**256,505**	**213,000**
Capital Outlays							
10-50-6020 Capital Outlay - Equipment	-	-	-	-	-	-	85,000
10-50-6030 Capital Outlay - Vehicle	-	436,590	183,604	-	-	-	-
10-50-6035 Capital Outlay - Street Reconstructior	7,331	-	128,077	300,000	300,000	372,583	450,000
10-50-6070 Capital Outlay - Improvements	-	-	-	-	-	-	-
Total Capital Outlays	**7,331**	**436,590**	**311,681**	**300,000**	**300,000**	**372,583**	**535,000**
Total Public Works Expenditures	**952,821**	**1,587,913**	**1,842,151**	**2,001,767**	**2,001,767**	**2,005,418**	**2,615,658**

FIRE MARSHAL

DEPARTMENT VISION STATEMENT

To make the City of Manvel a safe place to live, work, and visit, by protecting individuals, preserving property, promoting a clean community and maintaining an exceptional quality of life.

FUNCTIONS

- Fire Marshal
- Fire Training
- Public Education

DEPARTMENT DESCRIPTION

The Fire Marshal Department is responsible for conducting plan reviews of commercial buildings and performing inspections of new and existing structures within the city and ETJ to ensure they meet current Fire Codes and City ordinances. The Fire Marshal Department responds to fire incidents to determine the origin and cause, investigate activities leading up to the fire, interview witnesses and makes arrests as needed. The Fire Marshal Department also inspects new and existing occupancies to maintain code requirements in buildings and properties in order to protect individuals from fire and life safety hazards.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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CITY OF MANVEL, TEXAS

=======================FISCAL YEAR 2023-2024 ANNUAL BUDGET========================

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Fire Marshal							
Personnel Services							
10-70-5000 Salaries	175,435	87,533	122,931	158,448	158,448	98,440	237,033
10-70-5002 Overtime	1,287	246	2,099	500	500	-	4,976
10-70-5006 Longevity	900	780	840	-	-	-	60
10-70-5010 FICA Expense	13,326	6,568	9,628	12,251	12,251	7,550	18,568
10-70-5030 Health Insurance	28,664	13,196	17,838	22,054	22,054	11,766	47,148
10-70-5031 Vision Insurance	335	156	214	237	237	128	355
10-70-5032 Life & LTD	720	320	463	681	681	419	1,225
10-70-5033 Dental	1,450	651	819	903	903	489	1,355
10-70-5034 Retirement	19,568	9,076	13,917	16,451	16,451	10,139	24,296
10-70-5035 Cell Phone Allowance	-	-	290	1,200	1,200	649	650
10-70-5038 Flex	97	85	48	89	89	48	150
10-70-5039 Flex Card - Health Ins	810	561	160	800	800	433	1,200
10-70-5040 Workers Compensation	2,500	788	1,376	4,396	4,396	4,158	5,000
Total Personnel Services	**245,094**	**119,961**	**170,623**	**218,010**	**218,010**	**134,220**	**342,016**
Commodities							
10-70-5217 Public Education & Materials	-	-	202	500	500	-	500
10-70-5222 Postage	48	15	466	200	200	27	200
10-70-5225 Fuel	2,497	1,862	4,617	6,000	6,000	1,729	6,000
10-70-5230 Office Expense	1,700	894	5,298	1,500	1,500	375	1,500
10-70-5240 Minor Tools & Equipment	1,990	21,539	18,666	7,500	7,500	36,138	7,500
Total Commodities	**6,236**	**24,311**	**29,249**	**15,700**	**15,700**	**38,269**	**15,700**
Contractual Services							
10-70-5400 Legal Fees	-	5,175	-	-	-	-	-
10-70-5418 Employment Testing	-	-	280	150	150	-	150
10-70-5432 Rental Equipment	3,313	-	-	-	-	19,191	
10-70-5440 Computer Maintenance/Support	4,943	4,920	8,808	7,500	7,500	-	15,000
10-70-5441 Computer Software	-	-	5,561	-	-	-	-
10-70-5445 Telephone	6,969	7,405	6,176	6,500	6,500	5,706	7,800
10-70-5446 Uniforms	2,122	1,475	1,999	2,000	2,000	1,211	2,000
10-70-5452 Code Enforcement/Abatement	-	2,420	11,827	-	-	-	-
10-70-5550 Radio Usage	2,952	2,952	2,952	3,250	3,250	-	3,250
Total Contractual Services	**20,298**	**24,347**	**37,602**	**19,400**	**19,400**	**26,108**	**28,200**
Other Services							
10-70-5622 Dues & Subscriptions	671	177	322	3,150	3,150	(5,615)	3,150
10-70-5638 Vehicle Repairs/Maintenance	674	4,574	4,584	3,000	3,000	4,243	4,500
10-70-5645 Training & Travel	3,536	1,430	1,243	4,000	4,000	1,810	4,000
10-70-5660 Investigative Expense	-	-	-	1,000	1,000	-	1,000
10-70-5700 Vehicle/Equip Replacement Fees	18,000	20,000	20,000	-	-	603	
10-70-5800 Professional Services	-	17,228	26,198	-	-	-	
Total Other Services	**22,881**	**43,409**	**52,347**	**11,150**	**11,150**	**1,040**	**12,650**
Capital Outlays							
10-70-6030 Capital Outlay - Vehicle	-	-	35,705	-	-	-	
Total Capital Outlays	**-**	**-**	**35,705**	**-**	**-**	**-**	**-**
Total Fire Marshal Expenditures	**294,508**	**212,027**	**325,525**	**264,260**	**264,260**	**199,637**	**398,566**

EMERGENCY MANAGEMENT

DEPARTMENT VISION STATEMENT

To provide timely and effective emergency management services to the citizens, visitors and City staff.

FUNCTIONS

- Emergency Management

DEPARTMENT DESCRIPTION

During FY 2016-17, the City Manager was appointed as the Emergency Management Director. This department performs the functions of planning, preparation, recovery and reduction of the impact of any type of disaster that could affect the City.

City departments also assist with particular responsibilities through an Emergency Operations Plan and would act accordingly to the plan if the City experienced any disaster. The City receives various levels of training and periodically performs different types of emergency response exercises in order to meet the state and federal guidelines and measure the preparedness level of all departments.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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CITY OF MANVEL, TEXAS

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Emergency Management Expenditures							
Personnel Services							
10-71-5000 Salaries - Disaster	4,286	913	-	-	-	-	-
10-71-5002 Overtime - Disaster	3,717	3,732	-	-	-	-	-
10-71-5010 FICA Expense - Disaster	116	337	-	-	-	-	-
10-71-5034 Retirement - Disaster	861	445	-	-	-	-	-
10-71-7600 Disaster - Regular Pay	619	-	-	-	-	-	-
Total Personnel Services	**9,599**	**5,426**	**-**	**-**	**-**	**-**	**-**
Commodities							
10-71-5225 Fuel	-	1,180	-	-	-	-	-
10-71-5240 Minor Tools & Equipment	14,693	600	3,296	20,000	20,000	15	20,000
Total Commodities	**14,693**	**1,780**	**3,296**	**20,000**	**20,000**	**15**	**20,000**
Other Services							
10-71-5638 Vehicle Repairs/Maintenance	-	241	-	-	-	-	-
10-71-5645 Training & Travel	-	303	-	2,500	2,500	-	2,500
10-71-5700 Vehicle/Equip Replacement Fees	9,017	9,000	-	-	-	-	-
10-71-5748 Emergency Notification	4,376	4,376	4,518	5,000	5,000	4,911	12,000
10-71-7608 Disaster - General Expenses	2,317	-	47,904	500,000	500,000	63,229	100,000
Total Other Services	**15,710**	**13,920**	**52,422**	**507,500**	**507,500**	**68,140**	**114,500**
Capital Outlays							
10-71-6030 Capital Outlay - Vehicle	37,104	-	-	-	-	-	-
Total Capital Outlays	**37,104**	**-**	**-**	**-**	**-**	**-**	**-**
Total Emergency Management Expenditures	**77,106**	**21,126**	**55,717**	**527,500**	**527,500**	**68,155**	**134,500**

CODE ENFORCEMENT

DEPARTMENT VISION STATEMENT

To make the City of Manvel a safe place to live, work, and visit, by protecting individuals, preserving property, promoting a clean community and maintaining an exceptional quality of life.

FUNCTIONS

- Code Enforcement
- Health Inspections

DEPARTMENT DESCRIPTION

Code Enforcement is responsible for conducting plan reviews of commercial buildings and performing inspections of new and existing structures within the city and ETJ to ensure they meet current Codes and City ordinances. Code Enforcement also responds to complaints of property violations such as tall grass/weeds and trash/debris on properties to assist the owners with bringing the properties up to code.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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CITY OF MANVEL, TEXAS

========================FISCAL YEAR 2023-2024 ANNUAL BUDGET========================

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Code Enforcement							
Personnel Services							
10-80-5000 Salaries	-	-	-	108,387	108,387	112,008	114,890
10-80-5002 Overtime	-	-	-	3,500	3,500	1,945	4,308
10-80-5006 Longevity	-	-	-	-	-	-	120
10-80-5010 FICA Expense	-	-	-	8,651	8,651	8,743	9,227
10-80-5030 Health Insurance	-	-	-	22,054	22,054	23,601	27,150
10-80-5031 Vision Insurance	-	-	-	237	237	261	237
10-80-5032 Life & LTD	-	-	-	497	497	498	816
10-80-5033 Dental	-	-	-	903	903	997	903
10-80-5034 Retirement	-	-	-	11,617	11,617	11,713	12,074
10-80-5035 Cell Phone Allowance	-	-	-	1,200	1,200	400	1,300
10-80-5038 Flex	-	-	-	89	89	98	100
10-80-5039 Flex Card - Health Ins	-	-	-	800	800	884	800
10-80-5040 Workers Compensation	-	-	-	449	449	425	650
Total Personnel Services	**-**	**-**	**-**	**158,384**	**158,384**	**161,572**	**172,576**
Commodities							
10-80-5222 Postage	-	-	-	750	750	282	750
10-80-5225 Fuel	-	-	-	8,000	8,000	1,919	5,000
10-80-5230 Office Expense	-	-	-	3,000	3,000	420	3,000
10-80-5240 Minor Tools & Equipment	-	-	-	6,000	6,000	762	6,000
Total Commodities	**-**	**-**	**-**	**17,750**	**17,750**	**3,383**	**14,750**
Contractual Services							
10-80-5400 Legal Fees	-	-	-	-	-	-	-
10-80-5418 Employment Testing	-	-	-	200	200	-	200
10-80-5432 Rental Equipment	-	-	-	-	-	-	-
10-80-5440 Computer Maintenance/Support	-	-	-	5,000	5,000	3,225	5,000
10-80-5441 Computer Software	-	-	-	-	-	-	-
10-80-5445 Telephone	-	-	-	5,000	5,000	-	5,000
10-80-5446 Uniforms	-	-	-	2,500	2,500	316	2,500
10-80-5452 Code Enforcement/Abatement	-	-	-	50,000	50,000	-	50,000
10-80-5550 Radio Usage	-	-	-	3,100	3,100	-	3,100
Total Contractual Services	**-**	**-**	**-**	**65,800**	**65,800**	**3,541**	**65,800**
Other Services							
10-80-5622 Dues & Subscriptions	-	-	-	1,000	1,000	75	1,000
10-80-5638 Vehicle Repairs/Maintenance	-	-	-	3,500	3,500	291	3,500
10-80-5645 Training & Travel	-	-	-	4,000	4,000	920	4,000
10-80-5660 Investigative Expense	-	-	-	-	-	-	-
10-80-5700 Vehicle/Equip Replacement Fees	-	-	-	-	-	-	-
10-80-5800 Professional Services	-	-	-	-	-	-	-
Total Other Services	**-**	**-**	**-**	**8,500**	**8,500**	**1,286**	**8,500**
Capital Outlays							
10-80-6030 Capital Outlay - Vehicle	-	-	-	-	-	-	-
Total Capital Outlays	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Code Enforcement Expenditures	**-**	**-**	**-**	**250,434**	**250,434**	**169,782**	**261,626**

POLICE

DEPARTMENT VISION STATEMENT

The members of the Manvel Police Department are committed to excellence in law enforcement and are dedicated to the people, traditions and diversity of our city.

FUNCTIONS

- Administration
- Criminal Investigations
- Patrol
- Communications
- Support Staff

DEPARTMENT DESCRIPTION

The Police Department is responsible for maintaining the safety of the citizens of the City of Manvel as well as the persons who travel and visit our city. This is accomplished by vigilant patrol and rapid response to calls for service. The officers of the Police Department are responsible for enforcing Federal, State and Local Laws. The members of the Police Department take pride in the standard they set with the relationship between the community and their Police Department.

The Police Department is commanded by the Chief of Police who oversees the overall activities of the department and the different divisions. The Chief of Police writes and sets policy for the department, researches and compiles reports for criminal statistics, manages the department's budget and purchasing, approves leave and requested training, responds to assist on calls for service, enforces traffic and criminal law and any other duty that would maintain the efficiency of the department.

The Criminal Investigations Division consists of a Detective Sergeant and two Detectives. The Criminal Investigations division is responsible for investigating reported criminal activity, obtaining arrest warrants as well as evidence management. The CID responds to major criminal offenses processes crime scenes and collects evidence for investigation and prosecution. They also process evidence for fingerprints or identifiers that would identify a suspect in a case such as DNA.

The Patrol Division is made up of Patrol Sergeants and Patrol Officers. The officers of the department are responsible for patrolling the city and enforcing Federal, State and Municipal Laws. Officers enforce traffic law, investigate accidents, respond to and handle calls for service, animal complaints, business and residential alarms, conduct vacation watches and close patrols. Officers write reports and investigate criminal activity which includes processing scenes for evidence, collecting evidence, submitting reports for investigation and prosecution, obtaining warrants for arrest and making arrests of individuals identified as suspects in criminal cases. The traffic division falls under the patrol operations of the department. Traffic officers are specially trained in collision re-construction and investigation, DWI enforcement and Impaired Driving investigations. Currently there are two officers assigned to the traffic division. These officers work staggered shifts and are assigned based on the need of enforcement. They concentrate in high traffic areas and areas where the department has received complaints of speeding or reckless driving.

The department's Communications Division has five personnel assigned. Telecommunications Officers answer the incoming administrative phone calls, 911 emergency calls and dispatch for the Manvel Police Department, as well as the Alvin Independent School District Police on weekends and holidays.

The department's Administrative Assistant/ Office Manager position handles the records management of the department; compiles data for monthly and quarterly reports as well as data for the NIBRS (National Incident Base Reporting System) to be submitted monthly. The Administrative Assistant reviews reports and prepares the reports and supporting documents to be submitted for prosecution; monitors the records management system and ensures the data entry is correct as well as the CAD (Computer Aided Dispatch) data entry. Monitors the training of the communications personnel and department personnel who have access to the TLETS system (Texas Law Enforcement Telecommunications System), receives and compiles public information records request; Monitors the Mobile and Body Camera Systems and is currently the Administrator with the Records Management/CAD.

In the FY 24 budget year the department is asking for 3 new positions, one (1) Detective, one (1) Telecommunications officer, and one (1) Animal Control Officer. Because we will be seeing increased calls for service due to new developments, the positions will increase patrol visibility and response.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

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FY 2023-24 DEPARTMENT GOALS

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	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Police Expenditures							
Personnel Services							
10-90-5000 Salaries	1,495,579	1,678,632	2,231,313	2,824,191	2,824,191	2,708,515	3,279,606
10-90-5002 Overtime	47,659	46,161	48,430	40,000	40,000	45,133	103,640
10-90-5006 Longevity	4,140	5,580	5,940	7,200	7,200	6,780	8,460
10-90-5009 Certification	-	-	16,360	17,400	17,400	7,088	27,950
10-90-5010 FICA Expense	114,007	125,977	173,719	221,061	221,061	206,161	261,678
10-90-5030 Health Insurance	239,387	178,697	334,818	485,179	485,179	469,450	750,065
10-90-5031 Vision Insurance	2,805	2,958	4,028	5,206	5,206	5,169	5,561
10-90-5032 Life & LTD	6,145	6,780	8,057	12,505	12,505	10,400	19,187
10-90-5033 Dental	11,812	12,311	15,606	19,874	19,874	19,905	21,229
10-90-5034 Retirement	171,287	175,013	252,588	296,844	296,844	283,431	342,405
10-90-5035 Cell Phone Allowance Expense	623	727	884	900	900	2,850	975
10-90-5038 Flex	1,168	1,176	1,297	1,954	1,954	1,798	2,500
10-90-5039 Flex Card - Health Ins	9,700	9,790	11,127	17,598	17,598	15,920	18,800
10-90-5040 Workers Compensation	21,593	22,137	36,772	55,803	55,803	52,779	60,000
Total Personnel Services	**2,125,905**	**2,265,938**	**3,140,940**	**4,005,715**	**4,005,715**	**3,835,377**	**4,902,058**
Commodities							
10-90-5210 Supplies	2,468	3,756	4,632	3,500	3,500	4,932	3,500
10-90-5211 Supplies - Crime Prevention	325	821	935	1,000	1,000	1,111	1,000
10-90-5220 Janitorial Supplies & Cleaning	1,758	1,432	3,123	5,000	5,000	3,762	5,000
10-90-5222 Postage	664	1,061	1,207	1,500	1,500	1,119	1,500
10-90-5225 Fuel	47,906	55,434	96,298	80,000	80,000	119,818	80,000
10-90-5230 Office Expense	5,000	4,538	6,643	5,500	5,500	5,200	5,500
10-90-5240 Minor Tools & Equipment	6,327	18,468	74,691	75,000	75,000	50,228	175,000
Total Commodities	**64,448**	**85,509**	**187,529**	**171,500**	**171,500**	**186,169**	**271,500**
Contractual Services							
10-90-5364 Records & Evidence Storage	3,852	4,505	3,994	5,000	5,000	554	5,000
10-90-5370 Radio Repairs	1,150	-	504	1,000	1,000	3,279	5,000
10-90-5380 Building Repair & Maintenance	3,562	12,161	10,875	10,000	10,000	5,179	10,000
10-90-5418 Employment Testing	-	-	2,500	2,000	2,000	1,260	2,000
10-90-5420 Electricity	7,156	5,546	6,085	6,000	6,000	6,410	8,000
10-90-5430 Gas Utilities	273	301	307	400	400	430	450
10-90-5436 Communications Expense	9,576	11,258	10,551	10,000	10,000	15,444	28,000
10-90-5440 Computer Maintenance/Support	13,821	-	765	-	-	3,534	1,000
10-90-5445 Telephone	28,908	32,474	28,391	30,000	30,000	47,549	45,000
10-90-5446 Uniforms	8,366	12,045	10,745	13,000	13,000	9,920	13,000
10-90-5458 Maintenance Agreements	155,003	109,279	75,637	85,000	85,000	153,143	175,000
10-90-5473 Animal Control Expense	20	129	221	250	250	-	250
10-90-5550 Radio Usage	19,188	18,696	25,584	30,000	30,000	468	30,000
Total Contractual Services	**250,874**	**206,393**	**176,160**	**192,650**	**192,650**	**247,168**	**322,700**
Other Services							
10-90-5618 Job Recruiting	385	1,085	850	750	750	450	750
10-90-5622 Dues & Subscriptions	750	945	863	1,250	1,250	1,252	1,250
10-90-5638 Vehicle Repairs/Maintenance	38,478	54,638	68,391	55,000	55,000	48,614	55,000
10-90-5645 Training & Travel	9,892	12,019	11,506	15,000	15,000	10,713	35,000
10-90-5646 Training - LEOS Eligible	749	3,610	2,640	2,000	2,000	690	2,000
10-90-5659 Firearms/Taser	4,429	6,543	8,528	8,000	8,000	9,456	8,000
10-90-5660 Investigative Expense	1,320	3,479	831	2,000	2,000	4,603	6,000
10-90-5685 Jail Operations	248	-	-	250	250	-	250
10-90-5700 Vehicle/Equip Replacement Fees	65,000	65,000	65,000	-	-	-	-
Total Other Services	**121,250**	**147,320**	**158,609**	**84,250**	**84,250**	**75,778**	**108,250**
Capital Outlays							
10-90-6020 Capital Outlay - Equipment	-	144,520	22,030	20,000	20,000	18,173	20,000
10-90-6030 Capital Outlay - Vehicle	-	84,446	381,900	-	-	-	240,000
10-90-6040 Capital Outlay - Furniture & Fixtures	-	-	312,928	-	-	-	-
10-90-6080 Capital Outlay - Building	-	-	29,534	-	-	-	-
Total Capital Outlays	**-**	**228,966**	**746,392**	**20,000**	**20,000**	**18,173**	**260,000**
Total Police Expenditures	**2,562,478**	**2,934,125**	**4,409,629**	**4,474,115**	**4,474,115**	**4,362,665**	**5,864,508**

SECTION 6 – SPECIAL REVENUE FUNDS

COMMUNITY IMPACT FEE FUND

The Community Impact Fee Fund provides for the accounting of fees collected for the expansion of the water & wastewater system. These fees are calculated and reviewed according to state provisions.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Community Impact Fee Fund Revenues							
Interest Revenues							
45-06-4600 Interest Income	6,156	501	-		-	-	-
Total Interest Revenues	**6,156**	**501**	**-**	**-**	**-**	**-**	**-**
Utility Revenues							
45-08-4334 Impact Fee - Water	350,997	443,302	109,870	150,000	150,000	(8,789)	150,000
45-08-4336 Impact Fee - Wastewater	113,133	269,887	37,950	60,000	60,000	90,983	100,000
Total Utility Revenues	**464,130**	**713,189**	**147,820**	**210,000**	**210,000**	**82,194**	**250,000**
Transfer-In Revenues							
45-09-4999 Transfer In - Fund Balance	-	-	-	-	-	-	-
Total Transfer-In Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Community Impact Fee Fund Revenues	**470,286**	**713,690**	**147,820**	**210,000**	**210,000**	**82,194**	**250,000**
Community Impact Fee Fund Expenditures							
Other Services							
45-10-5800 Eng/Consulting/Planning Fees	5,000		-		-	-	-
Total Other Services	**5,000**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-Out							
45-10-8582 Transfer To - Capital Projects Fund	400,000	1,390,411		-	-	-	-
45-95-8582 Transfer To - Capital Projects Fund	-	-	-	210,000	210,000	157,985	250,000
Total Transfer-Out	**400,000**	**1,390,411**	**-**	**210,000**	**210,000**	**157,985**	**250,000**
Total Community Impact Fee Fund Expenditures	**405,000**	**1,390,411**	**-**	**210,000**	**210,000**	**157,985**	**250,000**
Net Revenues over (Expenditures)	**65,286**	**(676,721)**	**147,820**	**-**	**-**	**(75,791)**	**-**
Fund Balance - Beginning	611,436	676,722	0	147,820	147,820	147,820	72,029
Fund Balance - Transfer Out	-	-	-	-	-	-	-
Fund Balance - Ending	**676,722**	**0**	**147,820**	**147,820**	**147,820**	**72,029**	

PARKS FUND

The Parks Fund provides for the accounting of committed funds for park land and development. This fund is designated as a Special Revenue Fund.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Parks Fund Revenues							
Interest Revenues							
55-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Other Source Revenues							
55-07-4811 Other Income	-	-	-	-	-	-	-
Total Other Source Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-In Revenues							
55-07-4950 Transfer In - Gen Fund	-	-	-	-	-	-	-
55-09-4950 Transfer In - Gen Fund	25,000	429,100	-	-	-	-	100,000
55-09-4999 Transfer In - Fund Balance	-	-	-	308,100	333,100	333,100	208,100
Total Transfer-In Revenues	**25,000**	**429,100**	**-**	**308,100**	**333,100**	**333,100**	**308,100**
Total Parks Fund Revenues	**25,000**	**429,100**	**-**	**308,100**	**333,100**	**333,100**	**308,100**
Parks Fund Expenditures							
Commodities							
55-55-5220 Janitorial Supplies & Cleaning	-	-	-	-	-	-	-
Total Commodities	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Contractual Services							
55-55-5377 Beautification Projects	10,000	16,300	52,102	35,000	60,000	100,358	35,000
55-55-5380 Building Repair & Maintenance	55	2,092	1,498	2,500	2,500	-	2,500
55-55-5420 Electricity	394	456	617	600	600	639	600
55-55-5453 Grounds Maintenance	13,240	17,831	16,167	20,000	20,000	5,000	20,000
Total Contractual Services	**23,690**	**36,679**	**70,385**	**58,100**	**83,100**	**105,997**	**58,100**
Capital Outlays							
55-55-6070 Capital Outlay - Improvements	-	-	164,577	250,000	250,000	100	250,000
Total Capital Outlays	**-**	**-**	**164,577**	**250,000**	**250,000**	**100**	**250,000**
Total Parks Fund Expenditures	**23,690**	**36,679**	**234,962**	**308,100**	**333,100**	**106,097**	**308,100**
Net Revenues over (Expenditures)	**1,310**	**392,421**	**(234,962)**	**-**	**-**	**227,003**	**-**
Fund Balance - Beginning	108,344	109,654	502,075	267,113	267,113	267,113	161,016
Fund Balance - Transfer Out	-	-	-	(308,100)	(333,100)	(333,100)	(208,100)
Fund Balance - Ending	**109,654**	**502,075**	**267,113**	**(40,987)**	**(65,987)**	**161,016**	**(47,084)**

