

March 18, 2024 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, CITY MANAGER
TAMMY BELL, CITY SECRETARY

NOTICE OF A CITY COUNCIL MEETING OF THE CITY OF MANVEL March 18, 2024

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 with Brazoria County Engineer Matt Hanks on the 288 project and possible enhancement conditions.

Jerry Argovitz - Discussion on Tractor Supply & Racetrack Development at CR 48 @ SH6 regarding Gas Station distance variance.

Discussion on any topic as listed on the current agenda.

Regular Session

Call To Order

Invocation

Inspirational Reading - Councilmember Perry

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

Proclamations:

Call to Prayer Day

Rossi RV Park - 50th Anniversary

Public Hearing

TO HEAR INPUT FROM THE PUBLIC REGARDING AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, FINDING AND DETERMINING THAT PUBLIC CONVENIENCE AND NECESSITY NO LONGER REQUIRE THE CONTINUED EXISTENCE OF CITY RIGHT-OF-WAY CONSISTING OF A 2.713 ACRE TRACT OF LAND IN THE H.T. & B.R.R. CO. SURVEY, SECTION 62, ABSTRACT NO. 484, BRAZORIA COUNTY, TEXAS, BEING A PORTION OF BISSELL ROAD (50 FOOT WIDE) LOCATED WEST OF MERIDIANA PARKWAY AND EAST OF THE GCWA CANAL; VACATING, ABANDONING, AND CLOSING SAID PUBLIC RIGHT-OF-WAY; AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST, RESPECTIVELY, QUITCLAIM DEEDS CONVEYING RESPECTIVE INTERESTS IN SAID ABANDONED RIGHT-OF-WAY TO THE ABUTTING PROPERTY OWNER(S); PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

TO HEAR INPUT FROM THE PUBLIC REGARDING A PROPOSED ORDINANCE (2024-O-13) OF THE CITY OF MANVEL, TEXAS, AMENDING THE ZONING CLASSIFICATION OF 1,735 ACRES OF LAND GENERALLY LOCATED EAST OF STATE HIGHWAY 288 AND SOUTH OF HIGHWAY 6 FROM OPEN PLANNED UNIT DEVELOPMENT (OPUD) TO PLANNED UNIT DEVELOPMENT (PUD) FOR THE MERIDIANA PLANNED UNIT DEVELOPMENT; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

CANCELED

TO HEAR INPUT FROM THE PUBLIC REGARDING A PROPOSED ORDINANCE (2024-O-12) OF THE CITY OF MANVEL, TEXAS, AMENDING THE ZONING CLASSIFICATION OF 458.4 ACRES OF LAND GENERALLY LOCATED EAST OF STATE HIGHWAY 288, NORTH OF HIGHWAY 6, GENERALLY SOUTH OF DEL BELLO BOULEVARD, AND WEST OF FARM TO MARKET 1128, FROM PLANNED UNIT DEVELOPMENT (PUD) TO PLANNED UNIT DEVELOPMENT (PUD) FOR THE VALENCIA PLANNED UNIT DEVELOPMENT; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

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.

Consent Agenda

1. Acceptance of the meeting minutes to date.
2. Approve Resolution 2024-R-07;
RESOLUTION OF THE CITY OF MANVEL, TEXAS SUSPENDING THE APRIL 10, 2024 EFFECTIVE DATE OF CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S REQUESTED RATE CHANGE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING CONTINUED COOPERATION WITH THE GULF COAST COALITION OF CITIES; HIRING LLOYD GOSSELINK ATTORNEYS AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; REQUIRING REIMBURSEMENT OF CITIES' RATE CASE EXPENSES; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL FOR THE GULF COAST COALITION OF CITIES.
3. Approve Resolution 2024-R-08;
A RESOLUTION BY THE CITY OF MANVEL TEXAS SUSPENDING THE MAY 11, 2024 EFFECTIVE DATE OF THE PROPOSAL BY UNIVERSAL NATURAL GAS, LLC D/B/A UNIVERSAL NATURAL GAS, INC. TO IMPLEMENT GRIP INTERIM RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2023 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.
4. Approve first of two readings of Ordinance 2024-O-15;
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANVEL, TEXAS, CHAPTER 71. "UTILITIES" BY AMENDING SECTION 71-5 SEWER, TO PROVIDE FOR AVERAGE BILLING; 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.
5. Acceptance of infrastructure improvements for Valencia Section 2 to begin the Two-Year Maintenance Period.
6. Acceptance of infrastructure improvements for Valencia Section 3 to begin the Two-Year Maintenance Period.

Items Removed from Consent Agenda

Regular Agenda

1. Consideration and possible action to approve;
FIRST AMENDMENT TO INTERLOCAL AND DEVELOPMENT AGREEMENT BETWEEN THE CITY OF MANVEL, TEXAS, AND BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT NO. 83.
2. Consideration and possible action to approve the first of two readings of Ordinance No. 2023-O-03;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, FINDING AND DETERMINING THAT PUBLIC CONVENIENCE AND NECESSITY NO LONGER REQUIRE THE CONTINUED EXISTENCE OF CITY RIGHT-OF-WAY CONSISTING OF A 2.713 ACRE TRACT OF LAND IN THE H.T & B.R.R. CO. SURVEY, SECTION 62, ABSTRACT NO. 484, BRAZORIA COUNTY, TEXAS, BEING A PORTION OF BISSELL ROAD (50 FOOT WIDE) LOCATED WEST OF MERIDIANA PARKWAY AND EAST OF THE GCWA CANAL; VACATING, ABANDONING, AND CLOSING SAID PUBLIC RIGHT-OF-WAY; AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST, RESPECTIVELY, QUITCLAIM DEEDS CONVEYING RESPECTIVE INTERESTS IN SAID ABANDONED RIGHT-OF-WAY TO THE ABUTTING PROPERTY OWNER(S); PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT. (Forwarded with favorable recommendation by PD&Z 6/0)
3. Consideration and possible action to approve the first of two readings of Ordinance No. 2024-O-13;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF 1,735 ACRES of land GENERALLY LOCATED EAST OF STATE HIGHWAY 288 AND SOUTH OF HIGHWAY 6 FROM OPEN PLANNED UNIT DEVELOPMENT (O-PUD) TO PLANNED UNIT DEVELOPMENT (PUD) FOR THE MERIDIANA P L A N N E D UNIT DEVELOPMENT AND RENAMING THIS DEVELOPMENT FROM SEVEN OAKS RANCH TO THE MERIDIANA DEVELOPMENT; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF. (Forwarded with favorable recommendation by PD&Z 6/0)
4. Consideration and possible action to approve Ordinance 2024-O-16;
AN ORDINANCE AMENDING ORDINANCE NO. 2023-O-32 AMENDING THE CITY FISCAL YEAR 2024 BUDGET ENDING SEPTEMBER 30, 2024, BY AMENDING THE CAPITAL PROJECTS FUND BUDGET AND GENERAL FUND BUDGET TO ACCOUNT FOR THE LIGHTING REHAB GRANT PROGRAM. AND BY AMENDING THE GENERAL FUND BUDGET TO ACCOUNT FOR THE ADDITIONAL REVENUES AND EXPENDITURES FOR THE TEXAS LAW ENFORCEMENT TRAINING PROGRAM. 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.

March 18, 2024 CITY COUNCIL MEETING AGENDA

5. Consideration and possible action to appoint five (5) individuals to serve a two-year term on the Capital Improvement Advisory Committee (CIAC) Board.
6. Presentation on the Fiscal Year 2022-2023 Audit as presented by Belt Harris Pechacek, LLLP.
7. Consideration and possible action to approve Resolution 2024-R-06;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS,
APPROVING AND ADOPTING THE CITY'S FINANCIAL MANAGEMENT POLICIES.
(TABLED ON 3/4/23)
8. Consideration and possible action to approve Resolution 2024-R-09;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL SUPPORTING
MANVEL MUNICIPAL COURT'S TEEN COURT PROGRAM.
9. Consideration and possible action to approve Resolution 2024-R-10;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL SUPPORTING
MANVEL POLICE DEPARTMENT'S TEEN CITIZEN POLICE ACADEMY PROGRAM.
10. Consideration and possible action to approve a Memorandum of Understanding between the City of Manvel and Lone Star Pawz for an alternative site to care for stray animals and authorize the City Manager to execute the agreement.
11. Consideration and possible action to direct staff on a Flock Camera Purchase and Grant Program.
12. Consideration and possible action to award Phase 3 of the Gardens at Croix Park to Landscape Art and authorize the City Manager to execute the contract. (Tabled on 3/4/2024)

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.

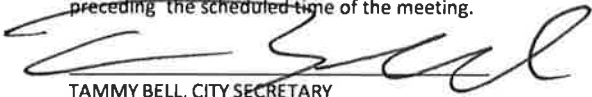
Items of community interest include:

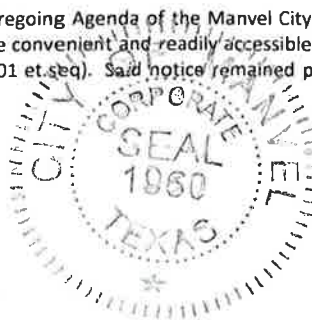
- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory 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 March 15, 2024 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





MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: March 18, 2024

TOPIC: -CANCELED/RESCHEDULED – Public hearing regarding amending the zoning classification of 458.4 acres of land generally located east of State Highway 288, North of Highway 6, generally south of Del Bello Boulevard, and West of Farm to Market 1128, from Planned Unit Development (PUD) to Planned Unit Development (PUD) for the Valencia Planned Unit Development.

BACKGROUND: The Valencia PUD is a primarily residential project that consists of approximately 458.6 acres of land and is located east of State Highway 288, north of Highway 6, generally south of Del Bello Boulevard, and generally west of Farm to Market 1128. This public hearing has been rescheduled due to a parcel missing from the mailing notification and required buffer for these proposed amendments. The Planning Development and Zoning Public Hearing for the amendments for Valencia Planned Unit Development has been rescheduled for March 25, 2024.

RECOMMENDATION: No staff recommendation is required

ATTACHMENTS: No attachments.

FUNDING ISSUES

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Evan DuVall

FINANCE DIRECTOR APPROVAL _____

CITY MANAGER APPROVAL _____

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, 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 3/11/2024

Workshop Session

Call To Order

Mayor Davis called the workshop of the Manvel City Council to order at 5:03 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 6 Jerome Hudson

Absent: City Councilmember Place 4 Ed Perry
City Councilmember Place 5 Crystal Sarmiento

Also Present: Dan Johnson, City Manager
Bobby Gervais, City Attorney
Tammy Bell, City Secretary
Brooke Cyphers, Public Information Officer

PDZ Members:
Ryan Miller
Kenneth Haynes
Christy Kennard
Delores Martin
William Richardson
Mary Ann Atkinson

MEDC Members:
Chris Durett
Martina McNichols
Donald Adkinson

March 11, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Presentation

Presentation and discussion on the Manvel strategic and long-range planning processes and initial priorities - Facilitated by Gary Mitchell and Jennifer Mak, Kendig Keast Collaborative.

Gary Mitchell, President and Project Manager, and Jennifer Mak, Architect and Senior Urban Designer present from Kendig Keast.

Presentation by Gary Mitchell.

Councilmember Hudson would like to see a Manvel proper area.

Councilmember Lands - concerns with the thoroughfare plan & history of the trees

Notable accomplishments -

HEB grocery store

Regional drainage - Akery Lake

160-acre city center

Funds for elevated water tower

Funds for PD & PW facility

City Hall culture

Gary Mitchell prompts the Council to give what they feel must be included in the plan, which included:

Must address quality of life, make sense, address needs of people, address traffic, police/public safety, zoning, and wildlife areas.

Gary Mitchell - working with Brooke and staff to work out engagement plans, which looks like will be late March or April. The background work will take place in the meantime, then moving to general public meetings, focus groups, and the survey process.

Adjourn

Mayor Davis made the motion to adjourn the meeting at 5:55 p.m. Councilmember Hudson seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

CERTIFICATION

TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS

DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

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, CITY MANAGER
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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 2/20/2024

Workshop Session 5:00 p.m.

Mayor Davis called the workshop of the Manvel City Council to order at 5:00 p.m.
Those in attendance were:

Present: Mayor Dan Davis
City Councilmember Place 1 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, City Manager
Robert Gervais, City Attorney
Keith Traylor, Chief of Police
Tammy Bell, City Secretary
Rosie Donaire, Finance Director
Robbie Hall, Public Works Director
Chad Dumont, HR Director
Evan Duvall, Zoning Official

EXECUTIVE SESSION

City Council will convene into Executive Session pursuant to Texas Government Code, section 551.072: "Deliberations regarding real property," to discuss the following:

Deliberate the possible purchase, exchange, lease, or value of real property

February 20, 2024 MANVEL CITY COUNCIL MEETING MINUTES

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

Valencia Development Agreement
Certificate of Obligation Publication

Mayor Davis convened the meeting into Executive Session at 5:01 p.m.

Mayor Davis reconvened the Workshop Session at 6:14 p.m.

No action was taken during Executive Session.

Executive Session topic "Valencia Development Agreement" left open to be discussed during the Regular Meeting's Executive Session.

Mayor Davis closed the Workshop Session at 6:15 p.m.

Regular Session - 6:00 p.m.

Call To Order

Mayor Davis called the meeting of the Manvel City Council to order at 6:15 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, City Manager
Robert Gervais, City Attorney
Keith Traylor, Chief of Police
Tammy Bell, City Secretary
Rosie Donaire, Finance Director
Robbie Hall, Public Works Director
Chad Dumont, HR Director
Evan Duvall, Zoning Official

Invocation

Inspirational Reading - Councilmember Opliger

Pledge

Presentations

Proclamation - Latrista Brown, S.C.A.R.F., Inc.

Public Hearing

TO HEAR INPUT FROM THE PUBLIC ON AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF 11.665 ACRES LOCATED AT 11800 MAGNOLIA PKWY, MANVEL, TEXAS, FROM LIGHT COMMERCIAL DISTRICT TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR 611210 "JUNIOR COLLEGES"; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

February 20, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Opened at 6:28 p.m.
1st call for comments - Lorraine Hehn
2nd call for comments - None
3rd call for comments - None
Closed at 6:30 p.m.

*****CANCELED*****

TO HEAR INPUT FROM THE PUBLIC REGARDING A PROPOSED ORDINANCE (2024-O-09) OF THE CITY OF MANVEL, TEXAS, AMENDING THE ZONING CLASSIFICATION OF AN APPROXIMATE 4.0248 ACRE TRACT OF LAND, LOCATED AT 19804 MORRIS AVENUE SUITE 160, MANVEL, TX, FROM LIGHT COMMERCIAL DISTRICT TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC/SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR NAICS USE CODE 621493 "FREESTANDING AMBULATORY SURGICAL AND EMERGENCY CENTERS"; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

Public Comments: "Comment Card" Required

Dorothy Wynne - spoke against the agreement with Houston Humane Society
Cindy Cortinas - spoke against the agreement with Houston Humane Society
Julie Bradley - spoke against the agreement with Houston Humane Society
Angela Greudsmacher (sp) - spoke against the agreement with Houston Humane Society
Ashley Russel - spoke against the agreement with Houston Humane Society
Drew Phillips, online comment read by Mayor - issues with staffing, budget, and water/sewer rates
Sarah Harpman, online comment read by Mayor - issues with staffing, budget
Lorraine Hehn - spoke against the agreement with Houston Humane Society
Jan Benningfield, online comment read by Mayor - against the agreement with Houston Humane Society
Lauren Quinn, online comment read by Mayor - against the agreement with Houston Humane Society
Emily Tade-Hensley, online comment read by Mayor - against the agreement with Houston Humane Society
Deedee King, online comment read by Mayor - spoke in favor of the agreement with Houston Humane Society
Adrian Gaspar, online comment read by Mayor - spoke in favor of the agreement with Houston Humane Society

City Manager Update

1. City Council May Election Update (City Secretary)
2. Wastewater Averaging Update (Finance)
3. March 4 – City Council Retreat – Mission, Vision, Values
4. Work Schedule Adjustment
5. Capital Projects Update
1. City Council May Election Update (City Secretary)
 - Filed for Place 2: Incumbent David Lands and Robina Spruill
 - Filed for Place 1: Incumbent Larry Akery and Preston Bonner
2. Wastewater Averaging Update (Finance)
3. March 4 – City Council Retreat – Mission, Vision, Values
4. Work Schedule Adjustment
 - Transitioning to 9/80 schedule at the end of the month
5. Capital Projects Update
 - Croix Park Phase 2 - nearing completion
 - Police Station - City Attorney working on contract

February 20, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Public Works Facility - working on contract
Elevated Storage Tank - notice to proceed is March 25th
Water reclamation facility - pre-bid meeting on 2/14. Proposals due back March 27th.
Franchise Agreement, CenterPoint - hoping to have it back next meeting

Consent Agenda

1. Acceptance of the meeting minutes to date.
2. Approve Resolution 2024-R-02;
A RESOLUTION OF THE CITY OF MANVEL, TEXAS FINDING THAT THE STATEMENT OF INTENT OF CENTERPOINT ENERGY RESOURCES CORP., D/B/A CENTERPOINT ENERGY ENTEX AND CENTERPOINT ENERGY TO CHANGE RATES FILING WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.
3. Approve Resolution 2024-R-05;
A RESOLUTION UPDATING THE SIGNATURE CARDS DESIGNATING CITY OFFICIALS AS SIGNATORIES AT FIRST STATE BANK FOR THE CITY'S BANK ACCOUNTS; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.
4. Acceptance of infrastructure for Meridiana Section 14A to begin the 2-year maintenance period.
5. Acceptance of infrastructure for Valencia Lake "D" to begin the 2-year maintenance period.
6. Final acceptance of infrastructure for Pomona WWTP Phase 3 and release of Maintenance Bond.
7. Final acceptance of infrastructure for Pursley Boulevard Phase 7, and release of Maintenance Bond.

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

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

Items Removed from Consent Agenda

None

Regular Agenda

1. Consideration and possible action to approve the first of two readings of Ordinance 2024-O-08;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF 11.665 ACRES LOCATED AT 11800 MAGNOLIA PKWY, MANVEL, TEXAS, FROM LIGHT

February 20, 2024 MANVEL CITY COUNCIL MEETING MINUTES

COMMERCIAL DISTRICT TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR 611210 "JUNIOR COLLEGES"; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF. (Forwarded with favorable recommendation by PD&Z on 2/12/2024 with a vote of 5/0 with 1 abstention)

Evan Duvall, Zoning Official, provided an overview to Council. Staff is recommending approval with one condition, being:

All building, fire, and engineering comments must be addressed during the permitting process.

Dr. Robert Exley, President of ACC, provided an overview of what the college will offer at this site.

Mayor Davis made the motion to approve. Councilmember Hudson seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

2. Consideration and possible action to approve a variance request seeking to vary Chapter 35, Section 35-22. Prohibited Sales, for a property located at 19710 Morris Avenue (State Highway 6) in Meridiana's Open-Planned Unit Development / State Highway 6 Overlay District (O-PUD/SH6).

Evan Duvall, Zoning Official, provided an overview to Council. Staff recommends approval with one condition, being; variance is granted for restaurants with on-premises beer/wine and/or mixed beverages only.

Councilmember Hudson made the motion to approve. Councilmember Lands seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

3. Consideration and possible action to approve an Animal Transfer Agreement between the Houston Humane Society and the City of Manvel and authorize the City Manager to execute said agreement. (Tabled at the 2/5/2024 City Council Meeting)

Chief Traylor, spoke with Lorraine Hehn and asked her to help come up with some procedures.

February 20, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Is open to utilizing the foster programs, rescue groups, etc. but there needs to also be an agreement in place with HHS.

Animal Control Officer Sherman addressed Council. Is comfortable utilizing HHS.

Mayor Davis calls on the community to do their part.

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

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 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

No: None

Absent: None

Abstained: None

4. Consideration and possible action to approve the amended Planning Development and Zoning Commission Bylaws. (Forwarded with favorable recommendation by PD&Z on 2/12/2024 with a vote of 6/0)

Robert Gervais provided an overview of the changes/updates to Council.

Councilmember Perry made the motion to approve with an effective date 3/15/2024. Councilmember Hudson seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

Executive Session

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

- *Performance Review for Robert Gervais, City Attorney*
- *Discussion on applicants for the appointment of Planning Development and Zoning Commission Board Members*
- *Discussion on applicants for the appointment of Manvel Economic Development Corporation Board Members*

Mayor Davis convened the meeting into Executive Session at 8:15 p.m.

*Workshop Executive Session was also continued for Valencia Development Agreement.

Discussion on applicants for Planning Development and Zoning, and Manvel Economic Development Corporation Board Members.

No action was taken during Executive Session.

Mayor Davis closed the Workshop Executive Session at 9:34 p.m.

The Executive Session was left open to discuss the Performance Review for the City Attorney after action was taken on Regular Agenda items 6 and 7.

February 20, 2024 MANVEL CITY COUNCIL MEETING MINUTES

****Action on Regular Agenda items 6 and 7 taken at this point. See Regular Agenda items 6 and 7 for motions and votes.****

Mayor Davis recessed the meeting at 9:36 p.m. to continue the Executive Session regarding the performance review for the City Attorney.

Mayor Davis reconvened the meeting out of Executive Session at 11:07 p.m.

No action was taken during Executive Session.

Regular Agenda

5. Consideration and possible action regarding compensation and terms of employment of the City Attorney.

Mayor Davis made the motion to approve a 2.4% salary increase. Councilmember Akery seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

6. Consideration and possible action on the appointments of the Manvel Economic Development Corporation Board Positions #1, #2, and #3 with a 2-year term to expire March 2026.

Moved ahead of Regular Agenda item #5.

Mayor Davis made the motion to appoint Kris Durrett II to Position #1, Martina McNickles to Position #2, and Donald Atkinson to Position #3. Councilmember seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

7. Consideration and possible action on the appointments of the Planning Development and Zoning Commission Board Positions #5, #6, and #7 with a 2-year term to expire in March 2026.

Moved ahead of Regular Agenda item #5.

Mayor Davis made the motion to appoint Christy Kennard to Position #5, Delores Martin to Position #6, and William Richardson to Position #7. Councilmember Akery seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 Larry Akery, City Councilmember Place 2 David Lands, City Councilmember Place 3 Harry

February 20, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Opliger, City Councilmember Place 4 Ed Perry, City Councilmember Place 5 Crystal Sarmiento, City Councilmember Place 6 Jerome Hudson

No: None

Absent: None

Abstained: None

Mayor and Council Comments

Adjourn

Mayor Davis made the motion to adjourn the meeting at 11:08 p.m. Councilmember Akery seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

CERTIFICATION

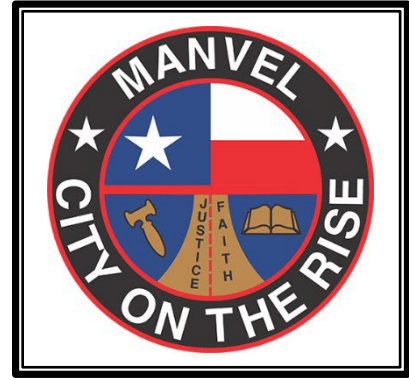
TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS

DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

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, 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 3/4/2024

Planning Session

Discussion on objectives of the City, as related to;

- Mission, Vision, Values
- Strategic Goals and Priorities
- Capital Projects
- Future Facilities
- Governance

Mayor Davis called the meeting to order at 12:00 p.m.

Council Present:

Mayor Dan Davis

Councilmember Place 1, Larry Akery

Councilmember Place 2, David Lands

Councilmember Place 3, Harry Opliger

Councilmember Place 4, Ed Perry

Councilmember Place 5, Crystal Sarmiento

Mayor Pro-Tem, Councilmember Place 6, Jerome Hudson

Staff Present:

Dan Johnson, City Manager

Bobby Gervais, City Attorney

Kelley Moore, Leadership Development Consultant at See Your Possibilities, present and facilitating the meeting.

Define & Clarify Mission, Vision, Values:

1. Overview of the purpose and significance of defining mission, vision, and values for our City now.
2. Discuss importance of alignment and clarity in articulating our collective identity and aspirations.
3. Define and differentiate between mission (purpose), vision (desired future state), and values (core guiding principles).
4. Review and discuss examples of MVVs for reference and inspiration (our own and others)
5. Participate in a collaborative 4P analysis: Positives, Pitfalls, Possibilities, Problems.
6. Develop mission statement considering the City's purpose, stakeholders, and uniqueness.
7. Collaborative brainstorm to craft a compelling vision statement that articulates the desired future state of the City of Manvel.
8. Discuss and prioritize core values that reflect our principles, ethics and priorities to guide individual behaviors and decision-making.
9. Own and Align on MVV statements

Action Planning/Next Steps:

1. Discuss how the MVV will be communicated and integrated into organizational practices, decision-making process, and culture.
2. Identify next steps and responsibilities for operationalizing.