HOTEL OCCUPANCY TAX FUND

The Hotel Occupancy Tax Fund provides for the accounting of taxes collected from the hotels within the city. The collected money has to be spent on goods and services to promote tourism and the convention and hotel industry as per state law.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Hotel/Motel Tax Fund Revenues							
Miscellaneous Tax Revenues							
60-02-4901 Hotel Taxes	58,657	71,830	68,366	45,000	45,000	99,715	45,000
Total Miscellaneous Tax Revenues	**58,657**	**71,830**	**68,366**	**45,000**	**45,000**	**99,715**	**45,000**
Interest Revenues							
60-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	-	-	-	-	-	-	-
Other Source Revenues							
60-07-4811 Other Income	-	-	-	-	-	-	-
Total Other Source Revenues	-	-	-	-	-	-	-
Total Hotel/Motel Tax Fund Revenues	**58,657**	**71,830**	**68,366**	**45,000**	**45,000**	**99,715**	**45,000**
Hotel/Motel Tax Fund Expenditures							
Other Services							
60-10-5725 Advertising & Promotion	1,070	3,598	75	45,000	45,000	230	45,000
Total Other Services	**1,070**	**3,598**	**75**	**45,000**	**45,000**	**230**	**45,000**
Capital Outlays							
60-91-7559 Projects	-	-	-	-	-	-	-
Total Capital Outlays	-	-	-	-	-	-	-
Total Hotel/Motel Tax Fund Expenditures	**1,070**	**3,598**	**75**	**45,000**	**45,000**	**230**	**45,000**
Net Revenues over (Expenditures)	**57,587**	**68,232**	**68,291**	-	-	**99,485**	-
Fund Balance - Beginning	569,249	626,836	695,068	763,359	763,359	763,359	862,844
Fund Balance - Transfer Out	-	-	-	-	-	-	-
Fund Balance - Ending	**626,836**	**695,068**	**763,359**	**763,359**	**763,359**	**862,844**	**862,844**

MUNICIPAL JURY FUND

The Municipal Jury Fund provides for the accounting of fees collected by the Court in accordance with state statute to pay for jurors needed for jury trials.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Municipal Jury Fund Revenues							
Fines and Fees Revenues							
61-05-4400 Court Fines	-	38	150	150	150	177	150
Total Fines and Fees Revenues	**-**	**38**	**150**	**150**	**150**	**177**	**150**
Interest Revenues							
61-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Other Source Revenues							
61-07-4811 Other Income	-	-	-	-	-	-	-
Total Other Source Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Municipal Jury Fund Revenues	**-**	**38**	**150**	**150**	**150**	**177**	**150**
Municipal Jury Fund Expenditures							
Other Services							
61-10-5634 Jury Cost	-	-	15	150	150	177	150
Total Other Services	**-**	**-**	**15**	**150**	**150**	**177**	**150**
Total Municipal Jury Fund Expenditures	**-**	**-**	**15**	**150**	**150**	**177**	**150**
Net Revenues over (Expenditures)	**-**	**38**	**135**	**-**	**-**	**-**	**-**
Fund Balance - Beginning	-	-	38	173	173	173	173
Fund Balance - Transfer Out	-	-	-	-	-	-	-
Fund Balance - Ending	**-**	**38**	**173**	**173**	**173**	**173**	**173**

COURT SECURITY FUND

The Court Security Fund provides for the accounting of fees collected by the Court in accordance with state statute to purchase security for the Court.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Court Security Fund Revenues							
Fines and Fees Revenues							
62-05-4400 Court Fines	7,794	6,645	7,624	7,000	7,000	8,929	7,000
Total Fines and Fees Revenues	**7,794**	**6,645**	**7,624**	**7,000**	**7,000**	**8,929**	**7,000**
Interest Revenues							
62-06-4600 Interest Income		-	-	-	-	-	-
Total Interest Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-In Revenues							
62-09-4999 Transfer-In Fund Balance	-	-	-	8,000	8,000	(8,000)	-
Total Transfer-In Revenues	**-**	**-**	**-**	**8,000**	**8,000**	**(8,000)**	**-**
Total Court Security Fund Revenues	**7,794**	**6,645**	**7,624**	**15,000**	**15,000**	**929**	**7,000**
Court Security Fund Expenditures							
Personnel Services							
62-10-5000 Salaries	-	-	-	-	-	-	-
62-10-5002 Overtime	-	-	-	-	-	-	-
62-10-5010 FICA Expense	-	-	-	-	-	-	-
62-10-5030 Health Insurance	-	-	-	-	-	-	-
62-10-5034 Retirement	-	-	-	-	-	-	-
Total Personnel Services	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Commodities							
62-10-5240 Minor Tools & Equipment	-	-	3,355	8,000	8,000	-	3,000
Total Commodities	**-**	**-**	**3,355**	**8,000**	**8,000**	**-**	**3,000**
Contractual Services							
62-10-5433 Security Equipment	-	-	-	-	-	-	-
62-10-5434 Bailiff - Security	-	-	-	6,500	6,500	-	3,500
Total Contractual Services	**-**	**-**	**-**	**6,500**	**6,500**	**-**	**3,500**
Other Services							
62-10-5645 Training & Travel	-	-	-	500	500	-	500
Total Other Services	**-**	**-**	**-**	**500**	**500**	**-**	**500**
Total Court Security Fund Expenditures	**-**	**-**	**3,355**	**15,000**	**15,000**	**-**	**7,000**
Net Revenues over (Expenditures)	**7,794**	**6,645**	**4,268**	**-**	**-**	**929**	**-**
Fund Balance - Beginning	15,453	23,247	29,892	34,160	34,160	34,160	43,090
Fund Balance - Transfer Out	-	-	-	(8,000)	(8,000)	8,000	-
Fund Balance - Ending	**23,247**	**29,892**	**34,160**	**26,160**	**26,160**	**43,090**	**43,090**

TRUANCY PREVENTION FUND

The Truancy Prevention Fund provides for the accounting of fees collected by the Court in accordance with state statute to be used for a truancy officer or programs to deter truancy in juveniles.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Truancy Prevention Fund Revenues							
Fines and Fees Revenues							
63-05-4400 Court Fines	-	1,913	7,340	5,500	5,500	9,971	5,500
Total Fines and Fees Revenues	**-**	**1,913**	**7,340**	**5,500**	**5,500**	**9,971**	**5,500**
Interest Revenues							
63-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Other Source Revenues							
63-07-4811 Other Income	-	-	40	400	400	640	400
Total Other Source Revenues	**-**	**-**	**40**	**400**	**400**	**640**	**400**
Total Truancy Prevention Fund Revenues	**-**	**1,913**	**7,380**	**5,900**	**5,900**	**10,611**	**5,900**
Truancy Prevention Fund Expenditures							
Personnel Services							
63-10-5000 Salaries	-	-	799	-	-	-	-
Total Personnel Services	**-**	**-**	**799**	**-**	**-**	**-**	**-**
Commodities							
63-10-5230 Office Expense	-	-	4,052	2,500	2,500	10,260	5,900
Total Commodities	**-**	**-**	**4,052**	**2,500**	**2,500**	**10,260**	**5,900**
Contractual Services							
63-10-5480 Contract Labor	-	-	-	2,400	2,400	-	-
Total Contractual Services	**-**	**-**	**-**	**2,400**	**2,400**	**-**	**-**
Other Services							
63-10-5645 Training & Travel	-	-	352	1,000	1,000	-	-
Total Other Services	**-**	**-**	**352**	**1,000**	**1,000**	**-**	**-**
Total Truancy Prevention Fund Expenditures	**-**	**-**	**5,203**	**5,900**	**5,900**	**10,260**	**5,900**
Net Revenues over (Expenditures)	**-**	**1,913**	**2,177**	**-**	**-**	**351**	**-**
Fund Balance - Beginning	-	-	1,913	4,090	4,090	4,090	4,441
Fund Balance - Transfer Out	-	-	-	-	-	-	-
Fund Balance - Ending	**-**	**1,913**	**4,090**	**4,090**	**4,090**	**4,441**	**4,441**

COURT TECHNOLOGY FUND

The Court Technology Fund provides for the accounting of fees collected by the Court in accordance with state statute to purchase technology for the Court.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Court Technology Fund Revenues							
Fines and Fees Revenues							
64-05-4400 Court Fines	8,471	5,933	4,751	5,500	5,500	7,324	6,000
Total Fines and Fees Revenues	**8,471**	**5,933**	**4,751**	**5,500**	**5,500**	**7,324**	**6,000**
Interest Revenues							
64-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-In Revenues							
64-09-4999 Transfer In - Fund Balance	-	-	-	4,500	4,500	4,500	1,000
Total Transfer-In Revenues	**-**	**-**	**-**	**4,500**	**4,500**	**4,500**	**1,000**
Total Court Technology Fund Revenues	**8,471**	**5,933**	**4,751**	**10,000**	**10,000**	**11,824**	**7,000**
Court Technology Fund Expenditures							
Commodities							
64-10-5240 Minor Tools & Equipment	11,756	11,733	1,375	7,500	7,500	-	2,500
Total Commodities	**11,756**	**11,733**	**1,375**	**7,500**	**7,500**	**-**	**2,500**
Contractual Services							
64-10-5440 Computer Maintenance/Support	-	-	-	2,500	2,500	-	4,500
Total Contractual Services	**-**	**-**	**-**	**2,500**	**2,500**	**-**	**4,500**
Total Court Technology Fund Expenditures	**11,756**	**11,733**	**1,375**	**10,000**	**10,000**	**-**	**7,000**
Net Revenues over (Expenditures)	**(3,286)**	**(5,799)**	**3,376**	**-**	**-**	**11,824**	**-**
Fund Balance - Beginning	30,804	27,518	21,719	25,096	25,096	25,096	32,419
Fund Balance - Transfer Out	-	-	-	(4,500)	(4,500)	(4,500)	(1,000)
Fund Balance - Ending	**27,518**	**21,719**	**25,096**	**20,596**	**20,596**	**32,419**	**31,419**

LAW ENFORCEMENT FUND

The Law Enforcement Fund provides for the accounting of money and/or property seized through various operations of the police department in accordance with state statute.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Law Enforcement Fund Revenues							
Interest Revenues							
65-06-4600 Interest Income	0	-	-	-	-	-	-
Total Interest Revenues	**0**	**-**	**-**	**-**	**-**	**-**	**-**
Other Source Revenues							
65-07-4505 Seizure Funds	-	-	-	1,000	1,000	3,376	1,000
Total Other Source Revenues	**-**	**-**	**-**	**1,000**	**1,000**	**3,376**	**1,000**
Total Law Enfocement Fund Revenues	**0**	**-**	**-**	**1,000**	**1,000**	**3,376**	**1,000**
Law Enforcement Fund Expenditures							
Commodities							
65-90-5240 Minor Tools & Equipment	-	-	-	1,000	1,000	-	1,000
Total Commodities	**-**	**-**	**-**	**1,000**	**1,000**	**-**	**1,000**
Total Law Enforcement Fund Expenditures	**-**	**-**	**-**	**1,000**	**1,000**	**-**	**1,000**
Net Revenues over (Expenditures)	**0**	**-**	**-**	**-**	**-**	**3,376**	**-**
Fund Balance - Beginning	4,020	4,020	4,020	4,020	4,020	4,020	7,397
Fund Balance - Transfer Out	-	-	-	-	-	-	-
Fund Balance - Ending	**4,020**	**4,020**	**4,020**	**4,020**	**4,020**	**7,397**	**7,397**

PUBLIC, EDUCATIONAL, and GOVERNMENT (PEG) FEE FUND

The PEG Fee Fund provides for the accounting of fees collected by cable companies doing business in the City of Manvel in accordance with state statute. The funds are provided to purchase improvements for PEG Access programming and these funds must be used only for the production of PEG Access programming, according to state law.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
PEG Fee Fund Revenues							
Franchise Fee Revenues							
67-03-4110 PEG Fees	16,414	18,321	16,956	10,000	10,000	5,335	10,000
Total Franchise Fee Revenues	**16,414**	**18,321**	**16,956**	**10,000**	**10,000**	**5,335**	**10,000**
Interest Revenues							
67-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	-	-	-	-	-	-	-
Transfer-In Revenues							
67-09-4999 Transfer In - Fund Balance	-	-	-	40,000	40,000	40,000	40,000
Total Transfer-In Revenues	-	-	-	**40,000**	**40,000**	**40,000**	**40,000**
Total PEG Fee Fund Revenues	**16,414**	**18,321**	**16,956**	**50,000**	**50,000**	**45,335**	**50,000**
PEG Fee Fund Expenditures							
Commodities							
67-10-5240 Minor Tools & Equipment	-	-	-	-	-	-	-
Total Commodities	-	-	-	-	-	-	-
Capital Outlays							
67-10-6020 Capital Outlay - Equipment	-	-	-	50,000	50,000	-	50,000
Total Capital Outlays	-	-	-	**50,000**	**50,000**	-	**50,000**
Total PEG Fee Fund Expenditures	-	-	-	**50,000**	**50,000**	-	**50,000**
Net Revenues over (Expenditures)	**16,414**	**18,321**	**16,956**	-	-	**45,335**	-
Fund Balance - Beginning	120,712	137,126	155,448	172,404	172,404	172,404	177,739
Fund Balance - Transfer Out	-	-	-	(40,000)	(40,000)	(40,000)	(40,000)
Fund Balance - Ending	**137,126**	**155,448**	**172,404**	**132,404**	**132,404**	**177,739**	**137,739**

SOUTH MANVEL DEVELOPMENT AUTHORITY (SMDA) FUND

The SMDA Fund provides for the accounting of funds for development in the southern areas of Manvel located in TIRZ #3. This fund partners with the TIRZ #3 Fund and acts to use funds generated from property taxes to reinvest in development of the area.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
SMDA Fund Revenues							
Interest Revenues							
80-06-4600 Interest Income	3,004	296	3,004	1,000	1,000	23,670	1,000
Total Interest Revenues	**3,004**	**296**	**3,004**	**1,000**	**1,000**	**23,670**	**1,000**
Transfer-In Revenues							
80-09-4961 Transfer In - TIRZ #3	86,055	130,211	-	150,000	150,000	917,587	1,621,500
Total Transfer-In Revenues	**86,055**	**130,211**	**-**	**150,000**	**150,000**	**917,587**	**1,621,500**
Total SMDA Fund Revenues	**89,059**	**130,507**	**3,004**	**151,000**	**151,000**	**941,257**	**1,622,500**
SMDA Fund Expenditures							
Contractual Services							
80-10-5330 Administrative Support Services		-	-			-	60,000
80-10-5461 Planning & Development	6,625	-	-	5,000	5,000	-	5,000
Total Contractual Services	**6,625**	**-**	**-**	**5,000**	**5,000**	**-**	**65,000**
Other Services							
80-10-5701 Legal Fees	-	-	-	-	-	-	-
Total Other Services	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Capital Outlays							
80-91-7559 Projects	-	-	-	146,000	146,000	-	146,000
Total Capital Outlays	**-**	**-**	**-**	**146,000**	**146,000**	**-**	**146,000**
Transfers Out							
80-95-8510 Transfer To General Fund	-	-	-	-	-	-	383,000
Total Capital Outlays	**-**	**-**	**-**	**-**	**-**	**-**	**383,000**
Total SMDA Fund Expenditures	**6,625**	**-**	**-**	**151,000**	**151,000**	**-**	**594,000**
Net Revenues over (Expenditures)	**82,434**	**130,507**	**3,004**	**-**	**-**	**941,257**	**1,028,500**
Fund Balance - Beginning	299,204	381,638	512,145	515,149	515,149	515,149	1,456,406
Fund Balance - Transfer Out	-	-	-	-	-	-	-
Fund Balance - Ending	**381,638**	**512,145**	**515,149**	**515,149**	**515,149**	**1,456,406**	**2,484,906**

TAX INCREMENT REINVESTMENT ZONE #3 (TIRZ #3) FUND

The TIRZ #3 Fund is for the accounting of funds collected in the defined zone of property in the southern area of Manvel. This is the revenue side which partners with the SMDA (that handles the expenditures) to reinvest in development of that area.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
TIRZ #3 Fund Revenues							
Ad Valorem Tax Revenues							
81-01-4000 Current Ad Valorem Taxes	61,557	73,634	179,756	350,000	350,000	601,816	1,530,000
81-01-4010 Delinquent Ad Valorem Taxes	869	2,767	-	1,000	1,000	7,927	1,000
81-01-4011 P&I on Ad Valorem Taxes	500	594	-	500	500	-	500
81-01-4020 Brazoria County - Ad Valorem Taxes	16,018	18,780	48,433	25,000	25,000	-	50,000
Total Ad Valorem Tax Revenues	**78,945**	**95,774**	**228,189**	**376,500**	**376,500**	**609,743**	**1,581,500**
Miscellaneous Tax Revenues							
81-02-4030 Sales Tax Revenues	6,742	-	39,655	-	40,000	40,000	40,000
Total Miscellaneous Tax Revenues	**6,742**	**-**	**39,655**	**-**	**40,000**	**40,000**	**40,000**
Interest Revenues							
81-06-4600 Interest Income	368	45	-	-	-	-	-
Total Interest Revenues	**368**	**45**	**-**	**-**	**-**	**-**	**-**
Transfer-In Revenues							
81-09-4950 Transfer In - General Fund	-	34,393	-	40,000	-	-	-
Total Transfer-In Revenues	**-**	**34,393**	**-**	**40,000**	**-**	**-**	**-**
Total TIRZ #3 Fund Revenues	**86,055**	**130,211**	**267,844**	**416,500**	**416,500**	**649,743**	**1,621,500**
TIRZ #3 Fund Expenditures							
Transfer-Out							
81-95-8587 Transfer Out - SMDA Fund	86,055	130,211	-	416,500	416,500	917,587	1,621,500
Total Transfer-Out	**86,055**	**130,211**	**-**	**416,500**	**416,500**	**917,587**	**1,621,500**
Total TIRZ #3 Fund Expenditures	**86,055**	**130,211**	**-**	**416,500**	**416,500**	**917,587**	**1,621,500**
Net Revenues over (Expenditures)	**-**	**0**	**267,844**	**-**	**-**	**(267,844)**	**-**
Fund Balance - Beginning	-	-	0	267,844	267,844	267,844	0
Fund Balance - Transfer Out	-	-	-	-	-	-	-
Fund Balance - Ending	**-**	**0**	**267,844**	**267,844**	**267,844**	**0**	**0**

MANVEL ECONOMIC DEVELOPMENT CORP (MEDC) FUND

This MEDC Fund accounts for the Manvel Economic Development Corporation. The revenues are derived by using 1/3 of the amount of sales tax received by the City, and are designated for economic development.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Manvel Economic Development Fund Revenues							
Miscellaneous Tax Revenues							
90-02-4030 Sales Tax Revenue	940,705	1,130,825	1,109,256	1,200,000	1,200,000	846,116	1,200,000
Total Miscellaneous Tax Revenues	**940,705**	**1,130,825**	**1,109,256**	**1,200,000**	**1,200,000**	**846,116**	**1,200,000**
Interest Revenues							
90-06-4600 Interest Income	16,280	3,924	26,835	5,000	5,000	113,428	100,000
Total Interest Revenues	**16,280**	**3,924**	**26,835**	**5,000**	**5,000**	**113,428**	**100,000**
Other Source Revenues							
90-07-4811 Other Income	-	-	-	-	-	-	-
Total Other Source Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-In Revenues							
90-09-4999 Transfer In - Fund Balance	-	-	-	407,500	407,500	-	500,000
Total Transfer-In Revenues	**-**	**-**	**-**	**407,500**	**407,500**	**-**	**500,000**
Total Manvel Economic Development Fund Revenues	**956,985**	**1,134,750**	**1,136,091**	**1,612,500**	**1,612,500**	**959,544**	**1,800,000**

MANVEL ECONOMIC DEVELOPMENT CORP (MEDC) FUND (cont.)

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Manvel Economic Development Fund Expenditures							
Commodities							
90-10-5230 Office Expense	-	30	135	500	500	-	500
Total Commodities	**-**	**30**	**135**	**500**	**500**	**-**	**500**
Contractual Services							
90-10-5305 Service Agreements	12,000	-	-	12,000	12,000	-	12,000
90-10-5477 Audit Fees	2,725	2,775	2,880	3,000	3,000	-	3,300
Total Contractual Services	**14,725**	**2,775**	**2,880**	**15,000**	**15,000**	**-**	**15,300**
Other Services							
90-10-5622 Dues & Subscriptions	6,000	6,548	7,422	7,500	7,500	1,250	8,000
90-10-5625 Publications	-	161	-	1,500	1,500	-	1,500
90-10-5644 Orientation and Training	155	-	-	1,000	1,000	-	3,000
90-10-5647 Conference/Meetings	-	960	1,383	4,000	4,000	110	1,000
90-10-5655 Other Expenses	-	-	-	3,000	3,000	-	4,000
Total Other Services	**6,155**	**7,669**	**8,805**	**17,000**	**17,000**	**1,360**	**17,500**
Capital Outlays							
90-10-6201 MEDC Project	750,000	-	91,523	500,000	500,000	-	686,700
90-10-6205 Project Reimbursement	89,339	93,510	90,000	-	-	-	-
90-10-7511 Municipal Complex	-	-	-	1,080,000	1,080,000	-	1,080,000
90-10-7600 Contingency	-	-	-	-	-	-	-
Total Capital Outlays	**839,339**	**93,510**	**181,523**	**1,580,000**	**1,580,000**	**-**	**1,766,700**
Transfer-Out							
90-95-8583 Transfer To - Cap Proj Fund	-	-	-	-	-	-	-
90-95-8590 Transfer Out - Debt Service Fund		-	-	-	-	-	-
Total Transfer-Out	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Manvel Economic Development Fund Expenditures	**860,219**	**103,984**	**193,343**	**1,612,500**	**1,612,500**	**1,360**	**1,800,000**
Net Revenues over (Expenditures)	**96,766**	**1,030,766**	**942,748**	**-**	**-**	**958,184**	**-**
Fund Balance - Beginning	2,700,124	2,796,890	3,827,656	4,770,403	4,770,403	4,770,403	5,728,588
Fund Balance - Transfer Out	-	-	-	(407,500)	(407,500)	-	(500,000)
Fund Balance - Ending	**2,796,890**	**3,827,656**	**4,770,403**	**4,362,903**	**4,362,903**	**5,728,588**	**5,228,588**

SECTION 7 – PROPRIETARY FUNDS

VEHICLE/EQUIPMENT REPLACEMENT FUND

The Vehicle/Equipment Replacement Fund provides for the accounting of funds allocated from the various departments for the usage/replacement of vehicles and particular equipment. These funds are budgeted within the associated departments and transferred into this replacement fund. The amounts for City vehicles/equipment are scheduled over their useful life and updated for price changes over time. As units are scheduled for replacement, they are purchased and the cycle continues. Any new units that are first approved in a department's Capital Outlay line item will be added to this schedule in the year after purchase.

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Vehicle Replacement Fund Revenues							
Interest Revenues							
12-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Other Source Revenues							
12-07-4740 Vehicle/Equipment Replacement Fees	265,000	253,000	256,500	-	-	-	-
12-07-4800 Insurance & Other Reimbursements	-	32,173	88,558	-	-	-	-
12-07-4815 Gain on Sale of Asset Disposal	19,000	-	-	-	-	27,595	-
Total Other Source Revenues	**284,000**	**285,173**	**345,058**	**-**	**-**	**27,595**	**-**
Transfer-In Revenues							
12-09-4950 Transfer In - Gen Fund	-	-	-	200,000	200,000	200,000	-
12-09-4951 Transfer In - Utility Fund	-	-	-	80,000	80,000	80,000	-
12-09-4999 Transfer In - Fund Balance	-	-	-	-	-	-	280,000
Total Transfer-In Revenues	**-**	**-**	**-**	**280,000**	**280,000**	**280,000**	**280,000**
Total Vehicle Replacement Fund Revenues	**284,000**	**285,173**	**345,058**	**280,000**	**280,000**	**307,595**	**280,000**
Vehicle Replacement Fund Expenditures							
Other Services							
12-10-5655 Other Expenses	-	-	-	-	-	-	-
12-10-8410 Depreciation Expense	144,055	112,891	161,504	-	-	-	-
12-91-8410 Depreciation Expense	-	-	-	-	-	-	-
Total Other Services	**144,055**	**112,891**	**161,504**	**-**	**-**	**-**	**-**
Capital Outlays							
12-91-6030 Capital Outlay - Vehicle	-	2,163	-	280,000	280,000	259,027	280,000
Total Capital Outlays	**-**	**2,163**	**-**	**280,000**	**280,000**	**259,027**	**280,000**
Total Vehicle Replacement Fund Expenditures	**144,055**	**115,054**	**161,504**	**280,000**	**280,000**	**259,027**	**280,000**

UTILITY FUND

The Utility Fund will operate as an enterprise fund, meaning it will be funded through water, utility capacity fees, sewer and reuse service revenues. The Utility Fund has generally needed transfers from the General Fund to match revenues to expenditures. However, more connections have been added, and could possibly result in the fund being self-sufficient this year or very near future. With three water treatment plants and a wastewater treatment facility, the Utility Department provides service to the residents and businesses in Manvel. The Utility Department is responsible for providing high quality, safe drinking water and environmentally responsible wastewater service to the community.

Revenues by Type and Expenditures by Department

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Utility Fund Revenues							
Interest Revenues	-	-	-	-	-	-	-
Other Source Revenues	275	1,240	25,538	7,500	7,500	4,021	-
Utility Revenues	1,323,794	1,868,922	4,533,509	1,765,261	1,765,261	1,511,375	1,771,251
Transfer-In Revenues	315,751	100,000	-	-	-	-	413,000
Total Utility Fund Revenues	**1,639,820**	**1,970,162**	**4,559,047**	**1,772,761**	**1,772,761**	**1,515,396**	**2,184,251**
Utility Fund Expenditures							
Administration Expenditures	232,750	396,886	688,196	761,261	761,261	644,584	929,441
Water Expenditures	540,050	665,808	680,358	674,000	674,000	406,959	775,000
Wastewater Expenditures	423,458	288,545	317,221	332,500	332,500	289,984	415,000
Total Utility Fund Expenditures	**1,196,258**	**1,351,239**	**1,685,774**	**1,767,761**	**1,767,761**	**1,341,527**	**2,119,441**
Net Revenues over Expenses	**443,562**	**618,923**	**2,873,273**	**5,000**	**5,000**	**173,869**	**64,810**
Add back depreciation expense	268,627	304,069	327,731	270,000	270,000	-	270,000
Beginning Fund Balance							
Ending Fund Balance	**712,189**	**922,992**	**3,201,004**	**275,000**	**275,000**	**173,869**	**334,810**

Revenues – Details by Type

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Utility Fund Revenues							
Interest Revenues							
40-06-4600 Interest Income	-	-	-	-	-	-	-
Total Interest Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Other Source Revenues							
40-07-4800 Insurance Reimbursements	-	-	-	-	-	-	-
40-07-4811 Other Income	275	1,240	25,538	7,500	7,500	4,021	
Total Other Source Revenues	**275**	**1,240**	**25,538**	**7,500**	**7,500**	**4,021**	**-**
Utility Revenues							
40-08-4301 Water Revenue	396,909	544,232	801,098	713,761	713,761	907,359	1,042,556
40-08-4302 Wastewater Revenue	390,840	534,099	728,873	670,000	670,000	537,159	617,195
40-08-4311 Water Meters	95,540	89,570	58,970	80,000	80,000	29,353	80,000
40-08-4320 Set-Up Fee	12,435	13,985	10,980	14,000	14,000	6,277	14,000
40-08-4321 Tap Connection Fees	7,950	13,000	3,000	7,500	7,500	9,150	7,500
40-08-4390 Late Penalty Fees	6,670	1,969	20,357	10,000	10,000	22,077	10,000
40-08-4971 Contributed Capital	413,450	672,068	2,910,231	270,000	270,000	-	-
Total Utility Revenues	**1,323,794**	**1,868,922**	**4,533,509**	**1,765,261**	**1,765,261**	**1,511,375**	**1,771,251**
Transfer-In Revenues							
40-09-4950 Transfer In - General Fund	315,751	100,000	-	-	-	-	-
40-09-4999 Transfer In - Fund Balance	-	-	-	-	-	-	413,000
Total Transfer-In Revenues	**315,751**	**100,000**	**-**	**-**	**-**	**-**	**413,000**
Total Utility Fund Revenues	**1,639,820**	**1,970,162**	**4,559,047**	**1,772,761**	**1,772,761**	**1,515,396**	**2,184,251**

Expenditures – Department Totals

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Utility Fund Expenditures							
Administration Expenditures							
Personnel Services	138,763	283,158	540,651	573,161	573,161	559,223	778,841
Commodities	12,224	16,896	32,833	22,000	22,000	15,099	41,000
Contractual Services	4,597	3,324	13,499	37,600	32,600	28,774	37,600
Other Services	77,166	93,508	101,214	53,500	53,500	41,487	72,000
Capital Outlays	-	-	-	-	-	-	-
Transfer-Out	-	-	-	80,000	80,000	-	-
Total Administration Expenditures	**232,750**	**396,886**	**688,196**	**766,261**	**761,261**	**644,584**	**929,441**
Water Expenditures							
Personnel Services	-	-	-	-	-	-	-
Commodities	20,565	18,799	53,195	30,000	30,000	50,415	76,000
Contractual Services	124,455	168,747	157,800	125,000	125,000	98,022	169,000
Other Services	126,404	174,192	141,632	137,000	137,000	116,508	148,000
Capital Outlays	268,627	304,069	327,731	382,000	382,000	142,015	382,000
Transfer-Out	-	-	-	-	-	-	-
Total Water Expenditures	**540,050**	**665,808**	**680,358**	**674,000**	**674,000**	**406,959**	**775,000**
Wastewater Expenditures							
Personnel Services	-	-	-	-	-	-	-
Commodities	20,038	25,248	17,912	25,000	25,000	19,760	30,000
Contractual Services	116,359	120,179	120,192	132,500	132,500	168,075	210,000
Other Services	117,061	143,119	179,116	175,000	175,000	102,149	175,000
Capital Outlays	170,000	-	-	-	-	-	-
Transfer-Out	-	-	-	-	-	-	-
Total Wastewater Expenditures	**423,458**	**288,545**	**317,221**	**332,500**	**332,500**	**289,984**	**415,000**

Administration

DEPARTMENT VISION STATEMENT

To make the City of Manvel a safe place to live, work, and visit by protecting individuals, preserving property, promoting a clean community, and maintaining an exceptional quality of life.

FUNCTIONS

- Administration
- Water Treatment
- Water Distribution
- Wastewater Treatment
- Wastewater Distribution
- Utility Construction

DEPARTMENT DESCRIPTION

The Utility Department is responsible for providing outstanding water and wastewater services to the community while complying with Federal and State superior regulatory requirements. This includes administrative oversight in operations, development maintenance, engineering services, GIS database management, data analysis, innovative solutions and exceptional services to all of our customers. Additional services include project management, plan reviews, contract administration, and investigating infrastructural and technical issues.

FY 2022-23 DEPARTMENT ACCOMPLISHMENTS

FY 2023-24 DEPARTMENT GOALS

Administration

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Administration Expenditures							
Personnel Services							
40-10-5000 Salaries	97,544	204,407	366,192	387,950	387,950	377,306	494,326
40-10-5002 Overtime	949	5,079	11,183	7,000	7,000	8,457	15,956
40-10-5006 Longevity	840	-	120	420	420	360	660
40-10-5010 FICA Expense	8,290	15,469	28,746	30,292	30,292	29,448	39,106
40-10-5030 Health Insurance	16,398	27,045	72,912	88,214	88,214	86,724	153,991
40-10-5031 Vision Insurance	192	433	873	947	947	951	1,183
40-10-5032 Life & LTD	402	813	1,402	1,769	1,769	1,564	4,082
40-10-5033 Dental	818	1,801	3,438	3,613	3,613	3,632	4,517
40-10-5034 Retirement	12,760	20,718	41,577	40,676	40,676	39,557	51,170
40-10-5035 Cell Phone Allowance	595	570	613	600	600	650	650
40-10-5038 Flex	57	131	137	355	355	289	400
40-10-5039 Flex Card - Health Ins	471	781	1,234	3,200	3,200	2,601	4,000
40-10-5040 Workers Compensation	4,502	4,587	8,913	8,125	8,125	7,685	8,800
40-10-5041 Pension Expense	(5,054)	1,324	3,311	-	-	-	-
Total Personnel Services	**138,763**	**283,158**	**540,651**	**573,161**	**573,161**	**559,223**	**778,841**
Commodities							
40-10-5200	-	-	3,851	-	-	-	-
40-10-5202 Mowing & Weed Control	-	995	-	-	-	-	-
40-10-5222 Postage	2,000	3,158	3,759	3,500	3,500	3,343	3,500
40-10-5225 Fuel	-	-	1,140	6,000	6,000	-	25,000
40-10-5230 Office Expense	687	1,200	3,185	2,500	2,500	873	2,500
40-10-5240 Minor Tools & Equipment	9,537	11,542	20,898	10,000	10,000	10,883	10,000
Total Commodities	**12,224**	**16,896**	**32,833**	**22,000**	**22,000**	**15,099**	**41,000**
Contractual Services							
40-10-5300 Equipment Rental	1,123	525	1,332	-	-	-	-
40-10-5302 Mowing & Weed Control	-	-	-	-	-	-	-
40-10-5380 Building Repair & Maintenance	-	32	-	1,000	1,000	430	1,000
40-10-5418 Employment Testing	-	-	280	750	750	-	750
40-10-5430 Gas Utilities	-	320	504	750	750	523	750
40-10-5432 Rental Equipment	-	-	-			-	5,000
40-10-5440 Computer Maintenance/Support	1,442	163	3,475	10,000	10,000	8,423	10,000
40-10-5445 Telephone	-	-	7,653	6,000	6,000	8,652	6,000
40-10-5446 Uniforms	556	807	255	12,500	12,500	10,746	12,500
40-10-5550 Radio Usage	1,476	1,476	-	1,600	1,600	-	1,600
Total Contractual Services	**4,597**	**3,324**	**13,499**	**32,600**	**32,600**	**28,774**	**37,600**
Other Services							
40-10-5615 Credit Card Processing Fees	13,741	19,889	27,982	22,500	22,500	21,089	35,000
40-10-5638 Vehicle Repairs/Maintenance	-	-	4,031	6,000	6,000	15,125	12,000
40-10-5645 Training & Travel	175	3,120	8,357	20,000	20,000	5,273	20,000
40-10-5655 Other Expenses	-	-	344	-	-	-	-
40-10-5700 Vehicle/Equip Replacement Fees	58,000	60,000	60,000	-	-	-	-
40-10-5800 Eng/Consulting/Planning Fees	5,250	10,500	500	5,000	5,000	-	5,000
Total Other Services	**77,166**	**93,508**	**101,214**	**53,500**	**53,500**	**41,487**	**72,000**
Transfer-Out							
40-95-8591 Transfer To - Veh/Equip Replace Fund	-	-	-	80,000	80,000	-	-
Total Transfer-Out	**-**	**-**	**-**	**80,000**	**80,000**	**-**	**-**
Total Administration Expenditures	**232,750**	**396,886**	**688,196**	**761,261**	**761,261**	**644,584**	**929,441**

Water

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Water Expenditures							
Commodities							
40-54-5204 Chemicals	13,738	13,487	22,888	18,000	18,000	41,256	45,000
40-54-5225 Fuel	126	-	1,140	-	-	-	-
40-54-5240 Minor Tools & Equipment	6,701	5,313	6,338	6,000	6,000	5,114	6,000
40-54-5245 Fire Hydrants	-	-	22,829	6,000	6,000	4,045	25,000
Total Commodities	**20,565**	**18,799**	**53,195**	**30,000**	**30,000**	**50,415**	**76,000**
Contractual Services							
40-54-5310 New Meter Purchase	79,483	115,785	93,443	75,000	75,000	24,301	75,000
40-54-5420 Electricity	26,200	28,890	38,001	35,000	35,000	62,378	72,000
40-54-5440 Computer Maintenance/Support	6,529	6,395	5,040	-	-	-	-
40-54-5445 Telephone	2,556	1,710	719	-	-	114	-
40-54-5446 Uniforms	543	2,272	6,415	-	-	82	-
40-54-5499 Laboratory Expenses	9,144	13,695	14,182	15,000	15,000	11,146	22,000
Total Contractual Services	**124,455**	**168,747**	**157,800**	**125,000**	**125,000**	**98,022**	**169,000**
Other Services							
40-54-5636 Equipment Repairs/Maintenance	105,671	145,837	107,599	125,000	125,000	96,877	125,000
40-54-5638 Vehicle Repairs/Maintenance	3,848	8,176	4,612	-	-	-	-
40-54-5645 Training & Travel	115	1,799	7,040	-	-	-	-
40-54-5700 Vehicle/Equip Replacement Fees	9,000	9,000	9,000	-	-	-	-
40-54-5729 Permits & Assessments	3,871	6,679	4,963	9,000	9,000	18,901	20,000
40-54-5742 Subsidence Fees	3,900	2,700	8,418	3,000	3,000	730	3,000
Total Other Services	**126,404**	**174,192**	**141,632**	**137,000**	**137,000**	**116,508**	**148,000**
Capital Outlays							
40-54-6020 Capital Outlay - Equipment	-	-	-	-	-	-	-
40-54-6030 Capital Outlay - Vehicle	-	-	-	112,000	112,000	142,015	112,000
40-54-8410 Depreciation Expense	268,627	304,069	327,731	270,000	270,000	-	270,000
Total Capital Outlays	**268,627**	**304,069**	**327,731**	**382,000**	**382,000**	**142,015**	**382,000**
Total Water Expenditures	**540,050**	**665,808**	**680,358**	**674,000**	**674,000**	**406,959**	**775,000**

Wastewater

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Wastewater Expenditures							
Commodities							
40-56-5204 Chemicals	10,156	16,491	8,785	15,000	15,000	13,570	20,000
40-56-5225 Fuel	-	200	-	-	-	-	-
40-56-5240 Minor Tools & Equipment	9,882	8,557	9,127	10,000	10,000	6,190	10,000
Total Commodities	**20,038**	**25,248**	**17,912**	**25,000**	**25,000**	**19,760**	**30,000**
Contractual Services							
40-56-5419 Sludge Hauling	47,699	61,193	47,386	55,000	55,000	81,516	85,000
40-56-5420 Electricity	34,328	35,870	47,945	45,000	45,000	55,218	75,000
40-56-5432 Rental Equipment	17,802	900	196	10,000	10,000	-	10,000
40-56-5445 Telephone	1,384	1,642	3,195	-	-	-	-
40-56-5446 Uniforms	1	-	3,969	-	-	212	-
40-56-5499 Laboratory Expenses	15,145	20,575	17,502	22,500	22,500	31,129	40,000
Total Contractual Services	**116,359**	**120,179**	**120,192**	**132,500**	**132,500**	**168,075**	**210,000**
Other Services							
40-56-5636 Equipment Repairs/Maintenance	116,961	141,764	177,610	175,000	175,000	102,149	175,000
40-56-5645 Training & Travel	100	1,355	1,507	-	-	-	-
Total Other Services	**117,061**	**143,119**	**179,116**	**175,000**	**175,000**	**102,149**	**175,000**
Capital Outlays							
40-56-6020 Capital Outlay - Equipment	170,000	-	-	-	-	-	-
40-56-6030 Capital Outlay - Vehicle	-	-	-	-	-	-	-
Total Capital Outlays	**170,000**	**-**	**-**	**-**	**-**	**-**	**-**
Total Wastewater Expenditures	**423,458**	**288,545**	**317,221**	**332,500**	**332,500**	**289,984**	**415,000**

SECTION 8 – DEBT SERVICE FUND

The Debt Service Fund is used to account for the payment of principal and interest on general obligation bonds, certificates of obligations, tax notes and lease agreements. The schedule of bond indebtedness indicates the date of issuance, effective interest amounts, and outstanding debt at the beginning of the year. The summary of total bond indebtedness shows the total principal and interest requirements to maturity. The current tax levy is based on the appraised values provided by the Brazoria County Appraisal District (BCAD). The budget as adopted includes the certified values from the BCAD. Delinquent tax collections, penalties, and interest are based on trend analysis. As a Home Rule Charter city, the City of Manvel is not limited by law in the amount of debt it may issue. Under Article XI, Section 5 of the State of Texas Constitution and the City Charter, the maximum tax rate for all purposes is $2.50 per $100 of assessed valuation.

Debt Service

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Debt Service Fund Revenues							
Ad Valorem Tax Revenues							
30-01-4000 Current Ad Valorem Tax Rev.	1,778,562	1,932,772	1,826,218	2,995,000	2,995,000	2,940,592	3,785,248
30-01-4005 Personal Property Taxes	-	-		-	-	-	-
30-01-4010 Delinquent Ad Valorem Tax Revenue	44,063	47,425	27,899	30,000	30,000	63,446	30,000
30-01-4011 P&I on Ad Valorem Taxes	9,067	10,564	12,110	10,000	10,000	13,242	10,000
Total Ad Valorem Tax Revenues	**1,831,691**	**1,990,761**	**1,866,228**	**3,035,000**	**3,035,000**	**3,017,280**	**3,825,248**
Interest Revenues							
30-06-4600 Interest Income	13,390	2,403	14,312	7,500	7,500	49,093	7,500
Total Interest Revenues	**13,390**	**2,403**	**14,312**	**7,500**	**7,500**	**49,093**	**7,500**
Other Source Revenues							
30-07-4811 Other Income	89,339	93,510	90,000	-	-	-	-
Total Other Source Revenues	**89,339**	**93,510**	**90,000**	**-**	**-**	**-**	**-**
Transfer-In Revenues							
30-09-4950 Transfer In - General Fund	-	-	-	-	-	-	-
30-09-4951 Transfer In - Utility Fund	-	-	-	-	-	-	-
30-09-4960 Transfer In - MEDC Fund	-	-	-	-	-	-	-
Total Transfer-In Revenues	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Debt Service Fund Revenues	**1,934,420**	**2,086,674**	**1,970,539**	**3,042,500**	**3,042,500**	**3,066,373**	**3,832,748**
Debt Service Fund Expenditures							
Other Services							
30-91-7001 Bond Principal	1,215,000	1,355,000	1,385,000	1,261,055	1,385,000	2,050,000	1,830,000
30-91-7100 Interest Expense	657,240	654,761	616,321	1,778,295	616,322	1,002,856	1,999,748
30-91-7102 Fiscal Agents Fee	2,150	2,650	2,650	3,150	3,000	2,750	3,000
Total Other Services	**1,874,390**	**2,012,411**	**2,003,971**	**3,042,500**	**2,004,322**	**3,055,606**	**3,832,748**
Total Debt Service Fund Expenditures	**1,874,390**	**2,012,411**	**2,003,971**	**3,042,500**	**2,004,322**	**3,055,606**	**3,832,748**

Long-Term Debt Principal Balances by Year

	2013 Certificate of Obligation	2015 GO Refunding	2016 Certificate of Obligation	2017 Certificate of Obligation	2018 Certificate of Obligation	2019 Certificate of Obligation	2023 Certificate of Obligation	TOTAL DEBT
9/30/2023	1,200,000	715,000	2,990,000	2,820,000	7,970,000	3,060,000	785,000	**19,540,000**
9/30/2024	1,090,000	480,000	2,760,000	2,670,000	7,545,000	2,920,000	545,000	**18,010,000**
9/30/2025	980,000	240,000	2,530,000	2,515,000	7,105,000	2,775,000	570,000	**16,715,000**
9/30/2026	870,000	0	2,300,000	2,355,000	6,655,000	2,625,000	600,000	**15,405,000**
9/30/2027	755,000	0	2,070,000	2,190,000	6,190,000	2,470,000	630,000	**14,305,000**
9/30/2028	635,000	0	1,840,000	2,020,000	5,710,000	2,310,000	660,000	**13,175,000**
9/30/2029	515,000	0	1,610,000	1,845,000	5,215,000	2,140,000	695,000	**12,020,000**
9/30/2030	390,000	0	1,380,000	1,665,000	4,705,000	1,965,000	725,000	**10,830,000**
9/30/2031	265,000	0	1,150,000	1,480,000	4,180,000	1,785,000	765,000	**9,625,000**
9/30/2032	135,000	0	920,000	1,285,000	3,640,000	1,605,000	800,000	**8,385,000**
9/30/2033	0	0	690,000	1,085,000	3,080,000	1,420,000	840,000	**7,115,000**
9/30/2034	0	0	460,000	880,000	2,505,000	1,230,000	885,000	**5,960,000**
9/30/2035	0	0	230,000	670,000	1,910,000	1,035,000	930,000	**4,775,000**
9/30/2036	0	0	0	455,000	1,295,000	835,000	975,000	**3,560,000**
9/30/2037	0	0	0	230,000	660,000	635,000	1,025,000	**2,550,000**
9/30/2038	0	0	0	0	0	430,000	1,075,000	**1,505,000**
9/30/2039	0	0	0	0	0	220,000	1,130,000	**1,350,000**
9/30/2040	0	0	0	0	0	0	1,185,000	**1,185,000**
9/30/2041	0	0	0	0	0	0	1,245,000	**1,245,000**
9/30/2042	0	0	0	0	0	0	1,295,000	**1,295,000**
9/30/2043	0	0	0	0	0	0	1,345,000	**1,345,000**
9/30/2044	0	0	0	0	0	0	1,400,000	**1,400,000**
9/30/2045	0	0	0	0	0	0	1,455,000	**1,455,000**
9/30/2046	0	0	0	0	0	0	1,515,000	**1,515,000**
9/30/2047	0	0	0	0	0	0	1,575,000	**1,575,000**
9/30/2048	0	0	0	0	0	0	1,635,000	**1,635,000**
9/30/2049	0	0	0	0	0	0	1,705,000	**1,705,000**
9/30/2050	0	0	0	0	0	0	1,775,000	**1,775,000**
9/30/2051	0	0	0	0	0	0	1,845,000	**1,845,000**
9/30/2052	0	0	0	0	0	0	1,920,000	**1,920,000**

Long-Term Debt Principal and Interest Payments by Year

	2013 CO		2015 GO		2016 CO		2017 CO	
	Prin	Int	Prin	Int	Prin	Int	Prin	Int
FY24	110,000	28,835	235,000	14,200	230,000	86,250	150,000	85,219
FY25	110,000	26,525	240,000	9,600	230,000	79,350	155,000	79,119
FY26	110,000	24,105	240,000	4,800	230,000	72,450	160,000	73,619
FY27	115,000	21,518			230,000	65,550	165,000	68,744
FY28	120,000	18,755			230,000	58,650	170,000	63,719
FY29	120,000	15,875			230,000	51,750	175,000	58,544
FY30	125,000	12,748			230,000	44,850	180,000	53,219
FY31	125,000	9,373			230,000	37,950	185,000	47,744
FY32	130,000	5,800			230,000	31,050	195,000	42,044
FY33	135,000	1,958			230,000	24,150	200,000	36,119
FY34					230,000	17,250	205,000	30,044
FY35					230,000	10,350	210,000	23,819
FY36					230,000	3,450	215,000	17,444
FY37							225,000	10,703
FY38							230,000	3,594
FY39								
FY40								
FY41								
FY42								
FY43								
FY44								
FY45								
FY46								
FY47								
FY48								
FY49								
FY50								
FY51								
FY52								
	1,200,000	165,490	715,000	28,600	2,990,000	583,050	2,820,000	693,691

Long-Term Principal and Interest Payments by Year (cont.)