Adjourn

Mayor Davis adjourned the meeting at 5:00 p.m.

CERTIFICATION

TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS

DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

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, 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 3/4/2024

Workshop Session

Mayor Davis called the workshop of the Manvel City Council to order at 5:31 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, City Manager
Robert Gervais, City Attorney
Keith Traylor, Director of Public Safety
Tammy Bell, City Secretary
Rosa Donaire, Director of Finance
Robbie Hall, Public Works Director
Chad Dumont, Director of Human Resources
Brooke Cyphers, Public Information Officer

Presentation by Your Neighborhood Farmers Market on hosting a farmers market, food truck night, and other future events.

Discussion on any topic as listed on the current agenda.

Mayor Davis adjourned the workshop at 6:05 p.m.

March 4, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Regular Session

Call To Order

Mayor Davis called the meeting of the Manvel City Council to order at 6:11 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, City Manager
Robert Gervais, City Attorney
Keith Traylor, Director of Public Safety
Tammy Bell, City Secretary
Rosa Donaire, Director of Finance
Robbie Hall, Public Works Director
Chad Dumont, Director of Human Resources
Brooke Cyphers, Public Information Officer

Invocation

Inspirational Reading - Mayor Davis

Pledge

Presentations

Proclamations

- Manvel Warriors 8th Grade A Team Basketball Day - March 4, 2024

Public Comments: "Comment Card" Required

None

City Manager Update

Staff is working on an update to the personnel policy manual
Working on franchise agreements for electrical and gas with CenterPoint
Meridiana is updating their PUD document

Consent Agenda

1. Approve the second and final reading of Ordinance 2024-O-08;
AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF 11.665 ACRES LOCATED AT 11800 MAGNOLIA PKWY, MANVEL, TEXAS, FROM LIGHT COMMERCIAL DISTRICT TO LIGHT COMMERCIAL DISTRICT WITH SPECIFIC USE PERMIT (LC-SUP); PROVIDING FOR THE GRANTING OF A SPECIFIC USE PERMIT WITH CONDITIONS TO AUTHORIZE THE USE OF PROPERTY FOR 611210 "JUNIOR COLLEGES"; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF. (Forwarded with favorable recommendation by PD&Z on 2/12/2024 with a vote of 5/0 with 1 abstention)

March 4, 2024 MANVEL CITY COUNCIL MEETING MINUTES

2. Approval of an off-site Planning Session Meeting of the City Council on April 2, 2024, at Constellation Field, 1 Stadium Drive, Sugar Land, TX at noon.
3. Acceptance of infrastructure improvements for Meridiana Section 4A East to begin the Two-Year Maintenance Period.
4. Final Acceptance of Infrastructure Improvements for the Pomona Wastewater Treatment Plant Phase 3 and release of associated maintenance bonds.

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

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

Items Removed from Consent Agenda

None

Regular Agenda

1. Consideration and possible action to approve Ordinance 2024-O-14;
AN ORDINANCE AMENDING ORDINANCE NO. 2023-O-32 AMENDING THE CITY FISCAL YEAR 2024 BUDGET ENDING SEPTEMBER 30, 2024, BY AMENDING THE CAPITAL PROJECTS FUND BUDGET TO CONSOLIDATE THE COMPREHENSIVE PLAN AND THOROUGHFARE PLAN INTO ONE PROJECT AND BY AMENDING THE PARKS FUND TO ACCOUNT FOR PHASE 3 OF THE CROIX PARK PROJECT. 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.

Mayor Davis originally requested to combine agenda item #1 and #2. Mayor Davis later made a motion to vote on agenda item #1 and #2 independent of each other. **See motion below item #2**

Mayor Davis made the motion to approve Ordinance 2024-O-14. Councilmember Akery seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

2. Consideration and possible action to award Phase 3 of the Gardens at Croix Park to Landscape Art and authorize the City Manager to execute the contract.

March 4, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Adewale Taiwo, Capital Projects Manager provided an overview.

Mayor Davis expressed concern over the Croix Park Task Force not holding meetings with the full task force present to give their input on this.

Councilmember Lands expressed concern over some of the pricing.

Mayor Davis made the motion to separate agenda items #1 and #2 to be voted on independently. Councilmember Akery seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

Mayor Davis made the motion to Table agenda item 2. Councilmember Akery seconded the motion.

The motion carried with a vote: 7/0

Yes: 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

No: None

Absent: None

Abstained: None

3. Consideration and possible action to award the project for the Construction of the Manvel Public Works Facility to Commercial Construction and Maintenance, Inc. in the amount of \$7,100,000 and authorize the City Manager to execute the contract.

Adewale Taiwo, provided an overview to Council. 6,000sqft administrative office, 11,000sqft shop.

Kevin Pence, President, CEO, addressed the Council. This will be their largest project to date.

Mayor asks when construction will begin. Notice to Proceed could be issued somewhere near mid to late March. The contract says construction is 420 days, but they do not anticipate that long.

Councilmember Hudson made the motion to approve. Councilmember Sarmiento seconded the motion.

The motion carried with a vote: 7/0

Yes: Mayor Dan Davis, City Councilmember Place 1 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

No: None

Absent: None

Abstained: None

4. Consideration and possible action to approve Resolution 2024-R-06;
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL, TEXAS, APPROVING AND ADOPTING THE CITY'S FINANCIAL MANAGEMENT POLICIES.

March 4, 2024 MANVEL CITY COUNCIL MEETING MINUTES

Mayor would like two weeks to review.

Mayor Davis made the motion to table. Councilmember Opliger seconded the motion.

The motion carried with a vote: 7/0

Yes: 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
No: None
Absent: None
Abstained: None

5. Consideration and possible action to direct staff on a Flock Camera Purchase and Grant Program.

Chief Traylor provided an overview to Council. Explains it is an annual cost for each of these cameras. Wants to partner with HOAs to take on the reoccurring costs for their cameras.

Mayor Davis made the motion to direct staff to move forward with putting together a city program to partner with HOAs for flock cameras as well as installing our own flock cameras on City streets. Councilmember Akery seconded the motion.

The motion carried with a vote: 7/0

Yes: 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
No: None
Absent: None
Abstained: None

Mayor and Council Comments

Adjourn

Mayor Davis made the motion to adjourn the meeting at 7:27p.m. Councilmember Sarmiento seconded the motion.

The motion carried with a vote: 7/0

Yes: 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
No: None
Absent: None
Abstained: None

CERTIFICATION

TAMMY BELL, CITY SECRETARY
CITY OF MANVEL, TEXAS

DAN DAVIS, MAYOR
CITY OF MANVEL, TEXAS

RESOLUTION NO. 2024-R-07

**RESOLUTION OF THE CITY OF MANVEL, TEXAS
SUSPENDING THE APRIL 10, 2024 EFFECTIVE DATE OF
CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S
REQUESTED RATE CHANGE TO PERMIT THE CITY
TIME TO STUDY THE REQUEST AND TO ESTABLISH
REASONABLE RATES; APPROVING CONTINUED
COOPERATION WITH THE GULF COAST COALITION
OF CITIES; HIRING LLOYD GOSSELINK ATTORNEYS
AND CONSULTING SERVICES TO NEGOTIATE WITH
THE COMPANY AND DIRECT ANY NECESSARY
LITIGATION AND APPEALS; REQUIRING
REIMBURSEMENT OF CITIES' RATE CASE EXPENSES;
FINDING THAT THE MEETING AT WHICH THIS
RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS
REQUIRED BY LAW; REQUIRING NOTICE OF THIS
RESOLUTION TO THE COMPANY AND LEGAL
COUNSEL FOR THE GULF COAST COALITION OF
CITIES**

WHEREAS, on or about March 6, 2024, CenterPoint Energy Houston Electric, LLC ("CenterPoint" or "Company"), pursuant to PURA §§ 33.001 and 36.001 filed with the City of Manvel, Texas ("City") a Statement of Intent to change electric delivery rates in all municipalities exercising original jurisdiction within its service area, effective April 10, 2024; and

WHEREAS, the City is a member of the Gulf Coast Coalition of Cities ("GCCC") and will cooperate with the other similarly situated city members and other city participants in conducting a review of the Company's application and to hire and direct legal counsel and consultants to prepare a common response and to negotiate with the Company and direct any necessary litigation; and

WHEREAS, GCCC's member cities have previously authorized intervention in electric utility rate case proceedings before the Public Utility Commission of Texas ("Commission"); and

WHEREAS, GCCC has previously authorized the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, to make recommendations regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the City or the Commission; and

WHEREAS, PURA § 36.108 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days after the date the rate change would otherwise be effective; and

WHEREAS, PURA § 33.023 provides that costs incurred by cities in ratemaking activities are to be reimbursed by the regulated utility.

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

1. That the April 10, 2024, effective date of the rate request submitted by CenterPoint on or about March 6, 2024, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

2. That the City is authorized to cooperate with GCCC to coordinate efforts to protect the interests of the City and protect the interests of CenterPoint's end-use customers residing and conducting business within municipal limits.

3. That the City's reasonable rate case expenses shall be reimbursed by CenterPoint on a timely basis.

4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

5. A copy of this Resolution shall be sent to CenterPoint, care of Patrick Peters, CenterPoint Energy, Inc., 1005 Congress Avenue, Suite 650, Austin, Texas 78701 (patrick.peters@centerpointenergy.com), and to Roslyn Dubberstein at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (rdubberstein@lglawfirm.com).

PASSED AND APPROVED this _____ day of _____, 2024.

MAYOR

ATTEST:

City Secretary

APPROVED AS TO FORM:

City Attorney

RESOLUTION NO. 2024-R-08

A RESOLUTION BY THE CITY OF MANVEL TEXAS SUSPENDING THE MAY 11, 2024 EFFECTIVE DATE OF THE PROPOSAL BY UNIVERSAL NATURAL GAS, LLC D/B/A UNIVERSAL NATURAL GAS, INC. TO IMPLEMENT GRIP INTERIM RATE ADJUSTMENTS FOR GAS UTILITY INVESTMENT IN 2023 AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Manvel, Texas (“City”) is a gas utility customer of Universal Natural Gas, LLC d/b/a Universal Natural Gas, Inc. (“UniGas” or “the Company”) and a regulatory authority with an interest in the rates and charges of UniGas; and

WHEREAS, UniGas made filings with the City and the Railroad Commission of Texas (“Railroad Commission”) on March 1, 2024, proposing to implement interim rate adjustments (“GRIP Rate Increases”) pursuant to Texas Utilities Code § 104.301 on all customers served by UniGas, effective May 11, 2024; and

WHEREAS, it is incumbent upon the City, as a regulatory authority, to examine the GRIP Rate Increases to determine its compliance with the Texas Utilities Code.

THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF Manvel, TEXAS, THAT:

1. The May 11, 2024 effective date of the GRIP Rate Increases proposed by UniGas is hereby suspended for the maximum period allowed by Texas Utilities Code § 104.301(a) to permit adequate time to review the proposed increases, analyze all necessary information, and take appropriate action related to the proposed increases.

2. A copy of this Resolution shall be sent to UniGas, care of Hayley Cunningham at 9950 Woodloch Forst Dr. Suite 2200, Woodlands, Texas 77380 or hayley.cunningham@centric-

[us.com](#), and to Thomas Brocato, legal counsel to the City, at Lloyd Gosselink, 816 Congress Ave., Suite 1900, Austin, Texas 78701 or tbrocato@lglawfirm.com.

Signed this _____ day of _____, 2024.

MAYOR

ATTEST:

CITY SECRETARY

ORDINANCE NO. 2024-O-15

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANVEL, TEXAS, CHAPTER 71. “UTILITIES” BY AMENDING SECTION 71-5 SEWER, TO PROVIDE FOR AVERAGE BILLING; 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.