	2018 CO		2019 CO		2023 CO		TOTAL	
	Prin	Int	Prin	Int	Prin	Int	Prin	Int
FY24	425,000	243,644	140,000	82,394	545,000	1,999,748	1,835,000	2,540,289
FY25	440,000	230,669	145,000	76,694	570,000	1,933,913	1,890,000	2,359,175
FY26	450,000	217,319	150,000	70,794	600,000	1,866,543	1,940,000	2,258,835
FY27	465,000	203,594	155,000	64,694	630,000	1,797,555	1,760,000	2,156,960
FY28	480,000	189,419	160,000	58,394	660,000	1,730,893	1,820,000	2,061,435
FY29	495,000	174,794	170,000	51,794	695,000	1,661,713	1,885,000	1,962,675
FY30	510,000	159,719	175,000	46,644	725,000	1,591,385	1,945,000	1,861,920
FY31	525,000	144,194	180,000	43,094	765,000	1,520,310	2,010,000	1,759,570
FY32	540,000	128,219	180,000	39,381	800,000	1,446,200	2,075,000	1,653,312
FY33	560,000	111,369	185,000	35,503	840,000	1,562,597	2,150,000	1,736,192
FY34	575,000	93,634	190,000	31,400	885,000	1,290,034	2,085,000	1,430,963
FY35	595,000	74,981	195,000	27,069	930,000	1,209,675	2,160,000	1,318,825
FY36	615,000	55,319	200,000	22,625	975,000	1,125,794	2,235,000	1,202,006
FY37	635,000	34,213	200,000	18,125	1,025,000	1,041,247	2,085,000	1,086,163
FY38	660,000	11,550	205,000	13,312	1,075,000	955,413	2,170,000	970,557
FY39			210,000	8,125	1,130,000	881,331	1,340,000	881,331
FY40			220,000	2,750	1,185,000	819,456	1,405,000	819,456
FY41					1,245,000	757,456	1,245,000	757,456
FY42					1,295,000	707,656	1,295,000	707,656
FY43					1,345,000	655,856	1,345,000	655,856
FY44					1,400,000	602,056	1,400,000	602,056
FY45					1,455,000	546,056	1,455,000	546,056
FY46					1,515,000	487,856	1,515,000	487,856
FY47					1,575,000	427,256	1,575,000	427,256
FY48					1,635,000	364,256	1,635,000	364,256
FY49					1,705,000	298,856	1,705,000	298,856
FY50					1,775,000	228,525	1,775,000	228,525
FY51					1,845,000	155,306	1,845,000	155,306
FY52					1,920,000	79,200	1,920,000	79,200
	7,970,000	2,072,634	3,060,000	692,792	32,745,000	29,744,145	51,500,000	33,370,004

Certificates of Obligation - Series 2013

		2013	
	PRINCIPAL	**INTEREST**	**TOTAL**
2/15/2024	110,000.00	14,995.00	124,995.00
8/15/2024		13,840.00	13,840.00
2/15/2025	110,000.00	13,840.00	123,840.00
8/15/2025		12,685.00	12,685.00
2/15/2026	110,000.00	12,685.00	122,685.00
8/15/2026		11,420.00	11,420.00
2/15/2027	115,000.00	11,420.00	126,420.00
8/15/2027		10,097.50	10,097.50
2/15/2028	120,000.00	10,097.50	130,097.50
8/15/2028		8,657.50	8,657.50
2/15/2029	120,000.00	8,657.50	128,657.50
8/15/2029		7,217.50	7,217.50
2/15/2030	125,000.00	7,217.50	132,217.50
8/15/2030		5,530.00	5,530.00
2/15/2031	125,000.00	5,530.00	130,530.00
8/15/2031		3,842.50	3,842.50
2/15/2032	130,000.00	3,842.50	133,842.50
8/15/2032		1,957.50	1,957.50
2/15/2033	135,000.00	1,957.50	136,957.50
	$1,200,000.00	**$165,490.00**	**$1,365,490.00**

GO Refunding Bonds - Series 2015

	PRINCIPAL	INTEREST	TOTAL
2/15/2024		7,100.00	7,100.00
8/15/2024	235,000.00	7,100.00	242,100.00
2/15/2025		4,800.00	4,800.00
8/15/2025	240,000.00	4,800.00	244,800.00
2/15/2026		2,400.00	2,400.00
8/15/2026	240,000.00	2,400.00	242,400.00
	$715,000.00	**$28,600.00**	**$743,600.00**

Certificates of Obligation - Series 2016

	PRINCIPAL	INTEREST	TOTAL
2/15/2024	230,000.00	44,850.00	274,850.00
8/15/2024		41,400.00	41,400.00
2/15/2025	230,000.00	41,400.00	271,400.00
8/15/2025		37,950.00	37,950.00
2/15/2026	230,000.00	37,950.00	267,950.00
8/15/2026		34,500.00	34,500.00
2/15/2027	230,000.00	34,500.00	264,500.00
8/15/2027		31,050.00	31,050.00
2/15/2028	230,000.00	31,050.00	261,050.00
8/15/2028		27,600.00	27,600.00
2/15/2029	230,000.00	27,600.00	257,600.00
8/15/2029		24,150.00	24,150.00
2/15/2030	230,000.00	24,150.00	254,150.00
8/15/2030		20,700.00	20,700.00
2/15/2031	230,000.00	20,700.00	250,700.00
8/15/2031		17,250.00	17,250.00
2/15/2032	230,000.00	17,250.00	247,250.00
8/15/2032		13,800.00	13,800.00
2/15/2033	230,000.00	13,800.00	243,800.00
8/15/2033		10,350.00	10,350.00
2/15/2034	230,000.00	10,350.00	240,350.00
8/15/2034		6,900.00	6,900.00
2/15/2035	230,000.00	6,900.00	236,900.00
8/15/2035		3,450.00	3,450.00
2/15/2036	230,000.00	3,450.00	233,450.00
	$2,990,000.00	**$583,050.00**	**$3,573,050.00**

Certificates of Obligation - Series 2017

	PRINCIPAL	INTEREST	TOTAL
2/15/2024	150,000.00	44,109.38	194,109.38
8/15/2024		41,109.38	41,109.38
2/15/2025	155,000.00	41,109.38	196,109.38
8/15/2025		38,009.38	38,009.38
2/15/2026	160,000.00	38,009.38	198,009.38
8/15/2026		35,609.38	35,609.38
2/15/2027	165,000.00	35,609.38	200,609.38
8/15/2027		33,134.38	33,134.38
2/15/2028	170,000.00	33,134.38	203,134.38
8/15/2028		30,584.38	30,584.38
2/15/2029	175,000.00	30,584.38	205,584.38
8/15/2029		27,959.38	27,959.38
2/15/2030	180,000.00	27,959.38	207,959.38
8/15/2030		25,259.38	25,259.38
2/15/2031	185,000.00	25,259.38	210,259.38
8/15/2031		22,484.38	22,484.38
2/15/2032	195,000.00	22,484.38	217,484.38
8/15/2032		19,559.38	19,559.38
2/15/2033	200,000.00	19,559.38	219,559.38
8/15/2033		16,559.38	16,559.38
2/15/2034	205,000.00	16,559.38	221,559.38
8/15/2034		13,484.38	13,484.38
2/15/2035	210,000.00	13,484.38	223,484.38
8/15/2035		10,334.38	10,334.38
2/15/2036	215,000.00	10,334.38	225,334.38
8/15/2036		7,109.38	7,109.38
2/15/2037	225,000.00	7,109.38	232,109.38
8/15/2037		3,593.75	3,593.75
2/15/2038	230,000.00	3,593.75	233,593.75
	$2,820,000.00	**$693,690.76**	**$3,513,690.76**

Certificates of Obligation - Series 2018

	PRINCIPAL	INTEREST	TOTAL
2/15/2024	425,000.00	125,009.38	550,009.38
8/15/2024		118,634.38	118,634.38
2/15/2025	440,000.00	118,634.38	558,634.38
8/15/2025		112,034.38	112,034.38
2/15/2026	450,000.00	112,034.38	562,034.38
8/15/2026		105,284.38	105,284.38
2/15/2027	465,000.00	105,284.38	570,284.38
8/15/2027		98,309.38	98,309.38
2/15/2028	480,000.00	98,309.38	578,309.38
8/15/2028		91,109.38	91,109.38
2/15/2029	495,000.00	91,109.38	586,109.38
8/15/2029		83,684.38	83,684.38
2/15/2030	510,000.00	83,684.38	593,684.38
8/15/2030		76,034.38	76,034.38
2/15/2031	525,000.00	76,034.38	601,034.38
8/15/2031		68,159.38	68,159.38
2/15/2032	540,000.00	68,159.38	608,159.38
8/15/2032		60,059.30	60,059.30
2/15/2033	560,000.00	60,059.30	620,059.30
8/15/2033		51,309.38	51,309.38
2/15/2034	575,000.00	51,309.38	626,309.38
8/15/2034		42,325.00	42,325.00
2/15/2035	595,000.00	42,325.00	637,325.00
8/15/2035		32,656.25	32,656.25
2/15/2036	615,000.00	32,656.25	647,656.25
8/15/2036		22,662.50	22,662.50
2/15/2037	635,000.00	22,662.50	657,662.50
8/15/2037		11,550.00	11,550.00
2/15/2038	660,000.00	11,550.00	671,550.00
	$7,970,000.00	**$2,072,634.32**	**$10,042,634.32**

Certificates of Obligation - Series 2019

	PRINCIPAL	INTEREST	TOTAL
2/15/2024	140,000.00	42,596.88	182,596.88
8/15/2024		39,796.88	39,796.88
2/15/2025	145,000.00	39,796.88	184,796.88
8/15/2025		36,896.88	36,896.88
2/15/2026	150,000.00	36,896.88	186,896.88
8/15/2026		33,896.88	33,896.88
2/15/2027	155,000.00	33,896.88	188,896.88
8/15/2027		30,796.88	30,796.88
2/15/2028	160,000.00	30,796.88	190,796.88
8/15/2028		27,596.88	27,596.88
2/15/2029	170,000.00	27,596.88	197,596.88
8/15/2029		24,196.88	24,196.88
2/15/2030	175,000.00	24,196.88	199,196.88
8/15/2030		22,446.88	22,446.88
2/15/2031	180,000.00	22,446.88	202,446.88
8/15/2031		20,646.88	20,646.88
2/15/2032	180,000.00	20,646.88	200,646.88
8/15/2032		18,734.38	18,734.38
2/15/2033	185,000.00	18,734.38	203,734.38
8/15/2033		16,768.75	16,768.75
2/15/2034	190,000.00	16,768.75	206,768.75
8/15/2034		14,631.25	14,631.25
2/15/2035	195,000.00	14,631.25	209,631.25
8/15/2035		12,437.50	12,437.50
2/15/2036	200,000.00	12,437.50	212,437.50
8/15/2036		10,187.50	10,187.50
2/15/2037	200,000.00	10,187.50	210,187.50
8/15/2037		7,937.50	7,937.50
2/15/2038	205,000.00	7,937.50	212,937.50
8/15/2038		5,375.00	5,375.00
2/15/2039	210,000.00	5,375.00	215,375.00
8/15/2039		2,750.00	2,750.00
2/15/2040	220,000.00	2,750.00	222,750.00
	$3,060,000.00	**$692,790.72**	**$3,752,790.72**

Certificates of Obligation - Series 2023

	PRINCIPAL	INTEREST	TOTAL
2/15/2024	545,000	729,603	1,274,603
8/15/2024		729,603	729,603
2/15/2025	570,000	715,978	1,285,978
8/15/2025		715,978	715,978
2/15/2026	600,000	701,728	1,301,728
8/15/2026		701,728	701,728
2/15/2027	630,000	686,728	1,316,728
8/15/2027		686,728	686,728
2/15/2028	660,000	670,978	1,330,978
8/15/2028		670,978	670,978
2/15/2029	695,000	654,478	1,349,478
8/15/2029		654,478	654,478
2/15/2030	725,000	637,103	1,362,103
8/15/2030		637,103	637,103
2/15/2031	765,000	618,978	1,383,978
8/15/2031		618,978	618,978
2/15/2032	800,000	599,853	1,399,853
8/15/2032		599,853	599,853
2/15/2033	840,000	579,853	1,419,853
8/15/2033		579,853	579,853
2/15/2034	885,000	558,853	1,443,853
8/15/2034		558,853	558,853
2/15/2035	930,000	536,728	1,466,728
8/15/2035		536,728	536,728
2/15/2036	975,000	513,478	1,488,478
8/15/2036		513,478	513,478
2/15/2037	1,025,000	489,103	1,514,103
8/15/2037		489,103	489,103

Certificates of Obligation - Series 2023

2/15/2038	1,075,000	463,478	1,538,478
8/15/2038		463,478	463,478
2/15/2039	1,130,000	436,603	1,566,603
8/15/2039		436,603	436,603
2/15/2040	1,185,000	408,353	1,593,353
8/15/2040		408,353	408,353
2/15/2041	1,245,000	378,728	1,623,728
8/15/2041		378,728	378,728
2/15/2042	1,295,000	353,828	1,648,828
8/15/2042		353,828	353,828
2/15/2043	1,345,000	327,928	1,672,928
8/15/2043		327,928	327,928
2/15/2044	1,400,000	301,028	1,701,028
8/15/2044		301,028	301,028
2/15/2045	1,455,000	273,028	1,728,028
8/15/2045		273,028	273,028
2/15/2046	1,515,000	243,928	1,758,928
8/15/2046		243,928	243,928
2/15/2047	1,575,000	213,628	1,788,628
8/15/2047		213,628	213,628
2/15/2048	1,635,000	182,128	1,817,128
8/15/2048		182,128	182,128
2/15/2049	1,705,000	149,428	1,854,428
8/15/2049		149,428	149,428
2/15/2050	1,775,000	114,263	1,889,263
8/15/2050		114,263	114,263
2/15/2051	1,845,000	77,653	1,922,653
8/15/2051		77,653	77,653
2/15/2052	1,920,000	39,600	1,959,600
8/17/2052		39,600	39,600
	$32,745,000.00	**$25,314,093.99**	**$58,059,093.99**

SECTION 9 – CAPITAL PROJECTS FUND

The Capital Projects Fund provides for the accounting of projects over $25,000 that are expected to take longer than the annual budget appropriates and has a useful life of more than 5 years. The Capital Project Fund accounts for the revenues and expenditures on an annual basis, while the overall Capital Improvement Plan (CIP) accounts for each project's total revenues and expenditures over several years.

The Capital Projects Bond Fund provides for the accounting of projects over $25,000 that are expected to take longer than the annual budget appropriates and has a useful life of more than 5 years. These projects have the added stipulation that all or some of the moneys used are generated from bond issuances. The Capital Projects Bond Fund was merged back into the Capital Projects Fund and is now included for reference purposes while historical values are still relevant.

CAPITAL PROJECTS FUND

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Capital Projects Fund Revenues							
Interest Revenues							
50-06-4600 Interest Income	31,051	7,690	82,747	25,000	25,000	872,385	25,000
Total Interest Revenues	**31,051**	**7,690**	**82,747**	**25,000**	**25,000**	**872,385**	**25,000**
Other Source Revenues							
50-07-4704 Grant Revenues	-	109,513	-	-	-	-	-
50-07-4811 Other Income	1,200,000	500,000	121,531	-	-	7,000	158,400
50-07-4830 Bond Proceeds	-	-	-	-	-	-	-
50-07-4831 Bond Premium	-	-	-	-	-	-	-
Total Other Source Revenues	**1,200,000**	**609,513**	**121,531**	**-**	**-**	**7,000**	**158,400**
Transfer-In Revenues							
50-07-4963 Transfer In - Impact Fee Fund	400,000	-	-	-	-	-	-
50-09-4950 Transfer In - Gen Fund	800,000	1,634,747	-	450,000	450,000	450,000	-
50-09-4963 Transfer In - Impact Fee Fund	-	1,390,411	-	350,000	350,000	-	250,000
50-09-4964 Transfer In - Cap Projects Bond Fund	-	-	-	-	35,000,000	35,138,837	-
50-09-4999 Transfer In - Fund Balance	-	-	-	11,609,069	11,937,397	11,609,069	45,466,488
Total Transfer-In Revenues	**1,200,000**	**3,025,158**	**-**	**12,409,069**	**47,737,397**	**47,197,906**	**45,716,488**
Total Capital Projects Fund Revenues	**2,431,051**	**3,642,361**	**204,278**	**12,434,069**	**47,762,397**	**48,077,291**	**45,899,888**

CAPITAL PROJECTS FUND (cont.)

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Capital Projects Fund Expenditures							
Personnel Services							
50-91-5000 Salaries	-	65,692	-	-	-	-	-
50-91-5010 FICA Expense	-	4,917	-	-	-	-	-
50-91-5030 Health Insurance	-	6,514	-	-	-	-	-
50-91-5031 Vision Insurance	-	108	-	-	-	-	-
50-91-5032 Life Insurance & LTD	-	267	-	-	-	-	-
50-91-5033 Dental Insurance	-	452	-	-	-	-	-
50-91-5034 Retirement	-	6,597	-	-	-	-	-
50-91-5038 Flex Admin Expense	-	45	-	-	-	-	-
50-91-5039 Flex Card Expense Health Ins	-	17	-	-	-	-	-
Total Personnel Services	**-**	**84,610**	**-**	**-**	**-**	**-**	**-**
Capital Outlays							
50-91-6030 Capital Outlay - Vehicle	-	31,527	-	-	-	-	-
50-91-7105 Bond Issuance Cost							
50-91-7402 Master Water Plan	-	133,849	10,111	-	-	-	-
50-91-7403 Master Wastewater Plan	-	122,451	3,121	-	-	-	-
50-91-7404 City Hall Front Parking Lot	-	-	181,502	-	-	7,940	-
50-91-7408 City Hall Bldg-Expansion	434,400	-	-	-	-	-	-
50-91-7409 Rogers/Holley Street Construction	1,622	-	-	-	-	-	-
50-91-7412 Comprehensive Plan	-	-	-	150,000	150,000	-	150,000
50-91-7413 Thoroughfare Plan	-	-	-	120,000	120,000	-	120,000
50-91-7419 Council Approved Projects	-	319,293	300,402	-	-	-	-
50-91-7502 Water Plant Improvements	-	46,700	133,821	517,459	517,459	10,018	-
50-91-7506 Elevated Storage Tank	-	122,610	39,730	5,688,590	5,688,590	39,131	5,688,590
50-91-7507 Surface Water Rights Acquisition	-	295,993	328,328	-	328,328	358,926	362,724
50-91-7510 Tankersley Waterline Loop	305,800	-	-	-	-	-	-
50-91-7511 Municipal Complex	-	1,443,409	803,342	2,018,805	2,018,805	391,524	1,627,280
50-91-7513 Little Rascals Econ Dev Project	117,506	-	-	-	-	-	-
50-91-7516 East WWTP	-	78,000	1,736,648	-	-	-	-
50-91-7518 Cemetary Waterline Loop	28,400	-	-	-	-	-	-
50-91-7523 Purchases of Land	495,000	-	359,513	-	-	-	-
50-91-7524 Masters/Jordan Development	-	181,750	155,410	200,000	200,000	25,508	174,492
50-91-7525 Large Avenue Phase 3	-	778,900	-	-	-	-	-
50-91-7529 FM 1128 Water Line Ext	-	-	73,513	1,469,847	1,469,847	28,284	1,441,563
50-91-7530 IT Project	-	103,529	172,677	200,000	200,000	247,475	200,000
50-91-7531 Building Planning	-	82,687	169,809	206,482	206,482	109,370	97,500
50-91-7532 Wastewater Improvements	-	477,758	553,774	1,560,631	1,560,631	1,040,997	946,030
50-91-7533 SCADA Improvements	-	24,130	26,542	302,255	302,255	276,061	30,000
50-91-7535 Police Station				-	21,000,000	102,226	21,000,000
50-91-7536 Public Works Building				-	8,000,000	53,853	8,000,000
50-91-7537 City Hall Expansion				-	6,000,000	-	6,000,000
50-91-7559 Other Projects	-	-	24,241	-	-	(13,618)	61,710
Total Capital Outlays	**1,382,729**	**4,242,584**	**5,072,486**	**12,434,069**	**47,762,397**	**2,677,697**	**45,899,888**
Transfer-Out							
50-91-8651 Transfer to Capital Projects Bond Fun	13,076,677	-	-	-	-	-	-
Total Transfer-Out	**13,076,677**	**-**	**-**	**-**	**-**	**-**	**-**
Total Captial Projects Fund Expenditures	**14,459,406**	**4,327,194**	**5,072,486**	**12,434,069**	**47,762,397**	**2,677,697**	**45,899,888**
Net Revenues over (Expenditures)	**(12,028,355)**	**(684,833)**	**(4,868,207)**	**-**	**-**	**45,399,593**	**18,553,063**
Fund Balance - Beginning	2,343,933	(9,684,422)	(10,369,254)	(15,237,462)	(15,237,462)	(15,237,462)	18,553,063
Fund Balance - Transfer Out	-	-	-	(11,609,069)	(11,937,397)	(11,609,069)	(45,466,488)
Fund Balance - Ending	**(9,684,422)**	**(10,369,254)**	**(15,237,462)**	**(26,846,531)**	**(27,174,859)**	**18,553,063**	**(8,360,363)**

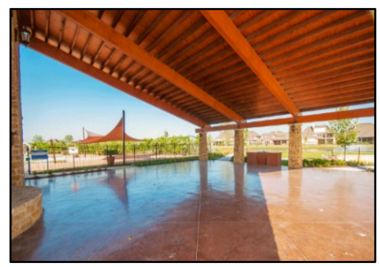
CAPITAL PROJECTS BOND FUND

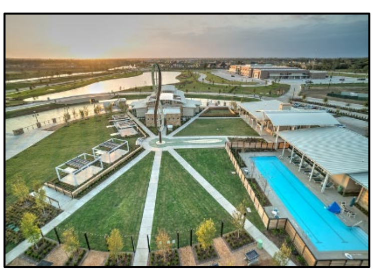
	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Original Budget	FY 2022-23 Revised Budget	FY 2022-23 Actual (Oct-July)	FY 2022-23 Estimated (Aug -Sept)	FY 2022-23 Estimated Totals	FY 2023-24 Proposed Budget
Capital Projects Bond Fund Revenues									
Interest Revenues									
51-06-4600 Interest Income	117,629	-	-	-	-	-	-	-	-
51-51-4600 Interest Income	-	-	-	-	-	-	-	-	-
Total Interest Revenues	**117,629**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Other Source Revenues									
51-07-4830 Bond Proceeds	3,445,000	-	-	-	-	-	-	-	-
51-07-4831 Bond Premium	149,194	-	-	-	-	-	-	-	-
Total Other Source Revenues	**3,594,194**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-In Revenues									
51-09-4999 Transfer In - Fund Balance	-	13,617,516	-	-	-	-	-	-	-
51-51-4954 Transfer From - Capital Projects Fund	700,000	-	-	-	-	-	-	-	-
Total Transfer-In Revenues	**700,000**	**13,617,516**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Capital Projects Bond Fund Revenues	**4,411,823**	**13,617,516**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Capital Projects Bond Fund Expenditures									
Capital Outlays									
51-51-7105 Bond Issuance Costs	92,452	-	-	-	-	-	-	-	-
51-51-7506 Elevated Storage Tank	-	-	-	-	-	-	-	-	-
51-51-7507 Surface Water Rights Acquisition	294,749	-	-	-	-	-	-	-	-
51-51-7511 Municipal Complex	439,367	-	-	-	-	-	-	-	-
51-51-7519 East WWTP	-	-	-	-	-	-	-	-	-
51-51-7520 West WWTP	-	-	-	-	-	-	-	-	-
51-51-7521 West Water Loop	-	-	-	-	-	-	-	-	-
51-51-7522 Almost Heaven	-	-	-	-	-	-	-	-	-
51-51-7524 Masters/Jordan Land Development	3,226,452	-	-	-	-	-	-	-	-
51-51-7525 Large Avenue Phase 3	53,000	-	-	-	-	-	-	-	-
51-51-8010 Payments to Escrow Agents	-	-	-	-	-	-	-	-	-
Total Capital Outlays	**4,106,020**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Transfer-Out									
51-95-8582 Transfer To - Capital Projects Fund	-	13,617,516	-	-	-	-	-	-	-
Total Transfer-Out	**-**	**13,617,516**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Captial Projects Bond Fund Expenditures	**4,106,020**	**13,617,516**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Net Revenues over (Expenditures)	**305,803**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Fund Balance - Beginning	-	305,803	(13,311,713)	(13,311,713)	(13,311,713)			(13,311,713)	(13,311,713)
Fund Balance - Transfer Out	-	(13,617,516)	-	-	-			-	-
Fund Balance - Ending	**305,803**	**(13,311,713)**	**(13,311,713)**	**(13,311,713)**	**(13,311,713)**			**(13,311,713)**	**(13,311,713)**
Revenues by Category									
Ad Valorem Tax Revenues	-	-	-	-	-	-	-	-	-
Miscellaneous Tax Revenues	-	-	-	-	-	-	-	-	-
Franchise Fee Revenues	-	-	-	-	-	-	-	-	-
Licenses and Permits Revenues	-	-	-	-	-	-	-	-	-
Fines and Fees Revenues	-	-	-	-	-	-	-	-	-
Interest Revenues	117,629	-	-	-	-	-	-	-	-
Other Source Revenues	3,594,194	-	-	-	-	-	-	-	-
Utility Revenues	-	-	-	-	-	-	-	-	-
Transfer-In Revenues	700,000	13,617,516	-	-	-	-	-	-	-
Total Revenues	**4,411,823**	**13,617,516**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Expenditures by Category									
Personnel Services	-	-	-	-	-	-	-	-	-
Commodities	-	-	-	-	-	-	-	-	-
Contractual Services	-	-	-	-	-	-	-	-	-
Other Services	-	-	-	-	-	-	-	-	-
Capital Outlays	4,106,020	-	-	-	-	-	-	-	-
Transfer-Out	-	13,617,516	-	-	-	-	-	-	-
Total Expenditures	**4,106,020**	**13,617,516**	**-**	**-**	**-**	**-**	**-**	**-**	**-**

SECTION 10 – SUPPLEMENTAL INFORMATION

General Community Information

Glossary of Terms





GENERAL COMMUNITY INFORMATION

Government	Date of Incorporation	1960
	Form of Government	Council - Manager
Demographics	Population	2022 – 14,803 (est)
		2020 – 9,992
		2010 – 5,179
Schools	Elementary	City - 5
	Middle Schools	City - 2
	High Schools	City – 1
	College & Career Academy	City - 1
Economics	Median Household Income – Manvel	$84,711
	Median Household Income – Texas	$63,826
	Median Household Income – Nation	$64,994
	Per Capita Income – Manvel	$36,695
	Median Individual Income - Texas	$32,177
	Median Individual Income – Nation	$35,384
Tax Structure	**2022 Tax Year per $100 of Appraised Value**	
	City of Manvel	0.570000
	Emergency District #3	0.097745
	Brazoria County Road and Bridge	0.150000
	Brazoria County	0.341106
	Alvin Community College	0.164145
	Alvin ISD	1.377700
Bond Rating		AA+
Services	Number of police stations	1
	Sworn Officers	33
Parks	Number of Developed Parks	1
	Number of Undeveloped Parks	1
	Park Acreage	33.5
Health Facilities	General Area	2
	Special Purpose Heath Care Centers	6
Other	County of Government	Commissioners Court
	Area of City	23 sq. miles
	Area of ETJ (Extra Territorial Jurisdiction)	17 sq. miles
	Education (% high school graduate or greater)	88%
	Median Housing Value	$241,400

GLOSSARY OF TERMS

ACCOUNT – A term used to identify an individual asset, liability, expenditure control, revenue control, or fund balance.