* * * * *

WHEREAS, pursuant to **Tex. Loc. Gov’t Code** § 552.001(b), a municipality is permitted to operate and regulate a utility system “in a manner that protects the interests of the municipality”;

WHEREAS, the City Council deems it in the best interest of the customers of the City to compute sewer billing on the average of the three winter months (November, December, and January); and

WHEREAS, this revision to the city’s utility ordinance is deemed to be in the best interest of the City of Manvel; NOW THEREFORE,

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

Section 1. The Code of Ordinances of the City of Manvel, Texas is hereby amended by amending Chapter 75. “Sewer,” to read and provide as follows:

“Chapter 71 UTILITIES

...

Sec. 71-5. Sewer.

(a) *Single-family residential users:*

First 2,000 gallons	\$39.11 (base)
All over 2,000 gallons	\$3.34 per 1,000 gallons

(b) *Multifamily residential users:*

First 2,000 gallons	\$39.11 (base)
All over 2,000 gallons	\$3.34 per 1,000 gallons

(c) *Commercial users:*

First 2,000 gallons	\$45.63 (base)
All over 2,000 gallons	\$3.34 per 1,000 gallons

(d) *Additional applications.* The fee for any 1,000-gallon unit shall also apply to any portion of a 1,000-gallon unit.

(e) *Sewer fees.* Sewer fees are calculated using the metered amount of water provided to the user. Sewer fees shall be calculated using the average of the sewer fees of the winter months. Each customer's water meter readings during the three consecutive winter months (November, December, and January) shall be used each year to determine the customer's winter monthly average sewer fee. This winter monthly average sewer fee will then be applied to the sewer component of the customer's utility bills as a fixed monthly sewer fee charged to the household over the following year. The city shall not be required to prove that the water went into the city's sewer system.

(f) *Quality of sewage.*

(1) *Domestic waste.* Only ordinary liquid and water-carried waste from domestic activities that is amenable to biological treatment and that is discharged from sanitary conveniences of buildings connected to a public sanitary sewer system shall be discharged in the city's sanitary sewer lines. Waste resulting from any process of commerce or industry may not be discharged in the city's sanitary sewer lines except as authorized pursuant to subsection (f)(2) of this section.

(2) *Commercial and industrial waste.* All discharges other than waste described in subsection (f)(1) of this section are prohibited unless the user has applied to and received written authorization from the city for such discharge. The applicant must file a statement with the city containing the following information:

- a. Name and address of applicant;
- b. Type of industry, business, activity, or other waste-creative process;
- c. Quantity of waste to be discharged;
- d. Typical analysis of waste;
- e. Type of pretreatment proposed; and
- f. Such other information as the city may request in writing.

The city shall have the right to reject any application for discharge of nondomestic waste into the city's sanitary sewer lines if the city determines in its sole discretion that the proposed discharge may be harmful to the city's sanitary sewer system or the

environment. The city also shall have the right in approving any application for the discharge of nondomestic waste to impose any limitations on such discharge that the city determines in its sole discretion to be necessary to protect the city's sanitary sewer system or the environment.

- (3) *National categorical pretreatment standard.* If a user is subject to a national categorical pretreatment standard pursuant to regulations promulgated by the Environmental Protection Agency under Section 307 of the Federal Clean Water Act, the user is prohibited from discharging pollutants into the city's sanitary sewer system in violation of applicable categorical pretreatment standards.
- (4) *City testing; pretreatment.* The city shall have the right to sample and test any user's discharge at the discretion of the city's operator, with no limit as to the frequency of the tests, and to charge the user for the city's cost of such sampling and testing. The city also shall have the right to require pretreatment, at the user's expense, of any discharge of nondomestic waste if the city determines in its sole discretion that pretreatment of such waste is necessary to protect the city's sanitary sewer system or the environment, even if pretreatment is not otherwise required pursuant to subsection (f)(3) of this section."

Section 2. **Penalty.** Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violate any provision of this chapter 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 3. **Repealer.** All ordinances or parts of ordinances inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

Section 4. **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 _____,
2024.

PASSED, APPROVED, AND ADOPTED on second and final reading this
_____, 2024.

Dan Davis, Mayor

Attest:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Robert Gervais, City Attorney



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE:

TOPIC: Acceptance of infrastructure improvements for Valencia Section 2 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

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Robbie Hall

FINANCE DIRECTOR APPROVAL Yes

CITY MANAGER APPROVAL Yes



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE:

TOPIC: Acceptance of infrastructure improvements for Valencia Section 3 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

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Robbie Hall

FINANCE DIRECTOR APPROVAL Yes

CITY MANAGER APPROVAL Yes

**FIRST AMENDMENT TO
INTERLOCAL AND DEVELOPMENT AGREEMENT BETWEEN
THE CITY OF MANVEL, TEXAS AND
BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT NO. 83**

This First Amendment to Interlocal and Development Agreement ("*First Amendment*") is effective as of March 18, 2024 ("*Effective Date*"), by and between the CITY OF MANVEL, TEXAS ("*City*"), a Texas home-rule city, BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT NO. 83 ("*District*"), a conservation and reclamation district and political subdivision of the State of Texas, and Hillwood Enterprises, L.P., a Texas limited partnership ("*Hillwood*"). The City, District, and Hillwood may be referred to herein collectively as the "*Parties*."

BACKGROUND

The City, District, and Hillwood previously entered into that certain Interlocal and Development Agreement dated October 15, 2021 ("*Agreement*"), governing, among other things, the design, financing, and construction of certain public improvements. The Parties now wish to amend the Agreement to extend timing for City WWTP construction and pump and haul during such extension.

NOW, THEREFORE, for and in consideration of the promises and the mutual agreements set forth herein, the City, District, and Hillwood hereby agree as follows:

AGREEMENT

1. Section 3.2(C) of the Agreement is hereby replaced with the following:

The City will have at least **1,250** ESFCs of water and wastewater capacity available for the District. The District previously paid a reservation deposit of \$820,000 to the City for reservation of 410 ESFCs. Upon payment of the second deposit, the City hereby reserves to the District an additional 840 ESFCs, for a total of **1,250** ESFCs at a reservation deposit cost of \$2,000 per ESFC (\$1,680,000) and will not allocate that capacity to any other person ("Reserved Capacity"). Any ESFCs not used by **December 1, 2028** will be released and any of the corresponding reservation cost amount will be returned. The builders within the District will pay impact fees directly to the District, and the District will pay impact fees directly to the City at the then current impact fee rates to purchase capacity in the City's water and wastewater system. The City will apply the deposited reservation of \$2,000 per ESFC toward the assessed Impact Fee per connection, and reduce the corresponding Impact Fee accordingly, subject to Section 5.3 of the Agreement. Upon request, the City shall issue a letter of assurance to purchasers or prospective purchasers of property in the District that the District is entitled to the use and benefit of the Reserved Capacity in the City's water and wastewater system as described herein.

The City will use its best efforts to provide the District with sufficient water and wastewater capacity to serve the capacity needs of the District's development when required, which is currently estimated to be a total of 1,250 ESFCs. The District will annually provide the City with growth projections until buildout of the development is complete. The City agrees to use its best efforts to begin construction of the City Water Reclamation Facility (**WRF**) no later than **December 1, 2024**. If, at any point during the District's development, Reserved Capacity is unavailable to meet ongoing development needs, the

District may use pump and haul operations as a method to continue development activity (with the cost of such pump and haul operations borne by the District) within the City's system to utilize other wastewater plants within the City or an approved alternative plant for a maximum of 24 months in order to continue development activity within the District, which includes, but is not limited to, plat and design plan submission, construction, and plat recordation. Specifically, the City will not hinder development activity within the District by withholding approval of any plat or design submission, construction, plat recordation, building permits, certificates of occupancy, or otherwise, based solely on water or wastewater capacity.

2. Section 3.2(D) of the Agreement is hereby replaced with the following:

In the event the City does not begin the expansion of the City's **WRF** by **December 1, 2024**, or, if the City prior to that date abandons its plans to proceed with the expansion, the District will obtain a wastewater discharge permit to allow the construction of facilities needed to provide capacity to the District ("District Capacity") on land leased or owned by the District. The District may file an application for such after the Effective Date. When the District permit application is approved, the District will construct the District Capacity at the location approved in the permit. If the permit application is denied, then the District will first attempt to obtain capacity from or expand a wastewater treatment plant owned or operated by another political subdivision (e.g., City or MUD) on terms that are generally acceptable for joint facilities in the region.

If the District is unsuccessful in obtaining such capacity or expanding another entity's plant, the District may apply for a permit to construct the District's Capacity on the City's WWTP site, and the City will take all action necessary or useful to support the approval of that application, which support will not be unreasonably withheld, conditioned, or delayed. The City would not be obligated to support or approve the District's permit application or construction of the District Capacity on the City WWTP Site, if such permit or construction would negatively impact the City's then existing wastewater discharge permits or long-term utilization of the City WWTP Site. "Negatively impact" means it would prevent the City from (i) providing wastewater treatment services to current or anticipated development or (ii) using the City WWTP Site.

3. Except as specifically amended in this First Amendment, the Agreement shall remain in full force and effect in accordance with its original terms and conditions.

4. Capitalized terms used herein shall have the same meanings given them in the Agreement.

[Signatures Follow]

IN WITNESS WHEREOF, the Parties hereto have executed this First Amendment in multiple copies, each of equal dignity, as of the Effective Date.

CITY OF MANVEL

Dan Davis, Mayor

ATTEST:

City Secretary

THE STATE OF TEXAS §

COUNTY OF BRAZORIA §

This instrument was acknowledged before me on the ____ day of _____, 20____,
by Dan Davis, as Mayor of the City of Manvel, Texas, on behalf of said City of Manvel.

(NOTARY SEAL)

Notary, State of Texas

BRAZORIA COUNTY MUNICIPAL
UTILITY DISTRICT NO. 83

President, Board of Directors

THE STATE OF TEXAS §

COUNTY OF BRAZORIA §

 This instrument was acknowledged before me on the ____ day of _____, 20__,
by _____, as President, Board of Directors of Brazoria County Municipal Utility
District No. 83 on behalf of said Municipal Utility District.

(NOTARY SEAL)

Notary, State of Texas

HILLWOOD ENTERPRISES, L.P.,
a Texas limited partnership

By: AHB, LLC,
a Texas limited liability company,
its general partner

By: _____
Name: _____
Title: _____

THE STATE OF TEXAS §

COUNTY OF _____ §

 This instrument was acknowledged before me on the ____ day of _____, 20____,
by _____, as _____ on behalf of _____.

(NOTARY SEAL)

Notary, State of Texas



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: March 18, 2024

TOPIC: A request by GR-M1, Ltd. (Meridiana Developer) to abandon a 2,360.64-foot portion of Bissell Road right-of-way identified as a 2.713-acre tract of land situated in the H.T. & R.R. Co. Survey, Section 62, Abstract 484, Brazoria County, Texas. (Public Hearing only).

BACKGROUND: The property owner, GR-M1, Ltd. (Meridiana Developer), has made a request to abandon a 2,360.64 linear foot portion of Bissell Road right-of-way. The 2.713-acre portion of right-of-way abuts the GCWA Canal (west), Burlington Northern Satna Fe railway (north) and Meridiana Parkway (east). The request has been made so the property owner can develop the approximate 70.754-acre remaining tract with garden homes. A preliminary plat, Meridiana Section 82 Detention Reserve, was conditionally approved by the Commission on November 13, 2023. One of the preliminary plat conditions included an approved amendment to the Meridiana GDP to include the 70-acres within the GDP boundary. In addition, an amendment to the Meridiana O-PUD has been filed with the City to approve the use of 'garden home' as a permitted land use.

As part of this application packet, no objection letters for the Bissell Road right-of-way abandonment have been received from Brazoria County MUD No. 57, AT&T and BNSF Railway. The Brazoria County MUD No. 57 has offered no objection, AT&T has offered no objection, but requires 811 marking of AT&T lines prior to any construction and BNSF Railway has offered no objection subject to the City retaining an easement for existing utilities and drainage ditches and access to the signboard. In response to BNSF's no objection, the property owner has provided a 25-foot drainage easement along the northern boundary of the Meridiana Section 82 Detention Reserve Preliminary Plat. Further, the property owner has stated there is no evidence of a signboard either by survey or aerial photography which was referenced in BNSF's no objection letter. The City Secretary's Office has also submitted the right-of-way abandonment request to the utility companies and has received no objection. Lastly, there are no other property owners that would be denied access to Bissell Road from this location.

At the January 8, 2024, PD&Z meeting, staff explained that comments regarding the Meridiana O-PUD amendment have been provided to the applicant. Also, that staff is waiting for an amended GDP to be submitted with the revised O-PUD amendment. Because staff has not had the opportunity to review the right-of-way abandonment application with an amended GDP and O-PUD for this site, staff previously recommended the Commission to table this item so that the request can be brought back for consideration with the amended O-PUD and GDP. PD&Z Commission

unanimously voted to table the item based on staff recommendation. During the public hearing portion of this item, no members of the public spoke for or against the abandonment of this portion of the Bissell Road right-of-way.

On January 16, 2024, a public hearing was held at the City Council Meeting in regards for the abandonment of this proposed section of Bissell Road. During this public hearing no member of the public spoke in favor or against this item. It was noted that this item would be on a future City Council agenda after the PD&Z received more input from the future improvements for this area for the Meridiana Development.

On March 11, 2024 this proposed abandonment 2,260.64-foot portion of Bissel Road was recommended for approval as this roadway is not needed for future connectivity, and a revised Planned Unit Development has been received. No member of the

PD&Z DISCUSSION: At the March 11, 2024, meeting of the Planning, Development and Zoning Commission ("the PD&Z"), the Commission received the information regarding the amended Planned Unit Development for Meridiana and provided a recommendation to City Council.

PD&Z RECOMMENDATION: The PD&Z Commission recommended approval of Ordinance No. 2023-O-03 with a vote of six (6) "Yeas" to zero (0) "Nays" at the March 11, 2024, meeting.



ATTACHMENTS: Ordinance No. 2023-O-03, ROW Abandonment Application, Bissell Road ROW Survey, Bissell Road Abandonment Exhibits, BNSF LONO, BCMUD No. 57 LONO, Letter of Objection from AT&T, Meridiana Section 82 Detention Reserve Preliminary Plat (conditionally approved November 13, 2023),

FUNDING ISSUES

- ☒ **Not applicable**
☐ **Not budgeted**
☐ **Full amount already budgeted**
☐ **Funds to be transferred from Acct.#**

SUBMITTING STAFF MEMBER
Evan DuVall
Zoning Administrator

FINANCE DIRECTOR APPROVAL _____
CITY MANAGER APPROVAL _____

ORDINANCE NO. 2024-O-03

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS, FINDING AND DETERMINING THAT PUBLIC CONVENIENCE AND NECESSITY NO LONGER REQUIRE THE CONTINUED EXISTENCE OF CITY RIGHT-OF-WAY CONSISTING OF A 2.713 ACRE TRACT OF LAND IN THE H. T. & B.R.R. CO. SURVEY, SECTION 62, ABSTRACT NO. 484, BRAZORIA COUNTY, TEXAS, BEING A PORTION OF BISSELL ROAD (50 FOOT WIDE) LOCATED WEST OF MERIDIANA PARKWAY AND EAST OF THE GCWA CANAL; VACATING, ABANDONING, AND CLOSING SAID PUBLIC RIGHT-OF-WAY; AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST, RESPECTIVELY, QUITCLAIM DEEDS CONVEYING RESPECTIVE INTERESTS IN SAID ABANDONED RIGHT-OF-WAY TO THE ABUTTING PROPERTY OWNER(S); PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

* * * * *

WHEREAS, GR-M1 Ltd., a Texas limited partnership, the property owner of land located west of Meridiana Parkway and east of the GCWA canal, has petitioned the City of Manvel, Texas, to vacate, abandon, and close the hereinafter described right-of-way abutting its property; and

WHEREAS, said right-of-way is known as a 2.713 acre tract of land in the H.T & B.R.R. CO. Survey, Section 62, Abstract No. 484, Brazoria County, Texas, being a portion of Bissell Road (50 foot wide) located west of Meridiana Parkway and east of the GCWA canal; and

WHEREAS, the property owner has submitted the necessary application and information and fees to the City to review the request for abandonment, said application attached hereto as Exhibit A;

WHEREAS, the City Council has determined that such public right-of-way is no longer necessary for public convenience and necessity and should be vacated, abandoned, and closed, and any interest in said right of way released; now, therefore;

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

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council of the City of Manvel, Texas, hereby finds and determines that public convenience and necessity no longer require the continued existence of city right-of-way consisting of a 2.713 acre tract of land in the H.T & B.R.R. CO. Survey, Section 62, Abstract No. 484, Brazoria County, Texas, being a portion of Bissell Road (50 foot wide) west of Meridiana Parkway and east of the GCWA canal and being more particularly described by metes and bounds, and shown by map, as attached as Exhibit B, attached hereto and incorporated herein.

Section 3. The right-of-way is hereby vacated, abandoned, and closed, and any public right of way interest therein is released.

Section 4. This abandonment is subject to, and contingent upon, payment of all fees and consideration (as determined by the appraisal commissioned in connection with this abandonment request, as may be modified by city council) by the Applicant, or other satisfaction of said consideration requirement as may determined by Council, as well as fulfillment of all other requirements of state law, city ordinances, and the City's abandonment policy.

Section 5. Upon satisfaction of the above, the Mayor and City Secretary are hereby authorized to execute and attest, respectively, a quitclaim deed, conveying the respective abandoned right of way interests to the abutting property owner(s), upon request.

Section 6. Repealer. All ordinances or parts of ordinances, or resolutions, official or unofficial policies, or practices inconsistent or in conflict herewith, are, to the extent of such inconsistency or conflict, hereby repealed.

Section 7. 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 _____, 2024.

PASSED, APPROVED, AND ADOPTED on second and final reading this _____ day of _____, 2024.

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Robert Gervais, City Attorney

Exhibit A

City of Manvel
20025 Hwy 6 * Manvel, TX 77578
Phone 281-489-0630 Fax 281-489-0634

**Application for Abandonment, Vacation, Closing and Relocation
of Streets, Alleys, Rights-of-Way and Easements**
Fees: \$1000.00 (to be paid after staff determines if the request is feasible)

Date September 22, 2023

Name of property owner: (Proof of ownership must be provided)

GP-M1, Ltd., a Texas limited partnership

Address: 1602 Avenue D, Suite 100, Katy, TX 77493 Phone# 832-437-7863

Reason and intent for requested action:

The developer is requesting to abandon the portion of Bissell Road west of Meridiana Parkway and east of the GCWA Canal. The total distance of
this portion of ROW is 2,360.64 feet and abuts the developer's property on the south portion of Bissell Road as well as the
B.N.S.F. Railroad Company tract on the north side of Bissell Road. This portion of Bissell Road is currently not developed
and does not provide adequate traffic flow through the area. There are no recorded documents that dedicate this
portion of Bissell Road. The surrounding tracts are provided access by Alleluia Trail, Kruezer Road, Kirchner Road, and
Meridiana Parkway.

Entire limits and extent of the property to be abandoned, vacated, closed or relocated:

A 2.713 acre tract of land situated in the H.T. & R.R. Co. Survey, Section 62, Abstract 484, Brazoria County, Texas to be
abandoned.

Ashley Waggoner
Signature of Applicant

Exhibit A

Procedures:

Date of Action September 22, 2023

FEES PAID \$1,000

Check Number 2747

Collect the following documents

☒ A formal recent survey prepared by a registered professional land surveyor that identifies the location and physical configuration of the site. The survey shall also specify the acreage or square footage;

☒ The proper legal description of the property to be considered for abandonment, including, if appropriate, a metes and bounds description verified by a registered surveyor or by county records (that will identify the property by a legal instrument with volume, page, etc.); and

☒ Collect administration processing fee of \$1,000.00 to cover the cost of the title report, appraisal, staff and consultant review time, and the ordinance and deed preparation legal fees;

Staff procedures:

☐ Commission a title report of the area to be abandoned.

☐ Commission an independent appraisal of the area to be abandoned;

☐ Send letters to all utility companies, drainage districts, affected city departments, and/or other interested agencies identifying the proposed action and requesting a letter of "no objection" from each of the concerned entities within thirty (30) days; and

☐ Determine if a utility easement is needed in the area considered to be abandoned and, if determined to be necessary, to have the new utility easement reserved in the deed of conveyance or obtained separately and recorded in the property deed record to be filed with the Brazoria County Clerk.

☐ Scheduled Public Hearing Date for Planning Development and Zoning

☐ Scheduled Public Hearing Date for City Council (1st reading of the ordinance)

☐ Notice to property owners will be initiated ten (10) days prior to the scheduled public hearing. The city shall provide written notice of such public hearing to each owner of real property, as indicated by the most recently approved city tax roll, whose property abuts or lies within 200 feet of the subject street, alley, right-of-way or easement.

☐ Collect tender/escrow by the applicant(s) of the appraised value of the abandoned area (must be collected prior to second reading of the ordinance)

☐ Upon request by applicant, and the pre-payment of all recordation fees, a quitclaim deed will be prepared and filed in the deed records of the Brazoria County Clerk. The Mayor and City Manager are authorized to execute said quitclaim deeds.

Exhibit B

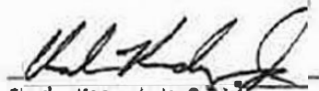
**METES AND BOUNDS DESCRIPTION
BEING A 2.713 ACRE TRACT OF LAND
IN THE H.T.&B.R.R. CO. SURVEY, SECTION 62, ABSTRACT 484
BRAZORIA COUNTY, TEXAS**

DESCRIPTION OF A 2.713 ACRE TRACT OF LAND IN THE H. T. & B.R.R.CO.SURVEY, SECTION 62, ABSTRACT NO. 484, BRAZORIA COUNTY, TEXAS, BEING A PORTION OF BISSELL ROAD (50 FOOT WIDE); SAID 2.713 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, (BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM OF 1983, SOUTH CENTRAL ZONE, AS DETERMINED BY GPS MEASUREMENTS):

BEGINNING at a 5/8-inch capped iron rod stamped "E.H.R.A. 713-784-4500" found in the southerly right of way of Bissell Road marking the northerly common corner of a called 3.5 acre tract recorded under Brazoria County Clerk's File Number (B.C.C.F. NO.) 91889441 and a called 53.50 acre tract recorded under B.C.C.F. NO. 2009019609;

- 1) **THENCE**, North 19°33'24" East for a distance of 50.00 feet to a point for corner the northerly right-of-way line of said Bissell Road same being the southerly line of the B.N. & S.F. R.R. CO. (100 foot wide) as recorded in Vol. 78, Pg. 9 of the Brazoria County Deed Records (B.C.D.R.) and marking the northwesterly corner of the herein described tract of land;
- 2) **THENCE**, South 70°29'03" East, along the common line of said B.N. & S.F. R.R. CO. and said Bissell Road for a distance of 2,367.15 feet to a 5/8-inch capped iron rod stamped "E.H.R.A. 713-784-4500" found at the northwesterly intersection said Bissell Road and Meridiana Parkway as per the plat Meridiana Parkway Phase 7 Replat recorded under B.C.P.R. 2021007273;
- 3) **THENCE**, South 26°58'03" West, along the westerly right-of-way line of said Meridiana Parkway for a distance of 50.43 feet to the southeasterly corner of the herein described tract of land being in the southerly line of said Bissell Road and the northerly line of a 2.883 acre tract of land recorded under B.C.C.F. No. 2009015073;
- 4) **THENCE**, North 70°29'03" West, along the southerly line of Bissell Road same being the northerly line of said 2.883 acre tract, a called 15.61 acre tract of land recorded under B.C.C.F. No. 2009015073 and the aforementioned 53.50 acre tract of for a distance of 2,360.64 feet to the **POINT OF BEGINNING** and containing or 2.713 acres of land. This description has been prepared in conjunction with an exhibit map (08101100V-2021-EHAC01.dwg) prepared by EHRA dated July 29, 2021.