ACCRUAL BASIS – The basis of accounting under which transactions are recognized when they occur regardless of the timing of related cash flows.

ACCOUNT NUMBER – A set of accounts used in the general ledger by the City to indicate the fund, department and activity.

ACCRUED EXPENSES – Expenses incurred but not due until a later date.

ACTVITIY – A group of related functions performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

AD VALOREM TAXES – Commonly referred to as property taxes, levied on real and person property at 100% valuation according to the properties valuation and the tax rate.

ADOPTED BUDGET – The final budget adopted by ordinance by the City Council.

APPROPRIATION – An authorization granted by a legislative body to make expenditures to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

ASSESSED VALUATION – Total gross valuation assigned to property for ad valorem taxation purposes. In Texas, taxable property is assessed at 100% of market value.

ASSET – A probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events.

ASSIGNED FUND BALANCE – Amounts a government intends to use for specific purposes, but are neither restricted nor committed. However, the intent should be expressed by the Council or the Council's designee (City Manager and Financial Director). This is similar to Committed Fund Balance except that in this instance no formal Council action is required, such as an ordinance or resolution. Amounts encumbered for a specific purpose may be reported as assigned fund balance only if the resources are not already considered to be reportable as restricted or committed fund balance. The purpose must be stated but not necessarily the amount as the actual amount may not be known at the time the purpose or need is required.

AUDIT – A systematic collection of the sufficient, competent, evidential matter needed to attest to the fairness of management's assertions in the financial statements or to evaluate whether management has efficiently and effectively carried out its responsibilities. The auditor obtains the evidential matter through inspection, observation, inquires and confirmations with third parties.

BALANCED BUDGET – The operating budget is balanced with current revenues greater than or equal to current expenditures or expenses.

BASIS OF ACCOUNTING – A term used to refer to when revenues, expenditures, expenses, and transfers and the related assets and liabilities – are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

BOND – A written promise, generally under seal, to pay a specified amount of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

BONDED INDEBTEDNESS – That portion of indebtedness represented by outstanding bonds.

BONDS ISSUED – Bonds sold by the City.

CAPITAL OUTLAY (CAPITAL EXPENDITURE) – Any item purchased by the City which meets the City's capitalization criteria. They are: has a value of $5,000 or more, has an anticipated life of more than one year, and/or can be readily identified and tracked as an individual item. These expenditures result in the acquisition of or addition to fixed assets.

CAPITAL PROJECTS FUND – Established to account for and report financial resources that are restricted, committed and assigned to expenditure for capital outlay including the acquisition or construction of capital facilities and other capital assets.

CAPITAL IMPROVEMENTS PROGRAM – A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project and the amount and the method of financing.

CASH BASIS – A basis of accounting under which transactions are recognized only when cash is received or disbursed.

CERTIFICATIONS OF OBLIGATION (CO) – Legal debt instruments which finance a variety of projects such as major equipment purchases, improvements and infrastructure construction. These certificates are backed by the full faith and credit of the issuing government and are financed through property tax and/or utility revenues, generally for a shorter term than bonds. COs are authorized by the City Council.

CITY CHARTER – The document of a home rule City similar to a constitution, which establishes the City's government structure and provides for the distribution of powers and duties among the various branches of the government.

CITY COUNCIL – The Mayor and six (6) Council members collectively acting as the legislative and policymaking body of the City.

COMMITTED FUND BALANCE – Amounts constrained to specific purposes by a government itself. These amounts are committed by Council action (ordinance or resolution) and cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action (ordinance or resolution) that was employed to previously commit these funds.

COMMODITIES – Include articles and supplies, which are consumed or materially altered when used. Examples are office supplies and minor tools and equipment.

CONTRACTUAL SERVICES – Include expenditures for auditing services, legal services, utilities and services.

DEBT SERVICE FUND – A fund established to finance and account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Also called a SINKING FUND.

DELINQUENT TAXES – Taxes remaining unpaid at end of current fiscal year. Although taxes become delinquent and accrue penalties and interest on February 1 of each year, they are carried as current taxes receivable during the current fiscal year.

DEPARTMENT – A section of the total organization, which is comprised of various operations and is under the oversight of a Director who reports to the City Manager.

DEPRECIATION – The periodic expiration of a fixed asset's useful life. There are several methods for computing depreciation. Straight line, which is the most common, divides the value of the asset at acquisition by its estimated useful life. This amount is then charged to expense until the asset is fully depreciated. Depreciation is not a budgeted item.

DETAIL OF EXPENDITURES – Line item expenditures by account within each division of the General Operating Fund of the City.

DISTINGUISHED BUDGET PRESENTATION AWARD – A voluntary program administered by the Government Finance Officer Association to encourage governments to publish well organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

EFFECTIVE TAX RATE – Calculation as required by the State Property Tax Code. The Effective Tax Rate applied to the year's tax base would generate the same amount of taxes levied last year if you adjusted for new property and new exemption.

ENTERPRISE FUND – A fund established to account for operations financed and operated in a manner similar to private business enterprises such as water and wastewater funds, airport, and other services where primarily the cost of goods and services to the general public are recovered through use charges.

EXPENDITURES – If the accounts are kept on the accrual basis, this item designates total charges incurred, whether paid or unpaid, including expenses, provision for retirement of debt not reported as a liability of the fund for which retired and capital outlays.

EXTRA-TERRITORIAL JUSRISDICTION – The land bordering a City's limits that the City has limited control over but does not furnish City services to nor collect ad valorem taxes from. This is an area outside of City limits that could become part of the City.

FISCAL YEAR – A twelve-month period at the end of which a governmental unit determines its financial condition and the results of its operations and closes its books.

FIXED ASSETS – Assets of long-term character that is intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

FRANCHISE FEE – The fee paid by public service businesses for use of City streets, alleys and property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas and cable television.

FUND – An independent fiscal and accounting entity with a self-balancing set of accounts regarding cash and/or other resources, together with all related liabilities, obligation, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND ACCOUNTING – A governmental accounting system that is organized and operated on a fund basis.

FUND BALANCE – The difference between fund assets and fund liabilities of governmental and similar trust funds.

FUND TYPE – Any one of seven categories, which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

GENERAL FUND – The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund. Note: The General Fund is used to finance the ordinary operation.

GENERAL OBLIGATION BONDS – Bonds for whose payments the full faith and credit of the issuing body are pledged. More commonly, but not necessarily, general obligation bonds are considered to be those payable from taxes and other general revenues.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedure. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Government Accounting Standards Board.

GOVERNMENTAL ACCOUNTING – The composite activity of analyzing, recording, summarizing, reporting and interpreting the financial transactions of government.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) – The authoritative accounting and financial reporting standard-setting body for governmental entities.

INTEREST & SINKING (also known as Debt Service) – A fund established to finance and account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

INTERNAL SERVICE FUND – Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government on a cost-reimbursement basis.

LEGAL DEBT MARGIN – The maximum debt a city may issue. Under the Home Rule Charter, the City is not limited by law in the amount of debt it may issue.

LEVY – To impose taxes, special assessments, or service charges for the support of City services.

LIABILITIES – Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide service to other entities in the future as a result of past transactions or events.

LONG TERM DEBT – Debt with a maturity of more than one year after the date of issuance.

MODIFIED ACCRUAL BASIS OF ACCOUNTING – Under this basis of accounting, revenues are recognized when susceptible to accrual when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the incurred period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest general long-term debt are recorded as liabilities when due.

NONSPENDABLE FUND BALANCE – This includes amounts that cannot be spent because they are not in spendable form or they are legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items not expected to be converted to cash, for example, inventories, prepaid items, and the long-term portion of loans and notes receivable, as well as property acquired for resale.

OPERATING BUDGET – Plans of current expenditures and the proposed means of financing them. The annual operating budget (or, in the case of some state governments, the biennial operating budget) is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even when not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

OPERATING EXPENSES – The cost of personnel, materials and equipment required for a Department to function.

ORDINANCE – A formal legislative enactment by the governing body of municipality. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statues or charter will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue-raising measures, such as the imposition of taxes, special assessments and service charge, universally require ordinances.

OTHER SERVICES – Includes miscellaneous expenditures not accounted for in personnel, commodities or contractual services.

PUBLIC HEARING – The portions of open meetings held to present evidence and provide information on both sides of an issue.

RESTRICTED FUND BALANCE – Amounts constrained to specific purposes by law through constitutional provisions or enabling legislation or by contract whereby constraints have been placed on the use of funds externally by creditors, grantors, contributors, or laws or regulations of other governments. Capital Projects Fund Balances and Debt Service Fund Balances are examples of this.

REVENUES – (1) Increases in the net current assets of a governmental fund type from other than expenditures fund and residual equity transfers. Also, general long-term debt proceeds and operating transfers are classified as "other financing sources" rather than as revenues. (2) Increases in the net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers. Also, operating transfers in are classified separately from revenues.

SPECIAL REVENUE FUND – A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes.

SURPLUS – Exceeding what is needed or used.

TAX ABATEMENT – A full or partial exemption of ad valorem taxes for a specified time of certain real and/or personal property. Used as an economic development tool by cities.

TAX INCREMENT REINVESTMENT ZONE (TIRZ) – A development or re-development financing tool created under the provisions of the Texas State Statue, Chapter 311 of the Tax Increment Financing Act. A TIRZ provides a method to finance improvements in a specifically designated zone using tax increment funds.

TAX LEVY – Total revenues to be raised by ad valorem taxes for expenditures of general operating expenditures and debt service payments.

TAXES – Compulsory charges levied by government to finance services performed for the common benefit. This term does not include specific charges made against a particular persons or property for current of permanent benefits, such as special assessments. Neither does the term include charges for service rendered only to those paying such charges (e. g., sewer service charges).

TAX RATE – The amount of tax levied for each $100 of assessed valuation.

TAXABLE VALUE – Estimated value of taxable property to which the ad valorem tax rate is applied.

TRUTH IN TAXATION LAWS – Texas State Law that requires all taxing units to calculate and publish the effective tax rate and other notices as assessed values increase to notify the taxpayer of the entity's intent to raise taxes.

UNASSIGNED FUND BALANCE – Amounts that are available for any purpose. This includes amount not included in any other category (the residual). Only the general fund may have unassigned fund balance.

WORKING CAPITAL – The current assets less liabilities of a fund. For budgetary purposes, working capital, rather than retained earnings, is general used to reflect the available resource of proprietary funds.

Proclamation

Office of The Mayor
City of Manvel

Whereas, National Preparedness Month is a nationwide coordinated effort held each September to encourage citizens to take steps to prepare for emergencies in their homes, businesses, and schools; and

Whereas, the City of Manvel considers the safety and security of its citizens to be its most profound duty; and

Whereas, during National Preparedness Month, city staff recommits to preparing for disasters, both natural and manmade, and especially the extreme weather events that we face with increasing frequency and ferocity; and

Whereas, all citizens have a responsibility and role to play in their contributions to their own safety and security as part of a larger effort of the community to prevent, respond to, and recover from emergencies and disasters as part of a broader campaign of National Preparedness; and

Whereas, City of Manvel citizen preparedness activities are ongoing through the City of Manvel and are supported by a wide range of state initiatives including National Incident Management System (NIMS) training and on-going social media campaigns focused on crime, health, and safety; and

Whereas, the combined activities of local, state, and federal agencies working in partnership with an informed and ready private sector and citizenry can translate the fear of unexpected emergencies and disasters into proactive preparedness that protects the lives, safety, and security of our citizens;

Now, Therefore, I, Dan Davis, by virtue of the authority vested in me as Mayor of the City of Manvel and on behalf of the citizens of Manvel, do hereby proclaim the month of September 2023 as

"National Preparedness Month"

In the City of Manvel and call upon the citizens to observe this month by participating in emergency preparedness activities in their homes, businesses, and schools.

In witness thereof, on August 21, 2023 I have hereunto set my hand and caused the seal of the City of Manvel to be affixed.

Dan Davis, Mayor

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

LARRY AKERY, 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, INTERIM CITY MANAGER
TAMMY BELL, CITY SECRETARY

MISSION STATEMENT: "The City of Manvel will continue to be a unique, vibrant, growth-managed community that will meet the needs of its citizens through the efforts of local government and civic-minded individuals by promoting well-planned development, cost-effective professional management, and competent and responsive municipal services."

MINUTES 8/7/2023

Workshop Session

Mayor Davis called the workshop of the Manvel City Council to order at 4:30 p.m.
Those in attendance were:

Present:	Mayor Dan Davis City Councilmember Place 1 Larry Akery 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, Interim City Manager Robert Gervais, City Attorney Tammy Bell, City Secretary Keith Traylor, Chief of Police Rosa Donaire, Finance Manager Jose Abraham, City Planner Joe Murray, Fire Marshal Robbie Hall, Public Works Director Brooke Cyphers, Public Information Officer

Discussion on the Fiscal Year 2023-2024 Proposed Budget.

General Discussion

Dan Johnson provides an overview of the different processes for the different rate options.

Supplemental requests included in the budget total about $635,000
There are over $1,000,000 in supplemental requests for staffing that were not included in the preliminary budget. Additionally, over $1,100,000 in equipment requests were not included.
Dependent coverage was also not included in the budget as that needs to be worked through.
Around 8 or 9 million in fund balance currently.
Cost of living adjustment for staff is budgeted at 3%.
Rosa Donaire provided a summary of all funds to Council.

Councilmember Sarmiento - Ok with using the fund balance for one-time purchases, not reoccurring. Wants Police Department to get their equipment. Okay with the $192 tax increase per year to make sure the City is equipped to be efficient.
Councilmember Lands wants to see Police pay increase.
Mayor Dan Davis does not want to see a tax increase for residents. He suggests ways to achieve this like pulling from the fund balance for water and wastewater, taking the $100,000 from the rainy day fund, the TIRZ claw back, etc.
Councilmember Perry - does not want to run the risk of putting the city in the position to not meet financial obligations. Does not want us to put ourselves in the position that we box ourselves in.
Councilmember Opliger - in concurrence with Councilmember Perry. Ok with the increase if it means we don't have to continue to put things off.
Mayor Davis asks about increasing the Homestead Exemption.
Dan Johnson - we have until the end of August for open enrollment for health benefits, so the dependent coverage bit needs to be decided on at the next council meeting.
Mayor Davis asks staff to come back with three options for dependent coverage at the next meeting. Additionally, asks Council to be prepared to discuss giving 3% across the board for COLA salary increases and giving a higher percent on a merit-basis.

Mayor Davis adjourned the Workshop at 5:59 p.m.

Regular Session

Call To Order

Mayor Davis called the meeting of the Manvel City Council to order at 6:09 p.m.
Those in attendance were:

Present:	Mayor Dan Davis
	City Councilmember Place 1 Larry Akery
	City Councilmember Place 2 David Lands
	City Councilmember Place 3 Harry Opliger
	City Councilmember Place 4 Ed Perry
	City Councilmember Place 6 Jerome Hudson
Absent:	City Councilmember Place 5 Crystal Sarmiento
Also Present:	Dan Johnson, Interim City Manager
	Robert Gervais, City Attorney
	Tammy Bell, City Secretary
	Keith Traylor, Chief of Police
	Rosa Donaire, Finance Manager
	Jose Abraham, City Planner
	Joe Murray, Fire Marshal
	Robbie Hall, Public Works Director
	Brooke Cyphers, Public Information Officer

Invocation

Inspirational Reading - Mayor Davis

Pledge

Presentations

Proclamation - August 15, 2023, Indian Independence Day

Public Hearing

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING ORDINANCE NO. 2020-O-14, BEING THE ORDINANCE PERTAINING TO ZONING AND DEVELOPMENT RELATED PROVISIONS AND REQUIREMENTS FOR DEL BELLO LAKES PLANNED UNIT DEVELOPMENT (PUD) TO (1) AUTHORIZE NAICS USE CODE 447110 "GASOLINE STATIONS WITH CONVENIENCE STORES" AND (2) AMEND SIGNAGE RELATED PROVISIONS; FOR A PROPERTY LOCATED AT THE NORTHWEST CORNER OF DEL BELLO BOULEVARD AND CEDAR CREEK LANE INTERSECTION; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

Opened at 6:15 p.m.
Comments submitted prior to the meeting:
Tawanna Stephens, 5910 Lake Bridge Lane - opposed (email)
Courtland Washington, 4410 Millstone Drive - opposed (email)
Deidra & Rich Lane, 4326 Limestone Terrace - opposed (in-person)
Karina Lazcano, 5906 Lake Bridge Lane - opposed (email)
Efstratios Koutroumpakis, 5810 Dancing Oaks Court - opposed (in-person)
Charles Belocura, 6246 Eagle Mountain Lane - opposed (email)
Athena Reynolds, 4203 Martin Ridge Drive - opposed (email)
Tina Ncube, 4318 Limestone Terrace - opposed (email)
Zewei Tao, Del Bello Resident - opposed (email)
Donna Barber, 4422 Meadow Shore Lane - opposed (in-person)
Kevin Barber, 4422 Meadow Shore Lane - opposed (in-person)
Carlos Martinez, 6203 Camden Shore Drive - opposed (email)
Marcus Hill, 6219 Camden Shore Drive - opposed (email)
ReGail Hill, 6219 Camden Shore Drive - opposed (email)
Keshea Britton, 4223 Millers Creek Lane - opposed (email)
Violeta Zaporteza, 5706 Dancing Oaks Court - opposed (in-person)
Dr. Pamela Hardy Shepard, 3702 Dancing Oaks Court - opposed (in-person)
Jeaneva Rivera, 5803 Dancing Oaks Court - opposed (in-person)
Monica Britton, 4415 Meadow Shore Lane - opposed (in-person)

1st call for comments -
Larry Sloane, 4226 Miller Creek Lane - opposed
2nd call for comments -
Cassandra Baldwin, 4426 Meadow Shore Lane - opposed

Crystal Sarmiento returned to the meeting

Anthony Rivera, 5803 Dancing Oaks Court - opposed
Glen Waller, 5715 Dancing Oaks Court - opposed
3rd call for comments –
Mercaria Stallings, 5511 Cedar Creek Lane - opposed
Wayne Darnel Thomas, 4407 Meadow Shore Lane - opposed
Closed at 6:50 p.m.

Public Comments: "Comment Card" Required
Lori Cimrhansel - request MPD to patrol Wilson and Large with school starting back up. 7-8 am and 3-4 pm are times suggested.

Jason Fabre with CenterPoint Energy - introduced himself as the Government Relations Director of CenterPoint Energy.

City Manager Update
Working on the Budget
Met with AISD - working towards a monthly meeting with them
Monthly meeting with Meridiana, Valencia, and Pomona
Met with MUD 47 and 79
Upcoming meeting with CNR3 - talk about interlocal agreement and Lake Akery
SMDA/TIRZ meeting to talk about bonding capacity
Monthly meeting with Alvin-Manvel Area Chamber of Commerce coming up
Staff working on sign ordinance, grease traps and food establishments, food trucks, fence permits, tree trimming in right-of-way
Close to needing a burn ban

Consent Agenda

Councilmember Harry Opliger made the motion to remove Consent Agenda item #2 and move it to after Regular Agenda item #1. Jerome Hudson seconded the motion.

The motion carried with a vote:7/0

Yes:	City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, Mayor Dan Davis, City Councilmember Place 2 David Lands
No:	None
Absent:	None
Abstained:	None

1. Approve the meeting minutes to date. (7/17/2023 and 7/24/2023)

2. **Item Removed from Consent Agenda and placed under Regular Agenda after item #1** Approve the second and final reading of Ordinance 2023-O-24;
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANVEL, TEXAS, CHAPTER 53. “SIGNS” BY REVISING THE REGULATIONS PERTAINING TO SIGNS WITHIN THE CITY OF MANVEL AND EXTRATERRITORIAL JURISDICTION; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000.00 FOR ANY VIOLATION OF ANY PROVISION OF THIS ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

3. Approve the second and final reading of Ordinance 2023-O-26;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, RENAMING THE COMMUNITY SERVICES DEPARTMENT OF THE CITY AS THE PUBLIC WORKS DEPARTMENT; PROVIDING AN EFFECTIVE DATE.

4. Acceptance of infrastructure improvements for **Meridiana Commercial Section 14 Utility Extension** to begin the Two-Year Maintenance Period.

5. Acceptance of infrastructure improvements for **Meridiana Detention Basin L-2, Detention Basin O-2 Phase 2, Detention Basin K-2 Phase 1** to begin the Two-Year Maintenance Period.

6. Acceptance of infrastructure improvements for **Pomona Section 27** to begin the Two-Year Maintenance Period.

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

   The motion carried with a vote:7/0

   Yes: City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, Mayor Dan Davis, City Councilmember Place 2 David Lands

   No: None

   Absent: None

   Abstained: None

Regular Agenda

1. Consideration and possible action to approve the first of two readings of Ordinance No. 2023-O-21;

   An ordinance amending Del Bello Lakes Planned Development (PUD) to (1) authorize NAICS use code 447110 "Gasoline Stations with Convenience Stores" and (2) amend signage related provisions.

   AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, AMENDING ORDINANCE NO. 2020-O-14, BEING THE ORDINANCE PERTAINING TO ZONING AND DEVELOPMENT RELATED PROVISIONS AND REQUIREMENTS FOR DEL BELLO LAKES PLANNED UNIT DEVELOPMENT (PUD) TO (1) AUTHORIZE NAICS USE CODE 447110 "GASOLINE STATIONS WITH CONVENIENCE STORES" AND (2) AMEND SIGNAGE RELATED PROVISIONS; FOR A PROPERTY LOCATED AT THE NORTHWEST CORNER OF DEL BELLO BOULEVARD AND CEDAR CREEK LANE INTERSECTION; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

   (Failed with a 0-5 vote by PD&Z on 7-24-2023)

   Jose Abraham, City Planner, provided an overview to Council. Staff does not recommend approval.

   Sam, representative of buyer - spoke in favor of the PUD amendment.

   Councilmember Harry Opliger made the motion to approve. Councilmember Jerome Hudson seconded the motion.

   The motion FAILED with a vote: 0/7

   Yes: None

   No: City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, Mayor Dan Davis, City Councilmember Place 2 David Lands

   Absent: None

   Abstained: None

   CONSENT AGENDA ITEM #2 ACTION:

   Mayor Dan Davis made the motion to approve. Councilmember Crystal Sarmiento seconded the motion.

   The motion carried with a vote: 5/2

   Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

   No: City Councilmember Place 4 Ed Perry, City Councilmember Place 3 Harry Opliger

   Absent: None

   Abstained: None

2. Consideration and possible action on a record vote setting the Preliminary Tax Rate for 2023 and scheduling the Public Hearing on Sept 18, 2023, at 6:00 p.m. at Manvel City Hall, 20031 Hwy 6, Manvel Tx.

   Mayor Dan Davis made the motion to approve a Preliminary Tax Rate of .560707. Councilmember Harry Opliger seconded the motion.
   The motion carried with a vote: 5/2
   Yes: City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento
   No: Mayor Dan Davis, City Councilmember Place 2 David Lands
   Absent: None
   Abstained: None

3. Consideration and possible action to appoint Jose Abraham as the city's *Zoning official*, to administer and enforce the zoning regulations of the city (section 77-3 of The City Code).

   Mayor Dan Davis made the motion to approve. Councilmember Ed Perry seconded the motion.
   The motion carried with a vote: 7/0
   Yes: City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, Mayor Dan Davis, City Councilmember Place 2 David Lands
   No: None
   Absent: None
   Abstained: None

4. Consideration and possible action to approve the Second Amendment to the Agreement of Employment by and between the City of Manvel and Robert Gervais.

   Councilmember Jerome Hudson made the motion to approve. Councilmember Crystal Sarmiento seconded the motion.
   The motion carried with a vote: 7/0
   Yes: City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, Mayor Dan Davis, City Councilmember Place 2 David Lands
   No: None
   Absent: None
   Abstained: None

5. Consideration and possible action to approve Resolution 2023-R-19;
   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 AND OTHER RELATED MATTERS; AND REPEALING ALL RESOLUTIONS IN CONFLICT HERE WITH; AND OTHER RELATED MATTERS.

   Councilmember Harry Opliger made the motion to approve. Councilmember Crystal Sarmiento seconded the motion.
   The motion carried with a vote: 7/0
   Yes: City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place

3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, Mayor Dan Davis, City Councilmember Place 2 David Lands

No: None
Absent: None
Abstained: None

6. Consideration and possible direction to staff regarding Code of Ordinances - Sec. 33.51(c) - Grease traps.

   Staff is working on this. All are required to have a 500 gallon grease trap currently.
   No action.

7. Consideration and possible action to direct staff regarding the Code of Ordinances Chapter 35 - Article X. Mobile and Temporary Food Vendors, Sec. 35-317 Basic requirements.

   Staff is working on this.
   No action.

8. Update on the Citizen Survey results by PIO Brooke Cyphers.

Mayor and Council Comments
Mayor Dan Davis gives well wishes to teachers and students returning to school.
Work anniversary recognition.

Adjourn
Councilmember Larry Akery made the motion to adjourn the meeting at 8:26 p.m. Councilmember Jerome Hudson seconded the motion.
The motion carried with a vote: 7/0

Yes: City Councilmember Place 4 Ed Perry, City Councilmember Place 6 Jerome Hudson, City Councilmember Place 1 Larry Akery, City Councilmember Place 3 Harry Opliger, City Councilmember Place 5 Crystal Sarmiento, Mayor Dan Davis, City Councilmember Place 2 David Lands
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: August 21, 2023

TOPIC: Final acceptance of infrastructure improvements for Pomona Section 17 and release the associated maintenance bond.

BACKGROUND: City Staff has conducted a final acceptance walk-through for Pomona Section 17 on July 26, 2023, to conclude the maintenance period which began on December 7, 2020. All punch list items have been addressed.

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

ATTACHMENTS: N/A

FUNDING ISSUES

_X_ Not applicable
___ Not budgeted
___ Full amount already budgeted
___ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER	FINANCE DIRECTOR APPROVAL _______
Jessica Rodriguez	CITY MANAGER APPROVAL _______

MANVEL
CITY COUNCIL
DATA SHEET

MEETING DATE: August 21, 2023

TOPIC: Acceptance of infrastructure improvements for Meridiana Section 54B to begin the Two-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 Two-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 Two-Year Maintenance Period.

ATTACHMENTS: N/A

FUNDING ISSUES

_X_ Not applicable
___ Not budgeted
___ Full amount already budgeted
___ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER	FINANCE DIRECTOR APPROVAL _______
Jessica Rodriguez	CITY MANAGER APPROVAL _______

MANVEL
CITY COUNCIL
DATA SHEET

MEETING DATE: August 21, 2023

TOPIC: Approve a consent to Brazoria County Municipal Utility District (BCMUD) No. 25 to serve water and sanitary sewer utilities outside the boundary of BCMUD No. 25 for 13.82 acres of land located in the City Limits on the southwest corner of Magnolia Parkway and Kirby Drive.

BACKGROUND: The property owner, Aramco Investment Group, of the 13.82 acres of land located at the southwest corner of Magnolia Parkway and Kirby Drive has requested the extension of water and sanitary sewer utilities from BC MUD No. 25. The MUD is located in the City's ETJ and encompasses the Southfork Development and other commercial properties located on Magnolia Parkway. The 13.82 acres is located in the City Limits and zoned Light Commercial District (LC). The property was rezoned from Open-Single Family Residential (O-SFR) zoning district to LC zoning district by Ordinance No. 2022-O-32 (dated January 17, 2023). The property owner would like to demolish the existing, vacant single-family structure and develop the site with various commercial uses such as retail, restaurants, and a bank. In order to redevelop the site, water and sanitary sewer utilities are required. The property owner reached out to MUD No. 25 for water and sanitary sewer utilities. MUD No. 25 has provided a summary of their water and sanitary sewer capacity. The City Engineer has verified the MUD has available water and sanitary sewer capacity per summary table to service this proposed commercial development. MUD No. 25 has now made a request for the City Council to consent to serve utilities outside of their District for the redevelopment of the 13.82 acres.

STAFF RECOMMENDATION: Staff recommends City Council approve the BCMUD No. 25 consent to serve water and sanitary sewer utilities to 13.82 acres property located in the City Limits on the southwest corner of Magnolia Parkway and Kirby Drive.

ATTACHMENTS: Brazoria County MUD No. 25 Petition Letter, Brazoria County MUD No. 25 Water & Sanitary Sewer Capacity Summary, Proposed Hampton Business Park Plat, Proposed Site Plan, Zoning Vicinity Map, and Aerial Vicinity Map.

FUNDING ISSUES

_X_ Not applicable
___ Not budgeted
___ Full amount already budgeted
___ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER	FINANCE DIRECTOR APPROVAL _______
Jessica Rodriguez	CITY MANAGER APPROVAL _______

ALLEN BOONE HUMPHRIES ROBINSON LLP
ATTORNEYS AT LAW
PHOENIX TOWER
3200 SOUTHWEST FREEWAY
SUITE 2600
HOUSTON, TEXAS 77027
TEL (713) 860-6400
FAX (713) 860-6401
abhr.com

Direct Line: (713) 860-6438
Direct Fax: (713) 860-6638
htrachtenberg@abhr.com
Heather K. Trachtenberg
Attorney

August 4, 2022

Via electronic mail
Mr. Kyle Jung
City Manager
City of Manvel, Texas
P.O. Box 187
Manvel, Texas 77578

Re: Brazoria County Municipal Utility District No. 25 (the "District") Out-of-District Service to Proposed Development at County Road 59 & Kirby Road (the "Development")

Dear Mr. Jung:

The District has received a request from Ultimate Construction (the "Developer") to provide water and sanitary sewer service to the Development on a tract located outside the boundaries of the District (Exhibit A). The Developer has requested 44 water and sewer ESFCs and 24 irrigation connections (Exhibit B). The District engineer has confirmed that the District has sufficient capacity to provide service to the Development (Exhibit C).

The District hereby requests that you execute a letter consenting to the District providing out-of-district service to the Development. A draft consent letter is attached for your convenience. We appreciate receipt of the letter at your earliest convenience. Thank you for your attention to this matter.

Sincerely,

Heather Trachtenberg
Attorney for the District

Enclosures

1042374

Cc: Ms. Jessica Rodriguez, City of Manvel (*via email* *jrodriguez@cityofmanvel.com*)
Mr. Steve Sheldon, DEC (*via email* *Steve.Sheldon@decorp.com*)
Mr. Pat Carrigan, ALJ (*via email* *pcarrigan@aljlindsey.com*)
Ms. Kim Cannon, Firm (*via email* *kcannon@abhr.com*)

CITY OF MANVEL

__________________, 2022

Board of Directors
Brazoria County Municipal Utility District No. 25
c/o Allen Boone Humphries Robinson LLP
3200 Southwest Freeway, Suite 2600
Houston, Texas 77027

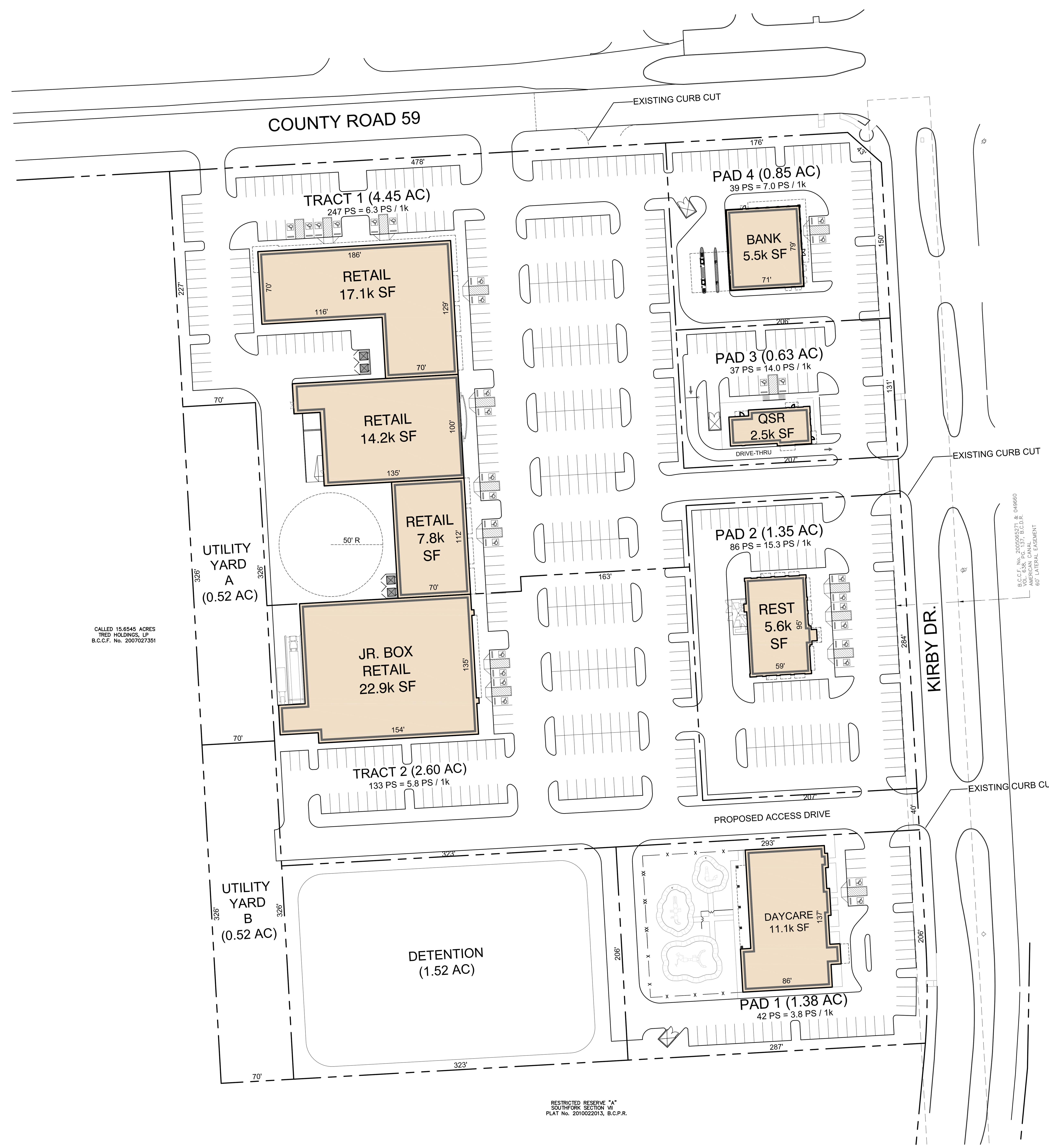
Re: Brazoria County Municipal Utility District No. 25 (the "District") Out-of-District Service to Proposed Development at County Road 59 & Kirby Road (the "Development")

Dear Board of Directors:

The City of Manvel has received a request for consent to the District's provision of water and sanitary sewer service to a development located outside the boundaries of the District. The District engineer has confirmed there is sufficient capacity to provide such service. The City hereby grants its consent to the District's provision of out-of-district water and sanitary sewer service.

____
City Manager
City of Manvel

EXHIBIT A



SITE PLAN

Scale: 1" = 60'-0"

0 30' 60' 120'

N

identityARCHITECTS
111 Travis Street, Houston, Texas 77002
www.identityarchitects.com 713.595.2150

COMMERCIAL DEVELOPMENT

February 5, 2020

COUNTRY ROAD 59 @ KIRBY DR.
MANVEL, TX
20006-00_SITE_200204

EXHIBIT B

ALJ Lindsey

Friday, August 12, 2022
Brazoria County MUD 25
c/o
Steve Sheldon
Dannebaum Engineering Corp
3100 W Alabama St
Houston TX 77098

RE: Capacity Calculations for proposed mixed use at the SWC of Magnolia Parkway & Kirby Rd

Mr Sheldon

Below are the calculations of the anticipated equivalent single-family connections required for the above referenced site, including irrigation. On behalf of our client, Ultimate Construction, we formally request capacity for this subject tract.

Water & Wastewater Calculations

Use	(GPD)				Connections
Retail	0.000281	Per SF	62,000	sqft	17.42
Office	0.000237	Per SF	5,500	sqft	1.30
Restaurant (Estimated 50% dining of total	0.0033	per Dining SF	2,800	Dining Sqft (Total 5.6K SF)	9.24
Estimated Daycare	0.0399	Per Occupant	247	estimated Occupants	9.86
Fast Food	0.0021	Per SF	2,500	SF	5.25
					43.07

	Connections	GPD	Usage
Sanitary Sewer	44	315	13,860
Water	44	420	18,480

Therefore, we request 44 ESFC water and sewer connections and 24 irrigation connections. Construction plans will be submitted shortly for your review. See exhibit A for District MUD 25 WTP Capacity.

Current BC MUD 25 Capacity Commitment	**1,305**	**ESFC's**
Propose Capacity Request	**44**	**ESFC's**
Total Capacity Commitment	**1,349**	**ESFC's**

Service should be established as follows:

Dr Omer Bisen
908 Ingle Lane
Leander, TX 78641
Attn: Dr Omer Bisen
bisen@ultimatecoinc.com

If you have any questions regarding this letter, please contact me at (281)301-5595 ext 1002

Sincerely,

Patrick Carrigan

Patrick Carrigan, P.E.
ALJ-Lindsey, LLC
Phone: 281-301-5955 ext. 1007
Email: pcarrigan@aljlindsey.com
Web: www.aljlindsey.com

EXHIBIT C

DEC
ENGINEERING
EXCELLENCE

DE Corp.
3100 West Alabama, Houston, TX 77098
P.O. BOX 22292 Houston, Texas 77227
(713) 520-9570

June 6th, 2022

Mr. Matthew Smith
ALJ Lindsey
5629 FM 1960 West, Suite 314
Houston, TX 77069

Re: **Request for utility availability for an mixed used development adjacent to Brazoria County MUD No. 25**

Dear Mr. Smith:

As District Engineer for Brazoria County Municipal Utility District No. 25 ("District"), at this date, I can say the "District" has sufficient water and sewer capacity on the ground within the existing plants to provide out-of-District service to the mixed use development you are proposing as per your letter dated May 5th, 2022. If you need anything else, please don't hesitate to call me at 713-527-6464.

Sincerely,

MM

Steve Sheldon, P.E.
District Engineer

G:\1130\3467-08\Admin\Correspondence\MixedUseCapacityLetter.wpd

STATE OF TEXAS
COUNTY OF BRAZORIA

We, ARAMCO INVESTMENT GROUP, acting by and through ADAM OMRAN, and ALP TEKIN YILMAZ, owner of the property subdivided in the above and foregoing map of the HAMPTON BUSINESS PARK do hereby make subdivision of said property, according to the lines, streets, lots, alleys, parks, building lines and easements as shown hereon, and dedicate for public use, the streets, alleys, parks and easements shown hereon, forever, and do hereby waive all claims for damages occasioned by the establishment of grades, as approved for the streets and drainage easements indicated, or occasioned by the alteration of the surface, or any portion of the streets or drainage easements to conform to such grades, and do hereby bind ourselves, our heirs, successors and assigns, to warrant and defend the title to the land so dedicated.

IN TESTIMONY WHEREOF, the ARAMCO INVESTMENT GROUP, has caused these presents to be signed by ADAM OMRAN, and ALP TEKIN YILMAZ, thereunto authorized,

this ______ day of ____________________________, 20___.

ARAMCO INVESTMENT GROUP

By: ________________________ By: ________________________
ADAM OMRAN ALP TEKIN YILMAZ

STATE OF TEXAS
COUNTY OF BRAZORIA

BEFORE ME, the undersigned authority, on this day personally appeared ADAM OMRAN, and ALP TEKIN YILMAZ of ARAMCO INVESTMENT GROUP, known to me to be the persons whose names are subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this ______ day of ________________, 20___.

____
Notary Public in and for the State of Texas

____
My Commission Expires:

I, Robert Kness, am authorized under the laws of the State of Texas to practice the profession of surveying and hereby certify that the above subdivision is true and accurate; was prepared from an actual survey of the property made under my supervision on the ground; that, except as shown all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other objects of a permanent nature) pipes or rods having an outside diameter of not less than five eighths (5/8) inch and a length of not less than three (3) feet; and that the plat boundary corners have been tied to the Texas Coordinate System of 1983, south central zone.

STATE OF TEXAS
REGISTERED
ROBERT KNESS
6486
PROFESSIONAL
LAND SURVEYOR

____
Robert Kness
Registered Professional Land Surveyor
Texas Registration No. 6486

Preliminary, this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document.

BRAZORIA DRAINAGE DISTRICT NO. 4 NOTES

1. ANY GOVERNMENTAL BODY FOR THE PURPOSES OF DRAINAGE WORK MAY USE THE DRAINAGE EASEMENTS AND FEE STRIPS PROVIDED THE DISTRICT IS PROPERLY NOTIFIED.
2. PERMANENT STRUCTURES, INCLUDING FENCES AND PERMANENT LANDSCAPING, SHALL NOT BE ERECTED IN A DRAINAGE EASEMENT OR FEE STRIP.
3. MAINTENANCE OF DETENTION FACILITIES IS THE SOLE RESPONSIBILITY OF THE OWNER OF THE PROPERTY. THE DISTRICT WILL PROVIDE MAINTENANCE OF REGIONAL FACILITIES OWNED AND CONSTRUCTED BY THE DISTRICT, OR SUB REGIONAL FACILITIES CONSTRUCTED BY DEVELOPER(S) FOR WHICH OWNERSHIP HAS BEEN TRANSFERRED TO THE DISTRICT WITH THE DISTRICT'S APPROVAL. THE DISTRICT IS RESPONSIBLE ONLY FOR THE MAINTENANCE OF FACILITIES OWNED BY THE DISTRICT UNLESS THE DISTRICT SPECIFICALLY CONTRACTS OR AGREES TO MAINTAIN OTHER FACILITIES.
4. CONTRACTOR SHALL NOTIFY THE DISTRICT'S INSPECTOR IN WRITING AT LEAST FORTY-EIGHT (48) HOURS BEFORE BEGINNING WORK AND TWENTY-FOUR (24) HOURS BEFORE PLACING ANY CONCRETE.
5. THE DISTRICT'S PERSONNEL SHALL HAVE THE RIGHT TO ENTER UPON THE PROPERTY FOR INSPECTION AT ANY TIME DURING THE CONSTRUCTION OR AS MAY BE WARRANTED TO ENSURE THE DETENTION FACILITY AND DRAINAGE SYSTEM ARE OPERATING PROPERLY.
6. APPROPRIATE COVER FOR THE SIDE SLOPES, BOTTOM AND MAINTENANCE BERM SHALL BE ESTABLISHED PRIOR TO ACCEPTANCE OF THE CONSTRUCTION BY THE DISTRICT. AT LEAST 95% GERMINATION OF THE GRASS MUST BE ESTABLISHED PRIOR TO ACCEPTANCE OF CONSTRUCTION BY THE DISTRICT.
7. NO BUILDING PERMIT SHALL BE ISSUED FOR ANY LOT WITHIN THIS DEVELOPMENT UNTIL THE DETENTION FACILITY HAS BEEN CONSTRUCTED AND APPROVED BY THE DISTRICT.
8. THE DISTRICT'S APPROVAL OF THE FINAL DRAINAGE PLAN (AND FINAL PLAT IF REQUIRED) DOES NOT AFFECT THE PROPERTY RIGHTS OF THIRD PARTIES. THE DEVELOPER IS RESPONSIBLE FOR OBTAINING AND MAINTAINING ANY AND ALL EASEMENTS, FEE STRIPS AND/OR ANY OTHER RIGHTS-OF-WAY ACROSS THIRD PARTIES PROPERTIES FOR THE PURPOSES OF MOVING EXCESS RUNOFF TO THE DISTRICT'S DRAINAGE FACILITIES AND CONTEMPLATED BY THE FINAL DRAINAGE PLAN AND FINAL PLAT.
9. DRAINAGE EASEMENTS SHALL BE USED ONLY FOR THE PURPOSES OF CONSTRUCTING, OPERATING, MAINTAINING, REPAIRING, REPLACING, AND RECONSTRUCTING OF A DRAINAGE FACILITY, AND ANY AND ALL RELATED EQUIPMENT AND FACILITIES TOGETHER WITH ANY AND ALL NECESSARY INCIDENTALS AND APPURTENANCES THERETO IN, UPON, OVER, ACROSS, AND THROUGH THE EASEMENT AREA. THE DISTRICT'S SUCCESSORS, ASSIGNS, AGENTS, EMPLOYEES, WORKMEN, AND REPRESENTATIVES SHALL AT ALL PRESENT AND FUTURE TIMES, HAVE THE RIGHT AND PRIVILEGE OF INGRESS AND EGRESS IN, UPON, OVER, ACROSS, AND THROUGH THE EASEMENT AREA.
10. ACCESS EASEMENTS SHALL BE USED FOR INGRESS AND EGRESS TO THE DISTRICT'S DRAINAGE FACILITIES AND SHALL BE KEPT CLEAR OF ANY AND ALL OBSTRUCTIONS.
11. AN AS-BUILT CERTIFICATE AND AS-BUILT SURVEY ARE REQUIRED TO BE SUBMITTED TO THE DISTRICT BEFORE A CERTIFICATE OF COMPLIANCE CAN BE ISSUED. CONTACT THE DISTRICT'S INSPECTOR FOR FURTHER CLARIFICATION.
12. ALL DRAINAGE PLANS AND PLATS SHALL BE IN CONFORMANCE WITH THE DISTRICT'S RULES, REGULATIONS & GUIDELINES. BOARD APPROVAL OF A DRAINAGE PLAN OR PLAT DOES NOT CONSTITUTE PERMISSION TO DEVIATE. DEVIATION FROM THE DISTRICT'S RULES, REGULATIONS & GUIDELINES IS ONLY AUTHORIZED AND ALLOWED BY A SEPARATE REQUEST FOR VARIANCE WHICH WAS APPROVED BY THE BOARD. ANY BOARD APPROVED VARIANCE SHALL BE REFERENCED ON THE PLAN COVER PAGE AND ON THE APPROPRIATE SHEET WHERE APPLICABLE. THE USE OF THE TERM "GUIDELINES" HEREIN DOES NOT AFFECT THE MANDATORY NATURE OF THESE RULES, REGULATIONS & GUIDELINES.

APPROVED BY THE BOARD OF COMMISSIONERS ON ________________________.