EDMINSTER, HINSHAW, RUSS AND ASSOCIATES, INC. dba EHRA, Inc. TPPELS No. 10092300

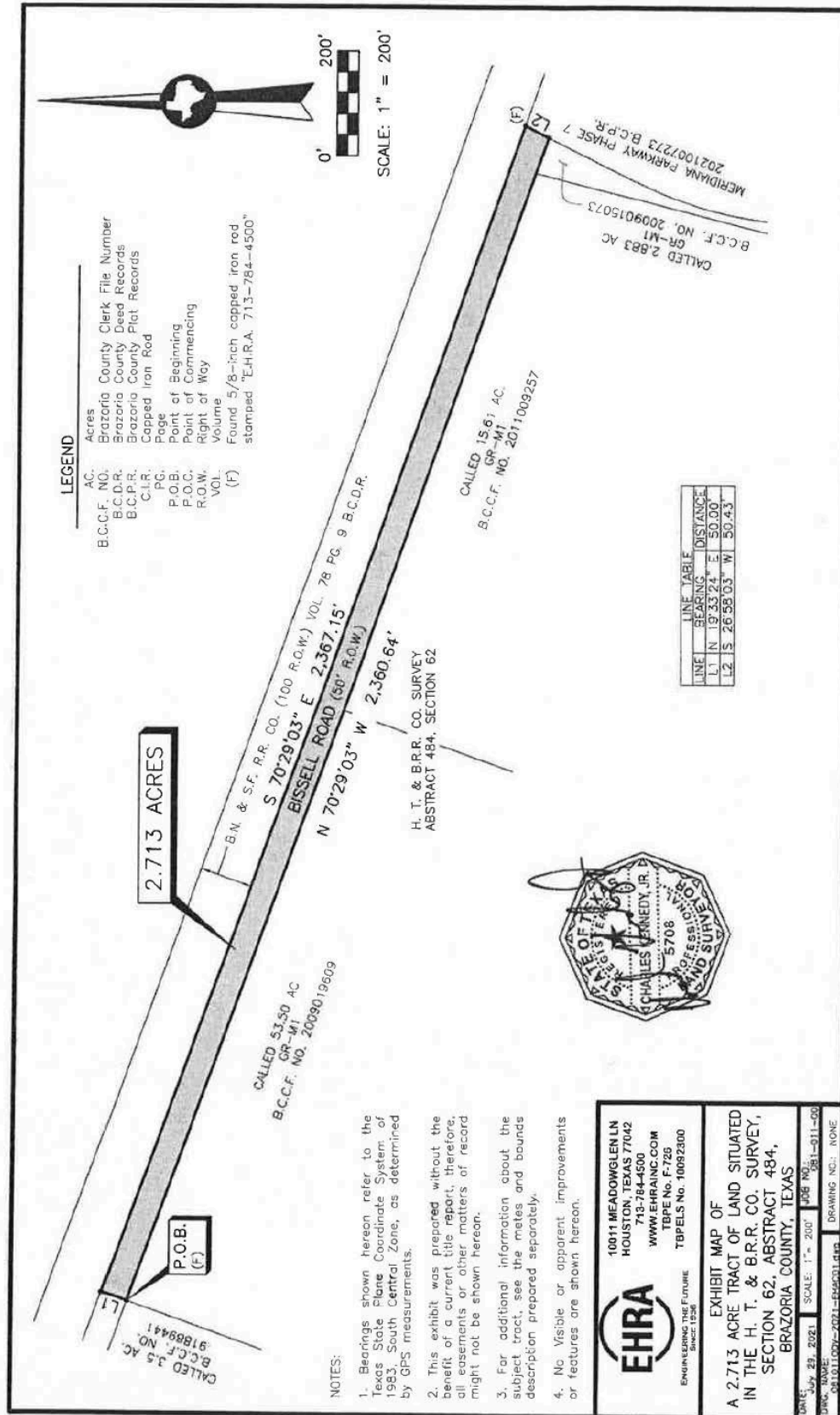


Charles Kennedy Jr., R.L.S.
Texas Registration No. 5708
10011 Meadowglen Ln
Houston, Texas 77042
713-784-4500



Date: July 29, 2021
Job No: 081-011-00
File No: R:\2008\081-011-00\documents\technical\2021\July\08101100V-2021-EHAC01-MB.doc

Exhibit B



City of Manvel
20025 Hwy 6 * Manvel, TX 77578
Phone 281-489-0630 Fax 281-489-0634

**Application for Abandonment, Vacation, Closing and Relocation
of Streets, Alleys, Rights-of-Way and Easements**
Fees: \$1000.00 (to be paid after staff determines if the request is feasible)

Date September 22, 2023

Name of property owner: (Proof of ownership must be provided)

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B.N.S.F. Railroad Company tract on the north side of Bissell Road. This portion of Bissell Road is currently not developed
and does not provide adequate traffic flow through the area. There are no recorded documents that dedicate this
portion of Bissell Road. The surrounding tracts are provided access by Alleluia Trail, Kruezer Road, Kirchner Road, and
Meridiana Parkway.

Entire limits and extent of the property to be abandoned, vacated, closed or relocated:

A 2.713 acre tract of land situated in the H.T. & R.R. Co. Survey, Section 62, Abstract 484, Brazoria County, Texas to be
abandoned.

Ashley Waggoner
Signature of Applicant

Procedures:

Date of Action September 22, 2023

FEES PAID \$1,000

Check Number 2747

Collect the following documents

✓ A formal recent survey prepared by a registered professional land surveyor that identifies the location and physical configuration of the site. The survey shall also specify the acreage or square footage;

✓ The proper legal description of the property to be considered for abandonment, including, if appropriate, a metes and bounds description verified by a registered surveyor or by county records (that will identify the property by a legal instrument with volume, page, etc.); and

✓ Collect administration processing fee of \$1,000.00 to cover the cost of the title report, appraisal, staff and consultant review time, and the ordinance and deed preparation legal fees;

Staff procedures:

_____ Commission a title report of the area to be abandoned.

_____ Commission an independent appraisal of the area to be abandoned;

_____ Send letters to all utility companies, drainage districts, affected city departments, and/or other interested agencies identifying the proposed action and requesting a letter of "no objection" from each of the concerned entities within thirty (30) days; and

_____ Determine if a utility easement is needed in the area considered to be abandoned and, if determined to be necessary, to have the new utility easement reserved in the deed of conveyance or obtained separately and recorded in the property deed record to be filed with the Brazoria County Clerk.

_____ Scheduled Public Hearing Date for Planning Development and Zoning

_____ Scheduled Public Hearing Date for City Council (1st reading of the ordinance)

_____ Notice to property owners will be initiated ten (10) days prior to the schedule public hearing. The city shall provide written notice of such public hearing to each owner of real property, as indicated by the most recently approved city tax roll, whose property abuts or lies within 200 feet of the subject street, alley, right-of-way or easement.

_____ Collect tender/escrow by the applicant(s) of the appraised value of the abandoned area (must be collected prior to second reading of the ordinance)

_____ Upon request by applicant, and the pre-payment of all recordation fees, a quitclaim deed will be prepared and filed in the deed records of the Brazoria County Clerk. The Mayor and City Manager are authorized to execute said quitclaim deeds.



Bissell Road R.O.W.: Portion to be Abandoned

2.713 acres of right-of-way situated in the H.T. & B.R.R. Co. Survey, Section 62, Abstract 484, Brazoria County, Texas

P:\081-011-150\LandPlan\ROW Abandonment\Bissell Road Abandonment\EXHIBITS\Bissell Road ROW Abandonment Area.dwg Sep 13, 2023-11:28am Edited by: awaggoner

September, 2023



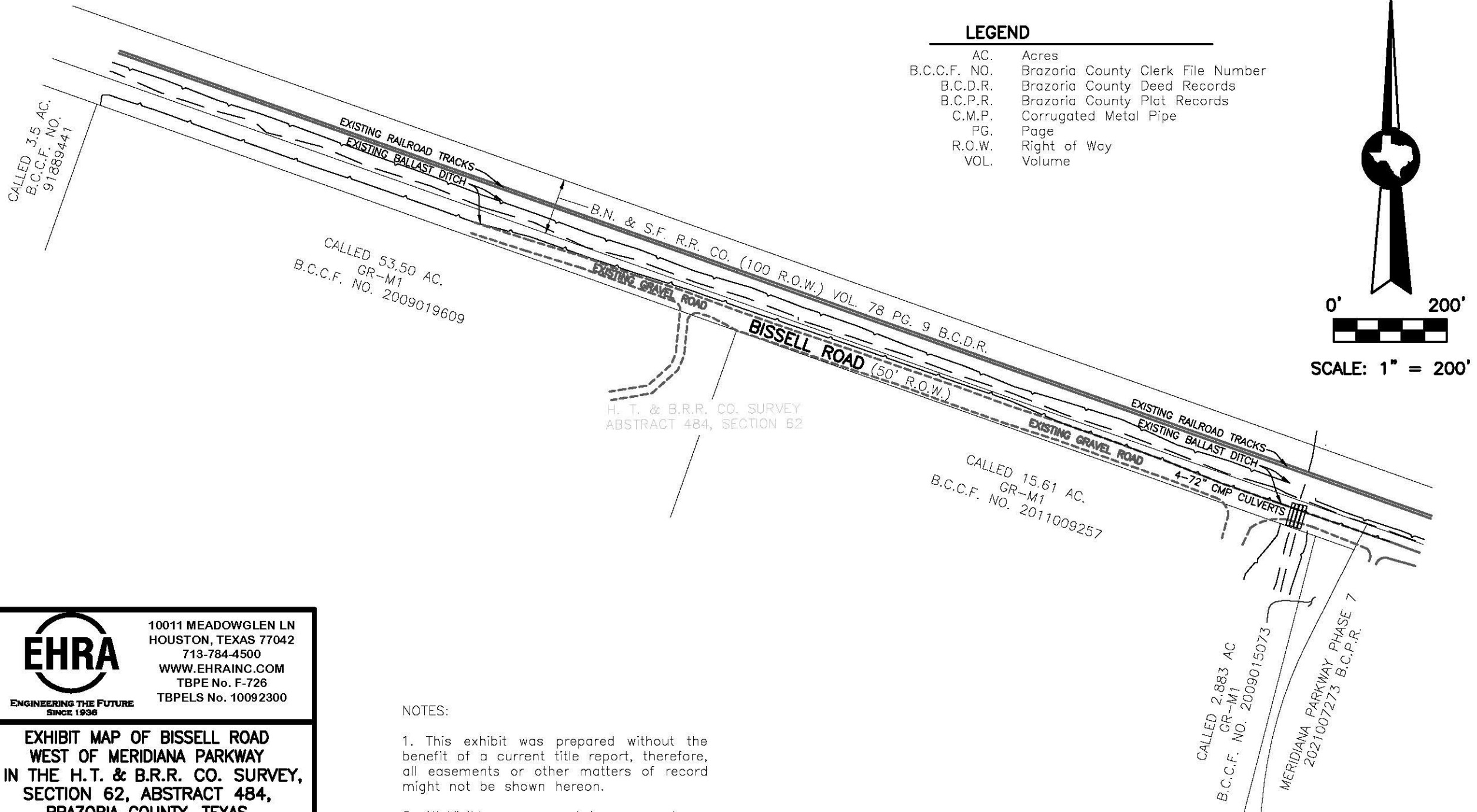
EHRA JOB NO.
081-011-150

No warranty or representation of intended use,
design or proposed improvements are made
herein. All Plans for land or facilities are subject
to change without notice.



ENGINEERING THE FUTURE
SINCE 1936

10011 MEADOWGLEN LANE
HOUSTON, TEXAS 77042
713.784.4500
EHRATEAM
TBPE No. F-726
TBPLS No. 10092300



LEGEND

AC.	Acres
B.C.C.F. NO.	Brazoria County Clerk File Number
B.C.D.R.	Brazoria County Deed Records
B.C.P.R.	Brazoria County Plat Records
C.M.P.	Corrugated Metal Pipe
PG.	Page
R.O.W.	Right of Way
VOL.	Volume



SCALE: 1" = 200'



ENGINEERING THE FUTURE
SINCE 1936

10011 MEADOWGLEN LN
HOUSTON, TEXAS 77042
713-784-4500
WWW.EHRAINCO.COM
TBPE No. F-726
TBPELS No. 10092300

**EXHIBIT MAP OF BISSELL ROAD
WEST OF MERIDIANA PARKWAY
IN THE H.T. & B.R.R. CO. SURVEY,
SECTION 62, ABSTRACT 484,
BRAZORIA COUNTY, TEXAS**

DATE: NOV. 2, 2022 SCALE: 1"= 200' JOB NO.: 081-011-00
DWG. NAME: 08101100V-2022-EHRW01.dwg DRAWING NO.: NONE

NOTES:

1. This exhibit was prepared without the benefit of a current title report, therefore, all easements or other matters of record might not be shown hereon.

2. All Visible or apparent improvements or features may not be shown hereon.



Dean Ferris
Director Right of Way

BNSF Railway Company
2500 Lou Menk Drive Fort
Worth, TX 76131-2828

817-867-0734

Dean.Ferris@bnsf.com

September 1, 2023

City of Manvel
Planning, Development, and Zoning Commission
6615 FM 1128
Manvel, TX 77578

RE: Proposed vacation of Bissell Road west of Highway 288 and south of the
BNSF Railway Company right of way

To Whom it may concern:

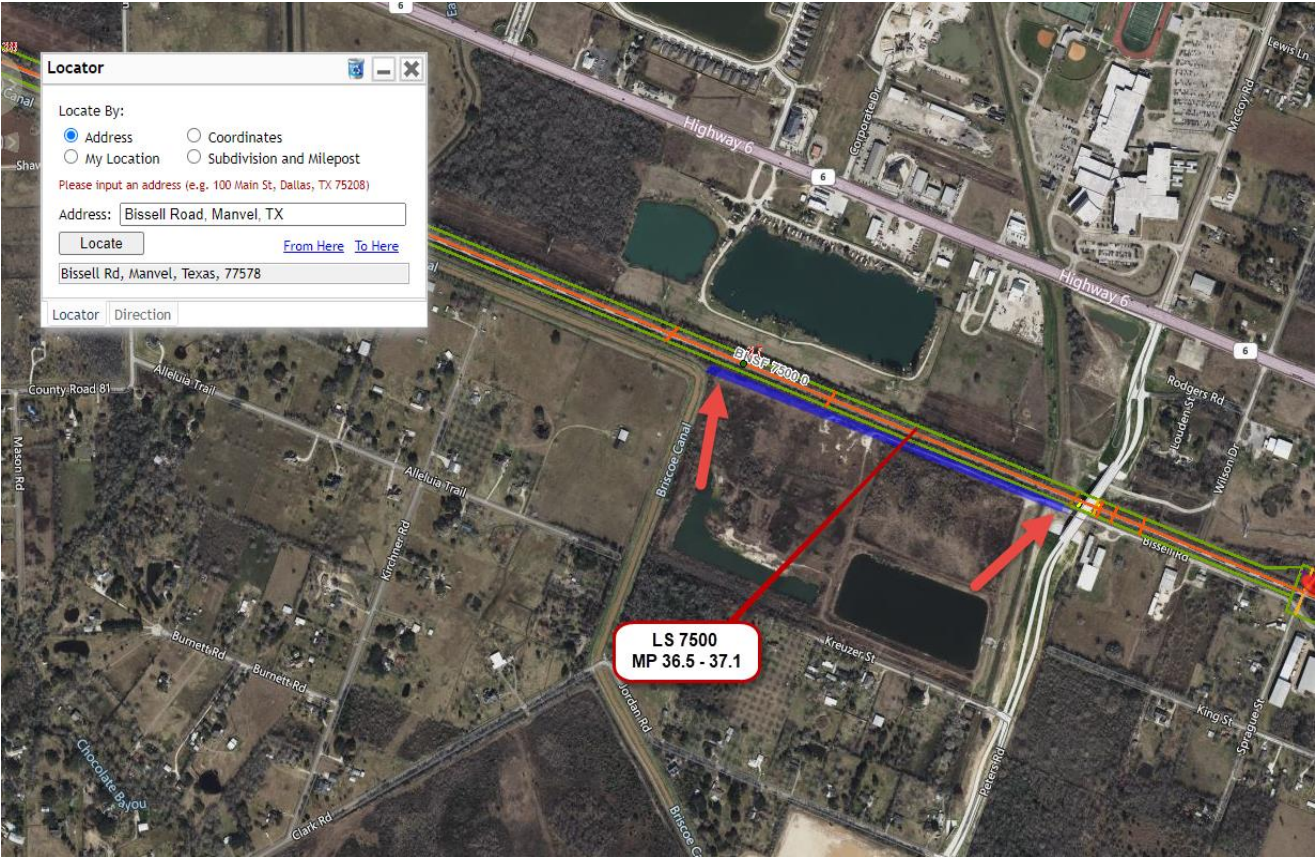
BNSF Railway Company, owner of the right of way adjoining the north side of
Platted Bissell Road west Highway 288 and continuing west to the Briscoe Canal
as shown on the attached aerial, has no objection to the vacation of this Street
right of way subject to the City retaining an Easement for existing utilities and
drainage ditches within the Road right of way, access to the signboard south of
the BNSF tracks and west of Highway 288 and BNSF Not receiving any interest
in receiving any of the vacated Street right of way except the right to continue to
use the drainage Easement for ditches located thereon.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dean Ferris", with a stylized flourish extending to the right.

Dean Ferris
Director Right of Way
BNSF Railway Company

Attachment



September 13, 2023

Mr. Brad Sweitzer
EHRA
10011 Meadowglen Lane
Houston, Texas 77042

Re: Bissell Road Right-Of-Way Abandonment
Brazoria County MUD No. 57
EHRA Project No. 071-045-00

Dear Mr. Sweitzer:

Edminster, Hinshaw, Russ & Associates, Inc. d/b/a EHRA has reviewed the subject exhibits and interposes “No Objection” to the abandonment of an approximately 2.7 AC section of Bissel Road right-of way located in and adjacent to the Meridiana Development.

If you have any questions or need additional information regarding this matter, please feel free to contact me at (713)784-4500.

Sincerely,



Hannah Ritchey, P.E.

HR/sf

cc: Mr. Dan Johnson – City of Manvel
Jared Bowlin, P.E. – Firm



January 17, 2024

Tammy Bell
Manvel City Hall
PO Box 187
Manvel, TX 77578

RE: ROW ABANDONMENT – Bissell Road, Manvel, Texas.

Ms. Bell,

Southwestern Bell Telephone Company (SWBT) offers "**NO OBJECTION**" at this time to the ROW abandonment of the 50' ROW of Bissell Road west of Meridiana Parkway and east of the GCWA Canal, situated in the H.T. & R.R. Survey, Section 62, Abstract 484, Brazoria County, Texas as shown on attached Exhibit "A", and described in the email and attached survey dated December 8, 2023.

There are existing SWBT facilities located with 50' of the ROW. Please have existing facilities located and marked by calling Cable Locate 811 before beginning construction. Questions can be referred to the AT&T Engineer Michael Travis at mt4089@att.com or 281-853-4496.

If you have any questions, please contact me by email at sm8285@att.com.

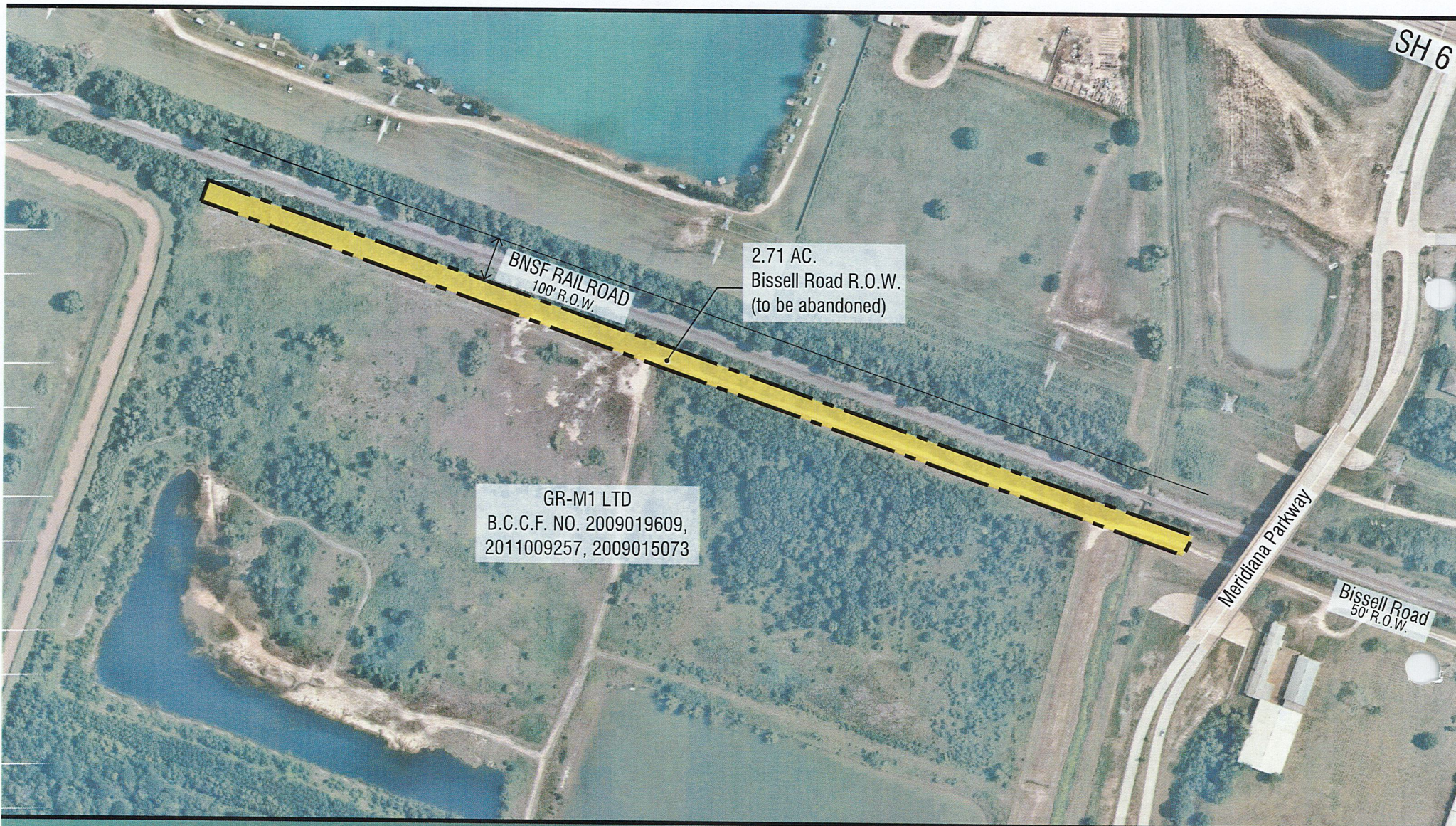
Sincerely,

Sonya Merrill

Sonya Merrill
Manager-Engineering
Right-of-Way

Attachment

EXHIBIT "A"



Bissell Road R.O.W.: Portion to be Abandoned

2.713 acres of right-of-way situated in the H.T. & R.R. Co. Survey, Section 62, Abstract 484, Brazoria County, Texas

P:\091-011-150\LandPlan\ROW Abandonment\Bissell Road Abandonment\EXHIBITS\Bissell Road ROW Abandonment Area.dwg, Sep 13, 2023 11:38am Edited by: awaggoner

September, 2023

1" = 50' 1" = 100' 1" = 200'
SCALE: 1" = 200'
TRUE SCALE AT 11"x 17"



EHRA JOB NO.
081-011-150

No warranty or representation is made as to the accuracy or completeness of the information provided. The Plans for land or facilities are subject to change without notice.



ENGINEERING THE FUTURE
SINCE 1936

10011 MEADOWGLEN LANE
HOUSTON, TEXAS 77042
713.784.4500
EHRA TEAM
TBPE No. F-726
TBPLS No. 10092300

GENERAL NOTES:

- Bearing orientation is based on the Texas State Plane Coordinate System of 1983, South Central Zone as determined by GPS measurements.
- The 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: 0.99986742185.
- According to the Federal Emergency Management Agency Flood Insurance Rate Map, Brazoria County, Texas, Community Panel No.4803C0110K, dated December 30, 2020, the property lies within Area AO.