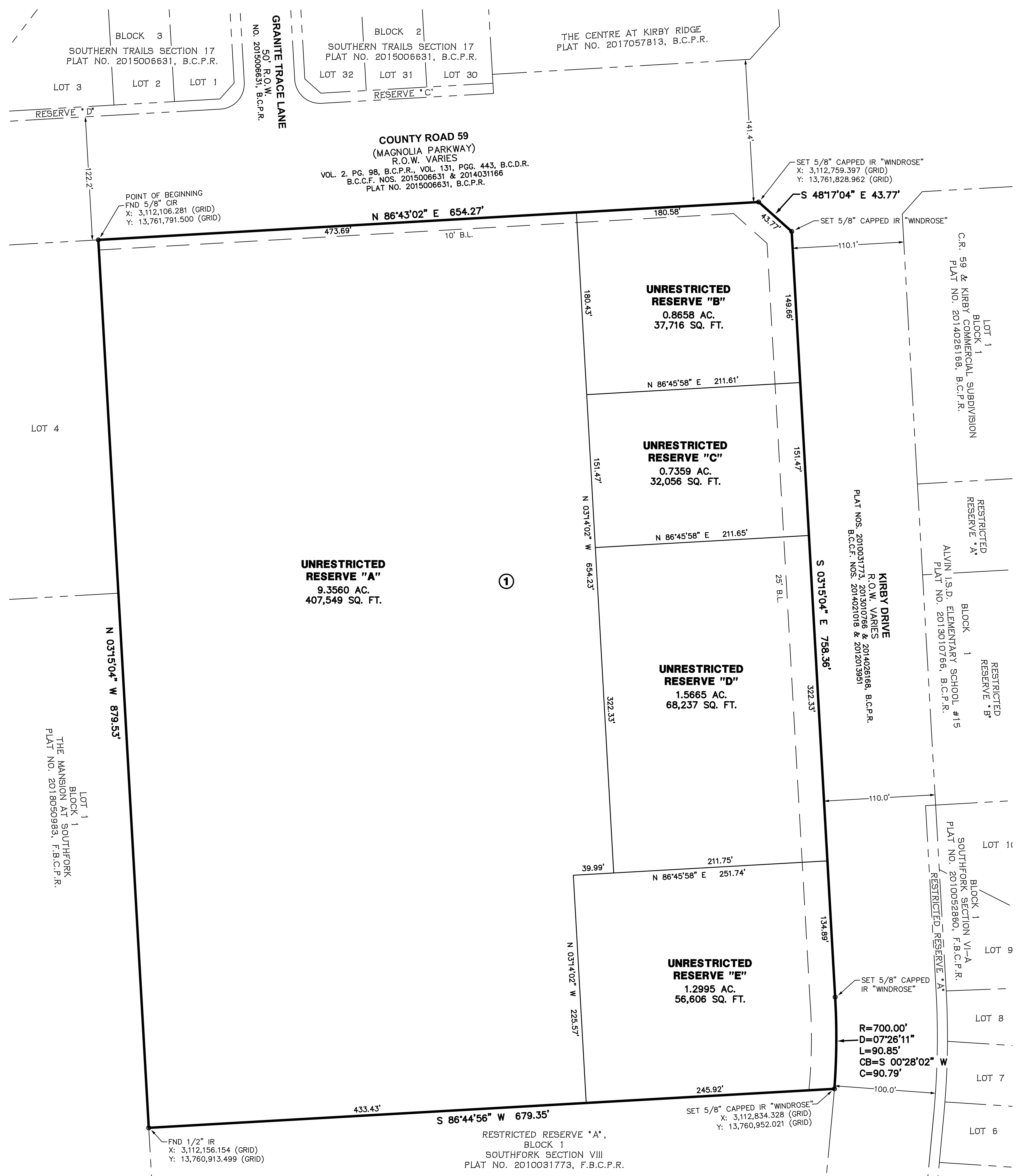
____
Brazoria Drainage District No. 4

____
DISTRICT ENGINEER

THE ABOVE HAVE SIGNED THESE PLANS AND/OR PLAT BASED ON THE RECOMMENDATION OF THE DISTRICT'S ENGINEER WHO HAS REVIEWED ALL SHEETS PROVIDED AND FOUND THEM TO BE IN GENERAL COMPLIANCE WITH THE DISTRICT'S "RULES, REGULATIONS, AND GUIDELINES". THIS APPROVAL IS ONLY VALID FOR THREE HUNDRED SIXTY-FIVE (365) CALENDAR DAYS. AFTER THAT TIME RE-APPROVAL IS REQUIRED. PLEASE NOTE, THIS DOES NOT NECESSARILY MEAN THAT ALL THE CALCULATIONS PROVIDED IN THESE PLANS AND/OR PLATS HAVE BEEN COMPLETELY CHECKED AND VERIFIED. IN THE EVENT OF ANY CONFLICT OR INCONSISTENCY BETWEEN THE DISTRICT'S "RULES, REGULATIONS AND GUIDELINES" AND THESE APPROVED DRAINAGE PLANS AND/ OR PLAT, THE DISTRICT'S "RULES, REGULATIONS & GUIDELINES" SHALL GOVERN AND PREVAIL. ANY APPROVED VARIANCES SHALL BE ITEMIZED ON THE COVER SHEET AND PLACED ON THE APPROPRIATE SHEET WHERE APPLICABLE. PLANS SUBMITTED HAVE BEEN PREPARED, SIGNED AND SEALED BY A PROFESSIONAL ENGINEER LICENSED TO PRACTICE ENGINEERING IN THE STATE OF TEXAS AND PLAT HAS BEEN SIGNED AND SEALED BY A REGISTERED PROFESSIONAL LAND SURVEYOR LICENSED TO PRACTICE IN THE STATE OF TEXAS, WHICH CONVEYS THE ENGINEER'S AND/OR SURVEYOR'S RESPONSIBILITY AND ACCOUNTABILITY.

BDD4 Ref. ID #: 23-000107

Z:\58103-SWC MAGNOLIA PARKWAY & KIRBY DRIVE\PLAT\20230517-PLAT-FINAL-HAMPTON BUSINESS PARK-58103-P121105.DWG - ARABIUS - 05/17/23



THIS IS TO CERTIFY THAT THIS PLAT IS A MINOR PLAT UNDER THE PROVISIONS OF THE TEXAS LOCAL GOVERNMENT CODE SECTION 212.0065 AND MEETS ALL THE REQUIREMENTS OF THE SUBDIVISION ORDINANCE CHAPTER 62 OF THE CODE OF ORDINANCES OF THE CITY OF MANVEL. THE CITY OF MANVEL HAS APPROVED AND AUTHORIZES THE RECORDING OF THIS PLAT THIS ______ DAY OF ________________, 20___.

____
KYLE JUNG, CITY MANAGER

DESCRIPTION

A TRACT OR PARCEL CONTAINING 13.82 ACRES, OR 602,164 SQUARE FEET OF LAND SITUATED IN THE H.T. & B. R.R. CO. SURVEY, ABSTRACT NO. 298, BRAZORIA COUNTY, TEXAS, BEING A RESIDUE OF A CALLED 16.0231 ACRE TRACT DESCRIBED IN DEED TO ARAMCO INVESTMENT GROUP, AS RECORDED UNDER BRAZORIA COUNTY CLERK?S FILE (B.C.C.F.) NO. 2010005107, BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD83):

BEGINNING AT A CAPPED 5/8 INCH IRON ROD FOUND ON THE SOUTH RIGHT-OF-WAY (R.O.W.) LINE OF COUNTY ROAD 59 (R.O.W. VARIES) RECORDED UNDER VOL. 2, PG. 98, BRAZORIA COUNTY PLAT RECORDS (B.C.P.R.) AND BRAZORIA COUNTY CLERK?S FILE (B.C.C.F.) NOS. 2015006631 & 201403116, AND PLAT NO. 2015006631, B.C.P.R., MARKING THE NORTHEAST CORNER OF LOT 4, THE MANSION AT SOUTHFORK, MAP OR PLAT THEREOF RECORDED UNDER PLAT NO. 2018050983, B.C.P.R., AND THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 86 DEG. 43 MIN. 02 SEC. EAST, WITH THE SOUTH R.O.W. LINE OF SAID COUNTY ROAD 59, A DISTANCE OF 654.27 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE" SET FOR THE NORTHWEST END OF A CUTBACK CORNER AT THE INTERSECTION OF THE SOUTH R.O.W. LINE OF SAID COUNTY ROAD 59, AND THE WEST R.O.W. LINE OF KIRBY DRIVE (R.OW. VARIES) RECORDED UNDER PLAT NOS. 2010031773, 2013010766, AND 2014026168, B.C.P.R., AND B.C.C.F NOS. 2014021017 AND 2012013951, AND THE MOST NORTHERLY NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

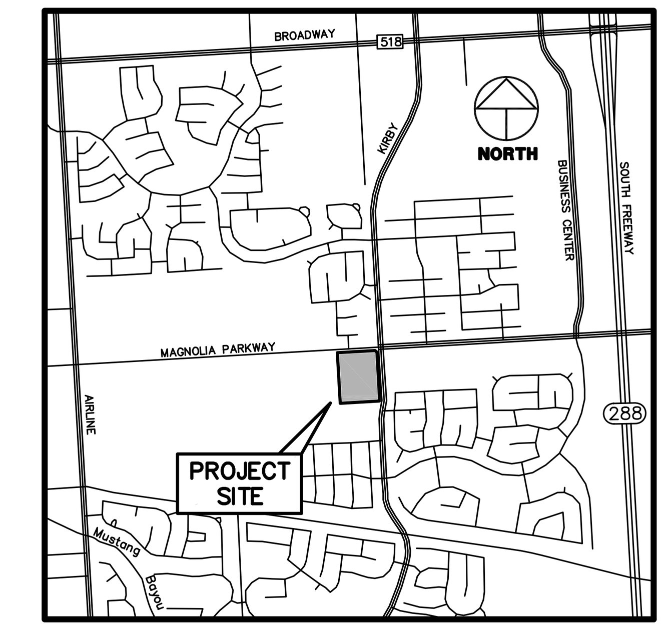
THENCE, SOUTH 48 DEG. 17 MIN. 04 SEC. EAST, WITH SAID CUTBACK LINE, A DISTANCE OF 43.77 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE" SET FOR THE SOUTHEAST END OF SAID CUTBACK CORNER AND THE MOST EASTERLY NORTHEAST CORNER OF THE HEREIN DESCR4IBED TRACT; FROM WHICH A 5/8 INCH IRON ROD FOUND BEARS FOR REFERENCE NORTH 34 DEG. 34 MIN EAST ? 6.54 FEET.

THENCE, SOUTH 03 DEG. 15 MIN. 04 SEC. EAST, WITH THE WEST R.O.W. LINE OF SAID KIRBY DRIVE, A DISTANCE OF 758.36 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE" SET FOR THE BEGINNING OF A TANGENT CURVE TO THE RIGHT;

THENCE, WITH THE WEST R.O.W. LINE OF SAID KIRBY DRIVE AND SAID CURVE TO THE RIGHT, HAVING A RADIUS OF 700.00 FEET, A CENTRAL ANGLE OF 07 DEG. 26 MIN. 11 SEC., AN ARC LENGTH OF 90.85 FEET, AND A CHORD BEARING AND DISTANCE OF SOUTH 00 DEG. 28 MIN. 02 SEC. WEST ? 90.79 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE" SET FOR THE NORTHEAST CORNER OF RESTRICTED RESERVE "A", BLOCK 1, SOUTHFORK SECTION VIII, MAP OR PLAT THEREOF RECORDED UNDER PLAT NO. 2010031773, B.C.P.R., AND THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, SOUTH 86 DEG. 44 MIN. 56 SEC. WEST, WITH THE NORTH LINE OF SAID RESTRICTED RESERVE "A", A DISTANCE OF 679.35 FEET, TO A 1/2 INCH IRON ROD FOUND ON THE EAST LINE OF LOT 1, BLOCK 1 OF SAID THE MANSION AT SOUTHFORK, MARKING THE NORTHWEST CORNER OF SAID RESTRICTED RESERVE "A" AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 03 DEG. 15 MIN. 04 SEC. EAST, WITH THE EAST LINE OF LOTS 1 AND 4 OF SAID THE MANSION AT SOUTHFORK, A DISTANCE OF 879.53 TO THE POINT OF BEGINNING AND CONTAINING 13.82 ACRES OR 602,164 SQUARE FEET OF LAND.



CITY OF MANVEL, BRAZORIA COUNTY, TEXAS
VICINITY MAP
SCALE: 1" = 1/2 MILE

NORTH

60 0 60 120 Feet
GRAPHIC SCALE: 1" = 60 '

GENERAL NOTES

1. THIS PLAT HAS BEEN PREPARED TO MEET THE REQUIREMENTS OF THE STATE OF TEXAS, BRAZORIA COUNTY, BRAZORIA DRAINAGE DISTRICT NO. 4, AND THE CITY OF MANVEL.
2. THIS PLAT WAS PREPARED FROM INFORMATION PROVIDED BY STEWART TITLE COMPANY, G.F. NO. TH15203240-H, EFFECTIVE DATE NOVEMBER 18, 2015.
3. ALL BEARINGS WERE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE(NAD83). ALL COORDINATES SHOWN HEREON ARE TEXAS SOUTH CENTRAL ZONE NO. 4204 STATE PLANE GRID COORDINATES (NAD 83) AND MAY BE BROUGHT TO SURFACE BY APPLYING THE FOLLOWING SCALE FACTOR – 0.9998714570.
4. ALL SUBDIVISION COMMON AREAS INCLUDING BUT NOT LIMITED TO DETENTION FACILITIES, EASEMENTS, AND OPEN SPACE WITHIN THE BOUNDARIES OF THIS PLAT SHALL BE MAINTAINED BY A HOMEOWNERS ASSOCIATION, COMMERCIAL PROPERTY ASSOCIATION OR OTHER ENTITY AND SHALL NOT BE THE RESPONSIBILITY OF THE CITY OF MANVEL.
5. THE PLATTED ACERAGE LIES OUTSIDE OF THE 100-YEAR FLOODPLAIN. ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), FLOOD INSURANCE RATE MAP (FIRM) FOR BRAZORIA COUNTY, TEXAS, MAP NO. 48039C0020K REVISED/DATED DECEMBER 30, 2020, THE SUBJECT TRACT APPEARS TO LIE WITHIN UNSHADED ZONE "X". THIS DETERMINATION WAS DONE BY GRAPHIC PLOTTING AND IS APPROXIMATE ONLY, AND HAS NOT BEEN FIELD VERIFIED. THIS FLOOD STATEMENT DOES NOT IMPLY THAT THE PROPERTY OR STRUCTURES THEREON WILL BE FREE FROM FLOODING OR FLOOD DAMAGE. ON RARE OCCASIONS FLOODS CAN AND WILL OCCUR AND FLOOD HEIGHTS MAY BE INCREASED BY MAN-MADE OR NATURAL CAUSES. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF WINDROSE LAND SERVICES.
6. ANY CONSTRUCTION PROPOSED TO BE INSTALLED WITHIN A PROPERTY EASEMENT WITH PRESCRIBED RIGHTS TO A PRIVATE ENTITY MAY REQUIRE THE PERMISSION OF THE PRIVATE ENTITY PRIOR TO THE START OF CONSTRUCTION. FAILURE TO SECURE SUCH PERMISSION MAY RESULT IN THE RIGHT HOLDER(S) OF THE EASEMENT REMOVING ANY UNAPPROVED PAVEMENT, STRUCTURES, UTILITIES, OR OTHER FACILITIES LOCATED WITHIN THE EASEMENT. THE RESPONSIBILITY OF SECURING APPROVAL FROM THE PRIVATE ENTITIES TO BUILD WITHIN AN EASEMENT IS SOLELY THAT OF THE PROPERTY OWNER.
7. ACCESS RIGHTS TO PARKING AREAS AND DRIVEWAYS ARE HEREBY GRANTED TO ALL ADJOINING COMMERCIAL PROPERTIES.
8. THE MINIMUM SLAB ELEVATION FOR ALL BUILDINGS LOCATED WITHIN THE BOUNDARIES OF THIS PLAT SHALL BE THE HIGHER OF (1) EITHER 12 INCHES ABOVE THE TOP OF CURB ELEVATION FOR A CURB STREET OR 12 INCHES ABOVE THE ELEVATION OF THE EDGE OF THE ROADWAY IF NO CURB EXISTS, OR (2) 12 INCHES ABOVE THE 100 YEAR FLOODPLAIN WATER SURFACE ELEVATION FOR STRUCTURES TO BE LOCATED WITHIN THE 100 YEAR FLOODPLAIN.
9. ANY PROPOSED DRAINAGE SYSTEM FOR THIS SUBDIVISION SHALL BE DESIGNED TO MEET THE REQUIREMENTS OF BRAZORIA DRAINAGE DISTRICT NO. 4 AND THE CITY OF MANVEL.
10. THERE ARE NO RECORDED BRAZORIA DRAINAGE DISTRICT NO. 4 EASEMENTS OR DITCHES CURRENTLY BEING MAINTAINED BY BRAZORIA DRAINAGE DISTRICT NO. 4 WITHIN THE PLAT.
11. THIS PROPERTY IS NOT LOCATED WITHIN A MUNICIPAL UTILITY DISTRICT.
12. ALL PIPELINES OR PIPELINE EASEMENTS THAT AFFECT THE SUBJECT TRACT ARE SHOWN HEREON.
13. SIDEWALKS SHALL BE CONSTRUCTED AS PART OF THE ISSUANCE OF A BUILDING PERMIT FOR EACH TRACT.
14. BUILDING PERMITS WILL NOT BE ISSUED UNTIL ALL STORM DRAINAGE IMPROVEMENTS, WHICH MAY INCLUDE DETENTION PONDS, HAVE BEEN CONSTRUCTED.
15. THE DEVELOPMENT REGULATIONS AND CITY PERMITS ARE REQUIRED ON ALL PROPERTY.
16. APPROVAL OF THE PRELIMINARY PLAT DOES NOT CONSTITUTE ACCEPTANCE OF THE SUBDIVISION, BUT IS MERELY AN AUTHORIZATION TO PROCEED WITH THE PREPARATION OF THE FINAL PLAT. APPROVAL OF THE PRELIMINARY PLAT SHALL EXPIRE 12 MONTHS AFTER PLANNING COMMISSION APPROVAL, UNLESS THE FINAL PLAT HAS BEEN SUBMITTED TO THE PLANNING COMMISSION FOR FINAL APPROVAL DURING THAT TIME. UPON WRITTEN REQUEST OF THE SUBDIVIDER, AN EXTENSION OF TIME MAY BE GIVEN, AT THE DISCRETION OF THE PLANNING COMMISSION, FOR A SINGLE EXTENSION PERIOD OF SIX MONTHS, PROVIDED THE SUBDIVIDER HAS SHOWN GOOD FAITH IN PROCEEDING TO COMPLETE THE WORK NECESSARY PRIOR TO FILING THE FINAL PLAT
17. THIS PLAT LIES WHOLLY WITHIN BRAZORIA COUNTY, CITY OF MANVEL, ALVIN ISD, AND BCDD NO. 4.
18. SUBJECT TO RIGHT OF WAY FOR CANAL PURPOSES LOCATED ON WEST SIDE OF KIRBY DRIVE AS SET FORTH IN VOLUME 638, PAGE 127 OF THE DEED RECORDS OF BRAZORIA COUNTY, TEXAS. (NONE FOUND ON SUBJECT TRACT)

PRELIMINARY PLAT

HAMPTON BUSINESS PARK

A SUBDIVISION OF
13.82 ACRES / 602,164 SQ. FT.
SITUATED IN THE
H.T. & B. R.R. CO. SURVEY, ABSTRACT NO. 298
CITY OF MANVEL, BRAZORIA COUNTY, TEXAS

1 BLOCK 5 RESERVES
MAY 17, 2023

ABBREVIATIONS

B.C.C.F. – BRAZORIA COUNTY CLERK'S FILE
B.C.D.R. – BRAZORIA COUNTY DEED RECORDS
B.C.O.R. – BRAZORIA COUNTY OFFICIAL RECORDS
B.C.P.R. – BRAZORIA COUNTY PLAT RECORDS
ESMT. – EASEMENT
C.A.E. – CROSS ACCESS ESMT.
C.R. – COUNTY ROAD
D.E. – DRAINAGE ESMT.
E.E. – ELECTRICAL ESMT.
S.E. – SEWER ESMT.
S.S.E. – STORM SEWER ESMT.
W.E. – WATER ESMT.
W.S.E. – WATER & SEWER ESMT.
P.O.B. – POINT OF BEGINNING
B.L. – BUILDING LINE
FND – FOUND
IP – IRON PIPE
IR – IRON ROD
IRC – IRON ROD CAPPED
T.B.M. – TEMPORARY BENCHMARK
NO. – NUMBER
PG. – PAGE
R.O.W. – RIGHT-OF-WAY
AC. – ACRE(S)
SQ. FT. – SQUARE FEET
VOL. – VOLUME
S – SET 5/8" IRC "WINDROSE"

Owner
ARAMCO INVESTMENT GROUP
ADAM OMRAN
11700 MAGNOLIA PKWY
MANVEL, TX 77578
737-808-6111

Surveyor

WINDROSE
LAND SURVEYING | PLATTING
FIRM REGISTRATION NO. 10108800
713.458.2281 | WINDROSESERVICES.COM
5353 W SAM HOUSTON PKWY N, SUITE 150, HOUSTON TX 77041

City of Manvel GIS Map

8/15/2023, 3:03:44 PM

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Red: Band_1

Green: Band_2

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City of Manvel

Southfork Water and Sanitary Sewer Capacity Summary

Brazoria County MUD No. 25

August 15, 2022

Water

Capacity	Connections	Usage (GPD)	Total (GPD)
Water Plant No. 1	1,000	360	360,000
Water Plant No. 2	1,000	360	360,000
	-		-
Total Capacity	2,000		720,000

Demand	Connections	Usage (GPD)	Total (GPD)
Section 1	165	360	59,400
Section 2	86	360	30,960
Section 3	105	360	37,800
Section 4	15	360	5,400
Section 5	101	360	36,360
Section 6	104	360	37,440
Section 7	87	360	31,320
Section 8	152	360	54,720
Cobblestone Apartments	337	250	84,250
Various Commercial	100	360	36,000
SouthFork Apartments	300	250	75,000
Total Demand	1,552		488,650
Available Water Capacity	448		231,350

Sanitary Sewer

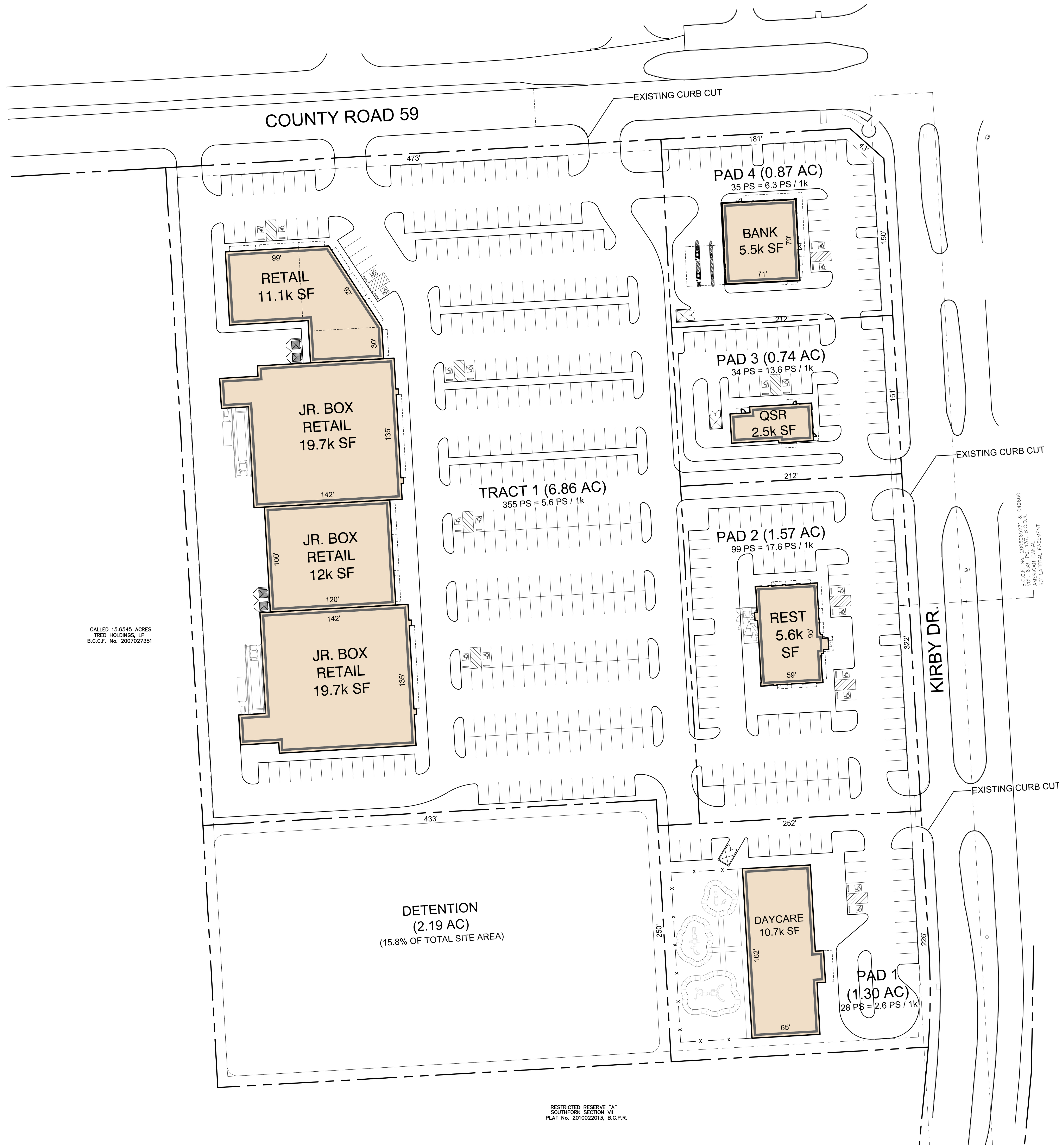
Capacity	Connections	Usage (GPD)	Total (GPD)
Phase 1	762	315	240,000
Phase 2	762	315	240,000
Total Capacity	1,524		480,000

Demand	Connections	Usage (GPD)	Total (GPD)
Section 1	165	315	51,975
Section 2	86	315	27,090
Section 3	105	315	33,075
Section 4	15	315	4,725
Section 5	101	315	31,815
Section 6	104	315	32,760
Section 7	87	315	27,405
Section 8	152	315	47,880
Cobblestone Apartments	337	220	74,140
Various Commercial	100	315	31,500
SouthFork Apartments	300	220	66,000
Total Demand	1,360	315	428,365
Available Sewer Capacity	164		51,635

DATA TABLE:			
SITE	13.8 AC		
JURISDICTION	MANVEL, TEXAS		
ZONING	LC - LIGHT COMMERICAL - REQUIRES REZONING		
PARKING SYNOPSIS			
	SF	PS REQ'D	PS PROVIDED
PAD 1 - DAYCARE (@2.5 PS / 1k)**	10.7k SF	27	28 (@ 2.6 PS / 1k)
PAD 2 - RESTAURANT (@ 4 PS / 1k)	5.6k SF	23	99 (@ 17.6 PS / 1k)
PAD 3 - RESTAURANT (@ 4 PS / 1k)	2.5k SF	10	34 (@ 13.6 PS / 1k)
PAD 4 - BANK (@4 PS / 1k)	5.5k SF	22	35 (@ 6.3 PS / 1k)
TRACT 1 - RETAIL (@4 PS / 1k)	62.5k SF	250	355 (@ 5.6 PS / 1k)

NOTES:

- PARKING RATIO REQUIREMENTS TO BE VERIFIED
- DETENTION POND MAY BE LESS THAN 20% PER PRE-DEVELOPMENT MEETING AND DESIGN CRITERIA MANUAL SECTION 5 - DRAINAGE G : "A CONCRETE PARKING LOT MAY BE USED AS PART OF THE DETENTION SYSTEM, PROVIDED THAT THE MAX. DEPTH OF WATER OVER THE INLET DOES NOT EXCEED 9" AND THE MAX. DEPTH IN THE PARKING STALL DOES NOT EXCEED 6".
- EASEMENT TO DETENTION REQUIRED
- ** DAYCARE PARKING RATIO TO BE CONFIRMED WITH THE CITY



SITE PLAN

Scale: 1" = 60'-0"

0 30' 60' 120'

N

identityARCHITECTS

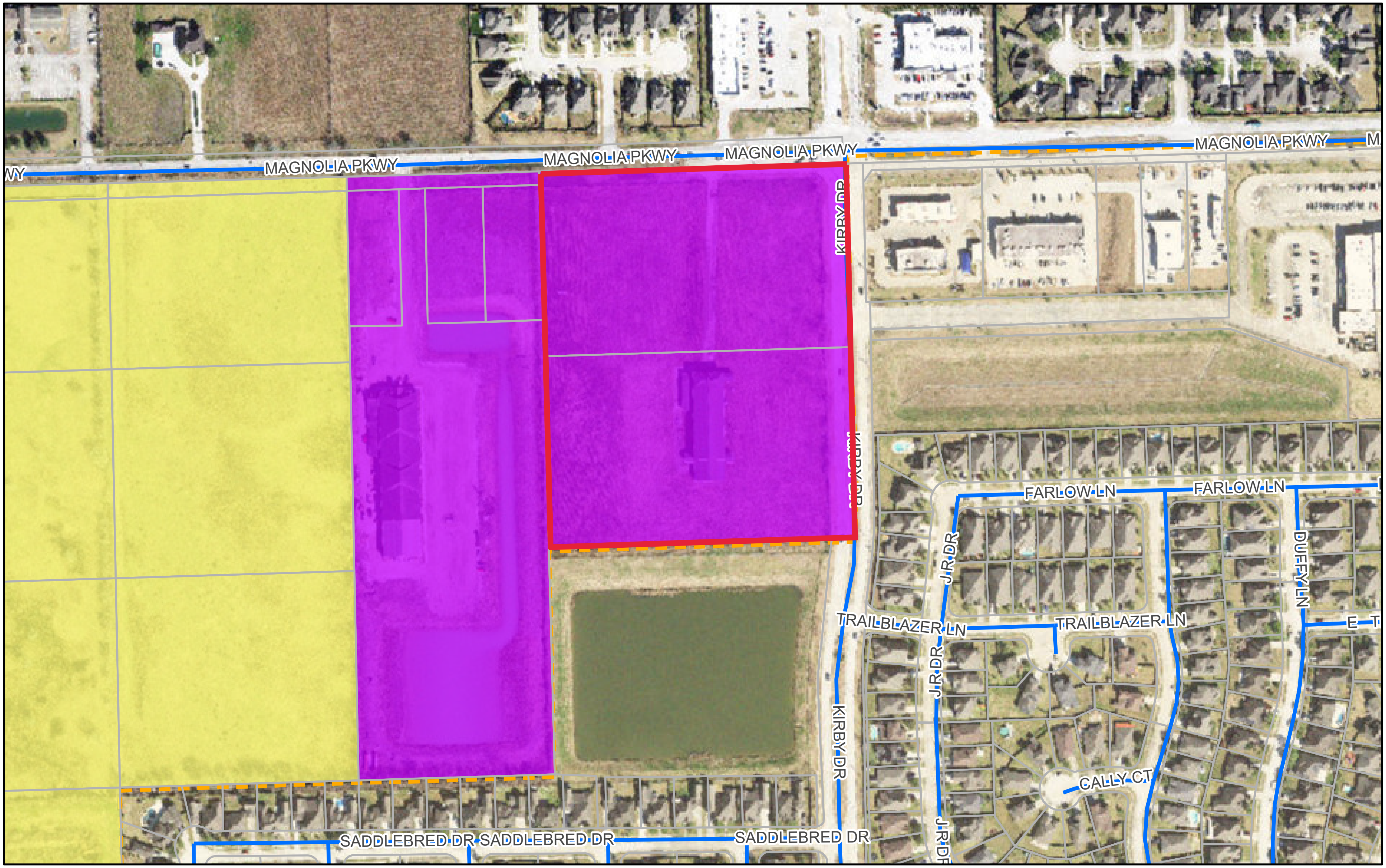
111 Travis Street, Houston, Texas 77002
www.identityarchitects.com 713.595.2150

COMMERCIAL DEVELOPMENT

October 3, 2022

COUNTRY ROAD 59 @ KIRBY DR.
MANVEL, TX
20006-00_SITE_22.09.23

City of Manvel GIS Map



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City of Manvel

THE STATE OF TEXAS §

COUNTY OF BRAZORIA §

INTERLOCAL AGREEMENT

This agreement is made at Angleton, Brazoria County, Texas between BRAZORIA COUNTY, TEXAS acting through its Commissioners' Court (hereinafter "COUNTY"), and the CITY OF MANVEL, acting through its Mayor (hereinafter "CITY").

NOW THEREFORE, THE COUNTY AND THE CITY agrees as follows:

1.0 The term of this agreement shall be from October 1, 2023, to September 30, 2024. The AGREEMENT may be renewed annually by the written approval of COUNTY and CITY.

1.1 Pursuant to the Interlocal Cooperation Act, Texas Government Code, Chapter 791 and the Texas Transportation Code, Section 251.012, the COUNTY agrees to provide personnel and equipment at its own expense to assist in the construction, improvement, maintenance and/or repair of a street or alley located within the corporate limits of the CITY OF MANVEL, subject to the approval of the County Engineer as set forth in Section 1.3, including sub grade preparation, base preparation, asphalt paving, culverts and ditch work, herbicide spraying, painting and striping roads, installation of permanent traffic signs, and other routine road maintenance operations. Any work performed on the City's streets and alleys which are not an integral part of, or a connecting link to, other roads and highways is allowed if such work is determined to be a benefit to the County by Commissioners' Court. The CITY will provide materials, including fuel used by the equipment for these projects. All such materials shall be paid for by the CITY, and may be purchased through the County's suppliers. The CITY shall reimburse the cost of any work performed or obtained by the COUNTY, which is determined to be beyond the scope of this agreement, to the County.

1.2 The county work authorized by this AGREEMENT may be done:

(1) By the COUNTY through use of county equipment;

(2) By an independent contractor with whom the COUNTY has contracted for the provision of certain services and materials, conditioned on the CITY providing a purchase order to such independent contractor for the full amount of such services or materials.

1.3 During the term of this AGREEMENT when COUNTY work is requested, the Mayor of the City shall submit a request in writing to the County Engineer. The County Engineer and the Mayor of the City shall agree in writing as to the location and type of assistance to be provided pursuant to this AGREEMENT. It is expressly understood between the parties that the COUNTY shall have no authority or obligation to provide any service or work on any city street or alley not so agreed to in writing. The County Engineer is authorized to sign an acceptance statement for each project at the appropriate time and authorize the work subject to be completed as the Road and Bridge Department schedules permit.

1.4 The parties intend that the COUNTY in performing such services shall act as an independent contractor and shall have control of the work and the manner in which it is performed. The COUNTY shall not be considered an agent, employee, or borrowed servant of the CITY.

1.5 For and in consideration of the above agreement by the County, the CITY agrees to provide all warning and safety signs and other safety protections as required when such work is being performed by the COUNTY.

1.6 The parties further agree that such work and materials are provided by the COUNTY without warranty of any kind to the CITY or any third party, and that the COUNTY has no obligation to provide any supplemental warranty work after a project's completion. The CITY agrees to provide any engineering or design work required for work done pursuant to this agreement.

II.

2.0 The Parties expressly acknowledge that the City's and the County's authority to indemnify and hold harmless any third party is governed by Article XI, Section 7 of the Texas Constitution, and any provision that purports to require indemnification by the City or the County is invalid. Nothing in this Agreement requires that either the City or County incur debt, assess or collect funds, or create a sinking fund.

2.1 Payment for services or materials under this agreement shall be payable from current revenues available to the paying party.

III.

3.0 Either party may terminate this agreement upon thirty (30) day's written notice to the other party.

3.1 Nothing herein shall be construed to make either party a purchaser or consumer of goods or services from the other.

3.2 Nothing herein shall be construed to create any rights in third parties.

SIGNED AND ENTERED this the ______ day of ____________________, 2023.

BRAZORIA COUNTY, TEXAS

By: L.M. "Matt" Sebesta Jr.
Brazoria County Judge

By: Mayor

DATE: ____________________

ATTEST:

CITY SECRETARY

ORDINANCE NO. 2023-O-28

AN ORDINANCE AMENDING CHAPTER 59. "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES" OF THE CODE OF ORDINANCES OF THE CITY OF MANVEL, TEXAS, BY AMENDING ARTICLE III. - *PUBLIC RIGHTS-OF-WAY,* SECTION 59-50. *TREE TRIMMING* TO AMEND THE PROVISIONS PERTAINING TO TREE TRIMMING IN THE RIGHT-OF-WAY; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000.00 PER DAY FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the City of Manvel ("City") seeks to amend the current provisions pertaining to tree trimming in the public right-of-way, in the overall interests of the public health, safety and welfare; 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. Chapter 59 "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES" of the Code of Ordinances of the City of Manvel is hereby amended by amending Article III. *Public Rights-Of-Way,* Section 59-50 *Tree Trimming* to read and provide as follows:

"Chapter 59 - STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

. . . .

ARTICLE III. - PUBLIC RIGHTS-OF-WAY

. . .

Sec. 59-50. - Tree trimming.

[~~Users shall comply with all applicable~~] The following rules and regulations [~~of the city~~] governing the trimming, grooming, or removal of [~~tress~~] trees or other similar vegetative matter[~~.~~] shall apply in the city right-of-way:

(a) Policy. This ordinance was developed to address the problems that low, overhanging tree branches and other bushes create for vehicular and pedestrian traffic. The City understands the citizens' desire for large trees in the area in which they live, and appreciates the desire for aesthetic looking yards and neighborhoods. However, property owners should be able to accommodate their needs and still stay within the ordinances that are designed to eliminate damage to vehicles and improve traffic safety. Specifically, these low overhanging trees and bushes may:

(1) Cause damage to fire trucks, buses, and other vehicles

(2) Impede emergency and delivery vehicles by obstructing their paths

(3) Obstruct the view of drivers and pedestrians

(4) Obstruct paths of pedestrians

(5) Block visual sight of street signs

(6) Block illumination of street lights

(b) Trimming requirement. All tree limbs, bushes or shrubs shall be trimmed by the city so that:

(1) No branch or growth which overhangs a street is less than fifteen (15) feet above the surface of such street; and

(2) No branch or growth which overhangs a sidewalk is less than ten (10) feet above the surface of such sidewalk; and

(c) Notice. Residents should be notified of tree trimming by city 24 hours in advance.

. . ."

Section 3. **Penalty**. 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 4. **Repealer**. 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 described above. All ordinances or parts of ordinances inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

Section 5. **Severability**. In the event any 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 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 such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED AND APPROVED on first reading this ___________ day of ____________________, 2023.

PASSED, APPROVED, AND ADOPTED on second and final reading this ______ day of ________________ , 2023.

____

Dan Davis, Mayor

Attest:

____

Tammy Bell, City Secretary

Approved as to form:

____

Bobby Gervais, City Attorney

ORDINANCE NO. 2023-O-29

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANVEL BY AMENDING CHAPTER 33 "FOOD AND FOOD HANDLERS," SECTION 33-3(2)(A)(5) TO FURTHER DEFINE WHAT CONSTITUTES A "FOOD ESTABLISHMENT"; AMENDING SECTION 33-51 PERTAINING TO GREASE TRAP REQUIREMENTS; REPEALING PROVISIONS IN CONFLICT THEREWITH; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED $2,000.00 PER DAY FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the City Council of the City of Manvel, Texas, has deemed it in the best interest of the health, safety, and welfare of the citizens of the City to regulate food and food handlers; and

WHEREAS, this regulation is integral to maintaining the public health and to support the vision of citizens and City Council 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 Code of Ordinances of the City of Manvel is hereby amended by amending Chapter 33 "*Food and Food Handlers*," section 33-3(2)(a)(5), to read and provide as follows:

"Chapter 33 - FOOD AND FOOD HANDLERS

ARTICLE I. - IN GENERAL

. . .

Sec. 33-3. Local amendments and definitions.

The *Texas Food Establishment Rules 2015* adopted in section 33-1 are hereby amended as follows:

(1) The following provisions are added:

a. 228.2(153) Code enforcement/health officer—A city "code enforcement officer" or "health officer" shall mean any person in the health office/code enforcement office, or other person designated by the city manager, assigned to inspect food establishments, educate food establishment employees and food employees on local and state statutory requirements for health and safety in food service, and enforce all local and state health and safety laws as permitted by law.

b. 228.2(154) Reconstituted—Food created or prepared by recombining dehydrated food products with water or other liquids.

c. 228.2(155) Sanitation—Effective bactericidal treatment process that provides enough accumulative heat or concentration of chemicals for enough time to reduce the bacterial count, including pathogens, to a safe level on tableware, utensils, equipment, and alike.

d. 228.186(o)(2)(F) Service Animals—In areas that are not used for food preparation or storage, a food establishment may, at the owner or manager's discretion, or where required by law, allow patrons to bring service animals on the premises. Notices stating where a patron is allowed to bring service animals on the premises shall be posted in all areas where the service animals are to be allowed by the food establishment.

(2) The following provisions are adopted in place of the identically numbered provisions in the *Texas Food Establishment Rules 2015*:

a. 228.2(57) Food establishment—Food establishment means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, whether for charge or not, as follows:

1. A restaurant, retail food store, satellite or catered feeding location, catering operation if the operation provides food directly to a consumer or to a conveyance used to transport people, market, vending machine location, self-service food market, conveyance used to transport people, institution, or food bank. This includes any establishment where prepackaged time/temperature control for safety (TCS) food and food products are offered to the ultimate consumer and intended for off premise consumption;
2. An establishment that relinquishes possession of food to a consumer directly, or indirectly through a delivery service, such as home delivery of grocery orders or restaurant takeout orders, or delivery service that is provided by common carriers; and
3. Includes an element of the operation such as a transportation vehicle or a central preparation facility that supplies a vending location or satellite feeding location, unless the vending or feeding location is permitted by the regulatory authority.
4. An operation that is conducted in a mobile, stationary, temporary, or permanent facility or location; where consumption is on or off the premises regardless if there is a charge for the food.
5. Food establishment does not include :

i. An establishment that offers only prepackaged foods that are not TCS foods;
ii. A produce stand that only offers whole, uncut fresh fruits and vegetables;
iii. A food processing plant;
iv. A cottage food production operation; [~~or~~]
v. A private home that receives catered or home-delivered food;
vi. A coffee shop, bar or club serving drinks only and where no food is prepared;
vii. A snow cone or shaved ice stand, provided no other type of food is prepared;
viii. A grocery or convenience store with food preparation, meat cutting or packaging, delicatessens, or bakery;
ix. A school or day care center that primarily serves microwaved dishes, using single service items;
x. A mobile food unit or trailer designed to be easily moveable and not discharging to the sanitary sewer; or
xi. a municipal facility.

b. 228.2(59) Food protection manager certification—A document obtained by a person in charge who demonstrates knowledge by being a food protection manager that is certified by a food protection manager certification program that is evaluated and listed by a conference for food protection-recognized accrediting agency as conforming to the conference for food protection standards for accreditation of food protection manager certification programs. Food establishments having multiple preparation areas or at such distance that a single individual may not effectively supervise activities in each, must have a person in charge who has a valid food service manager's certification located in each area.
c. 228.2(85) Mobile food unit (MFU)—A vehicle mounted, self or otherwise propelled, self-contained food service operation, designed to be readily movable (including, but not limited to, trailers and food hand cart) and used to store, prepare, display, serve, or sell food. Mobile units must completely retain their mobility at all times. A mobile food unit does not mean a stand or a booth. A mobile food unit operating in the city must have onsite at least one food employee who possesses a food manager certification.
d. 228.2(143) Temporary food establishment—A food establishment that operates a stand or booth for a period of no more than ten consecutive days in conjunction with a single event or celebration. A temporary food establishment operating in the city must have onsite at least one food employee who possesses a food manager certification.
e. 228.42(a)(2) is amended by changing "closed beverage container" to "screw top lid" and adding a requirement that management designate a specific location to store all approved employee beverage containers."

Section 3. The Code of Ordinances of the City of Manvel is hereby amended by amending Chapter 33 "*Food and Food Handlers*," Section 33-51, *Plans*. to read and provide as follows:

"ARTICLE IV. CONSTRUCTION, REMODELING AND CONVERSION

Sec. 33-51. Plans.

(a) No construction, remodeling, or alteration of a permitted food establishment shall be conducted without any and all required permits.

(b) One (1) hard copy and an electric copy of properly prepared plans and specifications for each construction, remodeling, or alteration of a food establishment shall be submitted to the permit department prior to any on-site construction. The plans must be drawn to scale no smaller than one-eighth (1/8") inch and shall consist of a plot plan, floor plan, foundation plan, structural plan, plumbing plan, elevation plan, wall section, engineer's scale and survey (if required by applicable law), mechanical and electrical details, and health equipment detail with elevations, any of the City of Manvel standard details that apply, and the city's signature block on the first page.

(c) All food establishments as defined in sec. 33-3 (2) shall have a [~~minimum of a 500-gallon~~] grease trap/interceptor.

(1) [~~Under sink grease traps for all food establishment shall be strictly prohibited. The only exception is for MFU's~~] Sized, installed, and certified by a licensed plumber.

(2) Servicing of grease interceptors. Food service establishments must service grease interceptors quarterly. The regulatory authority may require that the food service establishment service the grease interceptors more frequently, if deemed necessary.

(3) Report of service. Each establishment may be required to provide the regulatory authority with a copy of the grease interceptors servicing manifest or invoice immediately after the grease interceptor has been serviced. The invoice shall contain the name and address of the food service establishment; the name and address of the licensed waste carrier; the name and address of the licensed disposal site; the signature of the operator of the establishment, the waste carrier and the disposal site; and the quantity and date of grease removal and disposal.

(d) All food prep areas shall have smooth wall board. Such as FRP (fiberglass reinforced panels.). No rough or porous wall board will be allowed.

(e) All food establishments, temporary food establishments, and mobile food units shall have only commercially designed equipment. Residentially designed equipment will not be permitted within a commercial food establishment operation."

Section 4. 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 described above.

Section 5. 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 6. 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.

PASSED AND APPROVED on first reading this ___________ day of ____________________, 2023.

PASSED, APPROVED, AND ADOPTED on second and final reading this 20 day of June, 2023.

____

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Robert Gervais, City Attorney

ORDINANCE NO. 2023-O-30

AN ORDINANCE AMENDING ORDINANCE NO. 2022-O-24 AMENDING THE CITY FISCAL YEAR 2023 BUDGET ENDING SEPTEMBER 30, 2023, BY AMENDING THE GENERAL FUND BUDGET TO ACCOUNT FOR EMERGENCY ROAD RECONSTRUCTION OF 200 FT OF PALM DESERT STREET. DIRECTING THE BUDGET OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE AMENDED BUDGET WITH THE CITY SECRETARY AND WITH THE OFFICE OF THE BRAZORIA COUNTY CLERK AND PROVIDING THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, by Ordinance No. 2022-O-24, the City Council of the City of Manvel, Texas, adopted its original budget for Fiscal Year ending September 2023; and

WHEREAS, by Ordinance No. 2023-O-20, 2023-O-22, AND 2023-oO-25 the City Council of the City of Manvel, Texas, amended the budget for the Fiscal Year ending September 2023; and

WHEREAS, Texas Local Government Code §102.010 provides that a municipality may make changes in the budget for municipal purposes; and

WHEREAS, the General Fund budget amendment is needed to account for an emergency road reconstruction of 200 ft of Palm Desert Street in the Rodeo Palms Subdivision; and

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

SECTION 1: That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct. The City Council deems the purpose for this budget amendment is a municipal purpose.

SECTION 2: That the budget for the Fiscal Year ending September 30, 2023, of the City of Manvel, Texas, is hereby amended as;

Line Item	Description	Current	Increase	Decrease	Amended
10.09.4999	Fund Balance	$3,421,424		$55,000	$3,366,424
10.50.6035	Capital Outlay-Street Reconstruction	$300,000	$55,000		$ 355,000

SECTION 3: That this Ordinance shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

PASSED, APPROVED, AND ADOPTED this ______ day of __________, 2023.

____
Dan Davis, Mayor

ATTEST:

____
Tammy Bell, City Secretary

RESOLUTION NO. 2023-R-22

A RESOLUTION ADOPTING AN AMENDED PERSONNEL POLICIES AND PROCEDURES HANDBOOK DATED AUGUST 22, 2023 FOR ALL CITY EMPLOYEES; PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE.

WHEREAS, the City desires to establish a formal personnel policy to set forth the policies, procedures, guidelines and practices of the City concerning employment relationship between each employee and the City; and

WHEREAS, adopting a formal Employee Personnel Policies and Procedures Handbook is intended to help employees read, understand and comply with all policies, procedures, guidelines and practices of the City; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS:

<u>SECTION 1</u>: That the "Employee Personnel Policies and Procedures Handbook" Section VI. 6.10 Insurance is amended to include dependent medical coverage.

<u>SECTION 2</u>: That the "Employee Personnel Policies and Procedures Handbook" Section VIII. 8.25 Police Officer 7(k) Exemption work week hours are amended from 86 hours to 80 hours.

<u>SECTION 3</u>: That the "Employee Personnel Policies and Procedures Handbook" dated August 22, 2023, attached hereto as Exhibit A, is hereby adopted for all employees of the City of Manvel. The City Manager is authorized and directed to implement all personnel policy matters contained therein, consistent with the City Charter and City Code.

<u>SECTION 4</u>: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this ___________, day of ____________, 2023.

____
Dan Davis, Mayor
City of Manvel, Texas

ATTEST:

____
Tammy Bell
City Secretary

VI. VACANCIES; EMPLOYMENT

6.10 Insurance

The City shall furnish medical, dental, vision, life insurance, and accidental death and dismemberment for each full-time employee, to the extent permitted by the City budget as adopted by the City Council. Employees are eligible to participate in a Cafeteria Benefit Plan. For details of coverage, see the City's current Benefits Summary. This insurance is effective 30 days after the full-time, regular employee begins employment with the city and continues so long as the employee remains on the full-time payroll.

Additional dependent medical insurance coverage for employees shall be provided by the City. Such coverage will be based on the seniority of full time employees.

3+ years of service = 100% coverage

1 to > 3 years of service = 50% coverage

New Hire to > 1 year of service = 0% coverage[CD1]

Additional supplemental insurance coverage for employees and members of their families, beyond those types (and amounts) provided by the City, shall be made available at the employee's expense

The City also carries a workers' compensation insurance policy. In cases of job-related injuries, provisions and benefits available under workers' compensation are activated

1. Police Officer 7(k) Exemption

Notwithstanding the foregoing, the City has adopted the "7(k) exemption" of the Fair Labor Standards Act (FLSA) and provides for a maximum 80 x86x hour pay period for police officers. Any and all of the rules and regulations contained herein still apply where not in conflict with this section 8.23. If there is any conflict between this section and the general rules and regulation of this Handbook, this section 8.23 shall prevail. [CD1]

FLSA: The FLSA requires that all covered nonexempt employees be paid overtime pay at no less than time and one-half their regular rates of pay for all hours worked in excess of 40 in a workweek. Section 7(k) of the FLSA provides that employees engaged in law enforcement may be paid overtime on a "work period" basis. A "work period" may be from 7 consecutive days to 28 consecutive days in length. For work periods of at least 7 but less than 28 days, overtime pay is required when the number of hours worked exceeds the number of hours that bears the same relationship to 171 (police) as the number of days in the work period bears to 28. For example, law enforcement personnel must receive overtime after 86 hours worked during a 14-day work period.

Work week: For most non-exempt employees, the City's work period is defined as the seven

1. days period beginning at 12:01 a.m. Monday and ending at midnight Sunday. For non- exempt fulltime paid police officers, the work period shall be a 14-day period beginning Monday at 12:01am and ending at midnight Sunday. Overtime worked will be paid the next pay period after being earned. Police officers shall receive overtime after 80 x86x hours worked during a 14-day work period. [CD2]

Holidays: Most non-exempt employees working on city holidays are compensated at straight time plus 8 hours, unless the employee has already worked 40 hours in that pay period. For purposes of administering the 14-day work period, police officers will be compensated for working city holidays at straight time, unless the hours worked result in more than 80 x86x total hours in the work period. Holiday compensation will be provided through an hourly holiday bank system. [CD3]