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. The location of the flood zone was determined by scaling from said FEMA map. The actual location, as determined by elevation contours, may differ. Edminster, Hinshaw, Russ & Associates, Inc. d/b/a EHRA, assumes no liability as to the accuracy of the location of the flood zone limits. This flood statement shall not create liability on the part of Edminster, Hinshaw, Russ & Associates, Inc. d/b/a EHRA.
- B.C.C.F. Indicates Brazoria County Clerk's File.
B.L. Indicates Building Line.
D.E. Indicates Drainage Easement.
M.H. Indicates Manhole.
PG. Indicates Page.
P.A.E. Indicates Permanent Access Easement.
P.O.B. Indicates Point of Beginning.
P.U.E. Indicates Public Utility Easement.
P.V.T. Indicates Private.
R. Indicates Radius.
R.O.W. Indicates Right-Of-Way.
S.S.E. Indicates Sanitary Sewer Easement.
STM.S.E. Indicates Storm Sewer Easement.
U.E. Indicates Utility Easement.
VOL. Indicates Volume.
W.L.E. Indicates Water Line Easement.
X. Indicates change in street name.
- The property subdivided in the foregoing plat lies in Brazoria County, the City of Manvel, Brazoria County M.U.D. No. 57, Alvin Independent School District, and Brazoria County Conservation & Reclamation District No. 3.
- Property within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek, or natural drainage way shall hereby be restricted to keep such drainage ways and easements clear of fences buildings, plantings, and other obstructions.
- Before final plat recordation, the property within the boundaries of this plat will be annexed into Ordinance numbers 2009-O-03, 2009-O-04, and 2009-O-05 of the City of Manvel, Texas dated February 23, 2009, as well as the Administrative Changes regarding Ordinance number 2009-O-04, approved on March 3, 2022.
- All sidewalks shall be constructed in accordance with City of Manvel Ordinance No. 2009-O-04.
- Contour lines shown hereon are based on the NGS Benchmark E 306 being noted hereon.
- No residential, commercial, or industrial structure, other than structures necessary to operate the pipeline, shall be erected or moved to a location nearer than 50 feet to any pipeline, except for low pressure distribution system pipeline as defined in section 62-2, as per Manvel Ordinance Sec. 62-116a.
- 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.
- 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 commission approval, unless the final plat has been submitted to 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 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.
- Reserve "A" provides a total of 5.2 acres of unencumbered open space within the boundary of this plat.

BRAZORIA COUNTY CONSERVATION & RECLAMATION DISTRICT NO. 3:

- Drainage easements may be used by any government body for purposes of drainage work, provided Brazoria County Conservation & Reclamation District No. 3 (B.C.C.R.D.#3) is properly notified.
- All drainage easements shown hereon shall be kept clear of fences, building, foundations, plantings and other obstructions to the operation and maintenance of drainage facilities, landscaping shall be permitted within the detention ponds located within this subdivision.
- Maintenance of detention facilities shall be the sole responsibility of the owner of the property. B.C.C.R.D.#3 shall provide maintenance of regional facilities owned and constructed by B.C.C.R.D.#3, or sub-regional facilities constructed by developer(s) for which ownership has been transferred to B.C.C.R.D.#3 with their approval. B.C.C.R.D.#3 shall be responsible only for the maintenance of facilities owned by them, unless B.C.C.R.D.#3 specifically contracts or agrees to maintain other facilities.
- The sides of drainage channels and detention facilities shall be hydromulch seeded.
- Outfall structures and culverts shall comply with Section III C, 2 of the Brazoria County Conservation and Reclamation District No. 3 Regulations. Brazoria County Conservation and Reclamation District No. 3 has adopted the Brazoria County Drainage criteria manual as its guide. Erosion protection for outfall structures must be of reinforced concrete. Concrete rubble is not allowed.
- B.C.C.R.D.#3 approval of the final drainage plans and final plat (if required) does not affect the property rights of third parties. The developer shall be responsible for obtaining and maintaining any and all easements, fee strips and/or any other right-of-way across third party properties for the purpose of moving excess run-off of B.C.C.R.D.#3 drainage facilities as contemplated by the final drainage plans and the final plat.
- B.C.C.R.D.#3 personnel shall have the right to enter upon the property for inspection at any time during construction or as may be warranted to ensure the detention facilities operating properly.
- Detention is required by B.C.C.R.D. #3 in order to offset additional storm runoff due to the increased impervious cover from the development.

BENCHMARK(S):

NGS MONUMENT # E 306 DISK SET IN TOP OF CONCRETE MONUMENT, LOCATED 2.0 MILES WEST OF MANVEL, 2 MILES WEST ALONG THE GULF, COLORADO AND SANTA FE RAILWAY FROM STATION AT MANVEL, BRAZORIA COUNTY, 0.2 MILE WEST OF A SHELL-ROAD CROSSING, 5-1/2 FEET NORTHWEST OF MILE POLE 38, 39 FEET SOUTH OF THE SOUTH RAIL, 33 FEET NORTH OF THE CENTERLINE OF A DIRT ROAD, 6.7 FEET NORTH OF THE RIGHT-OF-WAY FENCE, 3 FEET WEST OF A WHITE WOODEN WITNESS POST AND SET IN THE TOP OF A CONCRETE POST ABOUT FLUSH WITH THE GROUND.
ELEV.=52.00 (NAVD '88) 1991 ADJUSTMENT

RESERVE TABLE

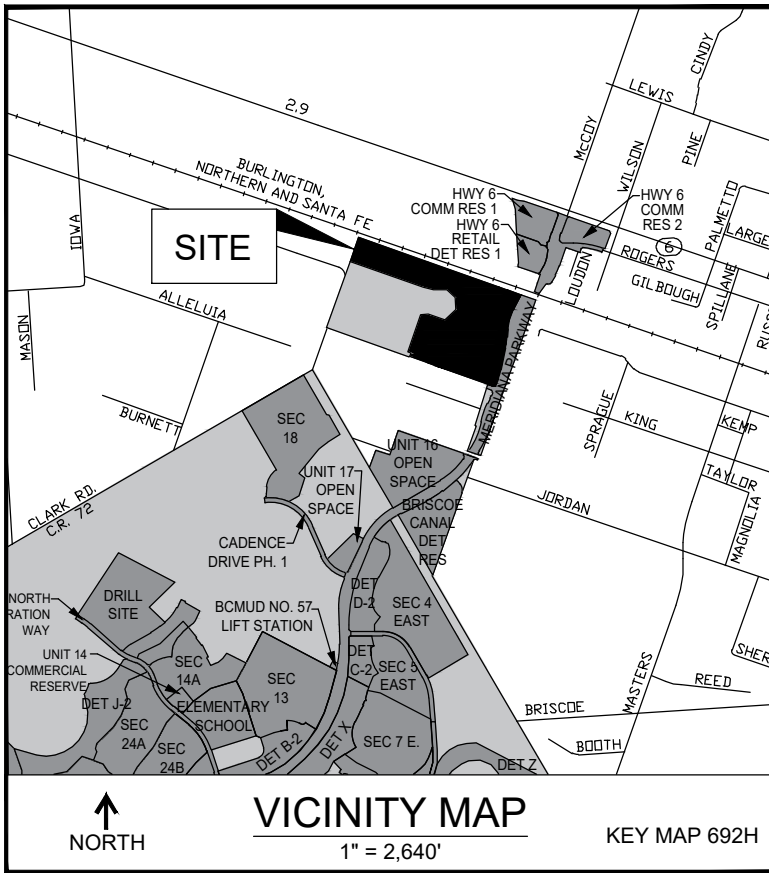
RESERVE	RESTRICTIONS	SQ. FT.	ACREAGE	MAINTENANCE
A	DETENTION, LANDSCAPE, RECREATION, OPEN SPACE, & UTILITY PURPOSES	1,581,619.99	36.31	B.C.M.U.D. NO. 57
B	DRAINAGE, LANDSCAPE, OPEN SPACE, & UTILITY PURPOSES	53,493.65	1.23	B.C.M.U.D. NO. 57
C	DRAINAGE, LANDSCAPE, OPEN SPACE, & UTILITY PURPOSES	197,400.04	4.53	B.C.M.U.D. NO. 57
D	LANDSCAPE, OPEN SPACE, & UTILITY PURPOSES	57,156.68	1.31	B.C.M.U.D. NO. 57
		1,889,670.36	43.38	

CURVE TABLE

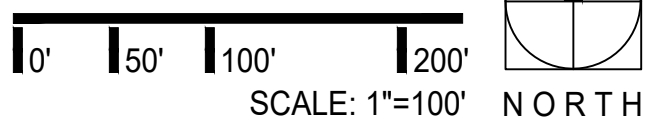
CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	780.00'	301.70'	S 15°53'13" W	299.82'
C2	1,490.00'	121.28'	S 07°08'16" W	121.25'
C3	2,000.00'	97.06'	S 10°51'36" W	97.05'
C4	3,000.00'	15.11'	S 12°32'41" W	15.11'
C5	2,000.00'	244.97'	S 16°02'52" W	244.81'
C6	25.00'	39.27'	S 64°33'24" W	35.36'

LINE TABLE

LINE	ANGLE	DISTANCE
L1	S 09°28'11" W	66.76'
L2	S 12°32'20" W	39.92'
L3	S 19°33'24" W	24.68'
L4	N 19°33'24" E	50.00'
L5	N 70°26'36" E	50.00'
L6	N 81°45'59" E	104.47'



OWNER CONTACT INFORMATION
GR-M1, LTD., A TEXAS LIMITED PARTNERSHIP
1602 AVENUE D, STE. 100
KATY, TX 77493
832-916-2162



Meridiana Section 82 Detention Reserve Preliminary Plat A Subdivision of 43.38 acres out of the H.T. & B.R.R. Co. Survey, Section 64, A-483, and H.T. & B.R.R. Co. Survey, Section 62, A-484, City of Manvel, Brazoria County, Texas.

1 Block and 4 Reserves
Owner: GR-M1, LTD., a Texas Limited Partnership

Sheet 1

November 3, 2023

10011 MEADOWGLEN LANE
HOUSTON, TEXAS 77042
713.784.4500
WWW.EHRATEAM.COM
TBP# E NG. F-726
TBP# S NO. 1007200

EHRA

ENGINEERING THE FUTURE
SINCE 1956

No warranty or representation of intended use, design or construction is made by EHRA. All drawings and specifications are subject to change without notice.
EHRA JOB NO. 081-011-210

1. Bearing orientation is based on the Texas State Plane Coordinate System of 1983, South Central Zone as determined by GPS measurements.
2. The 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: 0.99986742185.
3. According to the Federal Emergency Management Agency Flood Insurance Rate Map, Brazoria County, Texas, Community Panel No.48039C0110K, dated December 30, 2020, the property lies within Zone AO.

4. B.C.C.F. indicates Brazoria County Clerk's File.
B.L. indicates Building Line.
D.E. indicates Drainage Easement.
M.H. indicates Manhole.
PG. indicates Page.
P.A.E. indicates Permanent Access Easement.
P.O.B. indicates Point of Beginning.
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S.S.E. indicates Sanitary Sewer Easement.
STM S.E. indicates Storm Sewer Easement.
U.E. indicates Utility Easement.
VOL. indicates Volume.
W.L.E. indicates Water Line Easement.

5. The property boundaries in the foregoing plat lies in Brazoria County, the City of Marvel, Brazoria County M.U.D. No. 57, Alvin Independent School District, and Brazoria County Conservation & Recreation District No. 3.
6. Within the boundaries of this plat and adjacent to any drainage easement, ditch, gully, creek, or natural drainage system shall hereby be restricted to keep such drainage ways and easements clear of fences buildings, plantings, and other obstructions.
7. Before final plat recordation, the property within the boundaries of this plat will be annexed into Ordinance numbers 2009-03-03, 2009-04-03, 2009-05-03 and 2009-05-03 of the City of Marvel, Texas dated 03/03/2009, 04/03/2009, 05/03/2009, as well as any future Administrative Changes regarding Ordinance Number 2009-04-04, approved on March 3, 2022.
8. All sidewalks shall be constructed in accordance with City of Marvel Ordinance No. 2009-04-04.
9. Contour lines shown hereon are based on the NGS Benchmark E 306 being noted hereon.
10. No residential, commercial, or industrial structure, other than structures necessary to operate the pipeline, shall be erected or moved to a location nearer than 50 feet to any pipeline, except for low pressure distribution system pipeline as defined in section 62-2, as per Marvel Ordinance Sec. 62-116a.
11. Preliminary, this document shall not be recorded for any purpose and shall not be used or relied upon as a final survey document.
12. 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 commission approval, unless the final plat has been submitted to the commission for final plat approval. If the final plat is not submitted to the commission for approval, extension of time may be given, at the discretion of the 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.
13. Reserve "A" provides a total of 5.2 acres of unencumbered open space within the boundary of this plat.

1. Drainage easements may be used by any government body for purposes of drainage work, provided that the easement is used for the purposes of drainage work. The easement shall be used for the purposes of drainage work and shall not be used for any other purpose. The easement shall be used for the purposes of drainage work and shall not be used for any other purpose.
2. All drainage easements shown hereon shall be kept clear of fences, building, foundations, plants and other obstructions to the operation and maintenance of drainage facilities, landscaping shall be permitted within the detention ponds located within this subdivision.
3. Maintenance of detention facilities shall be the sole responsibility of the owner of the property. The B.C.C.R.D.#3 shall provide maintenance of regional facilities owned and constructed by B.C.C.R.D.#3 or its subsidiaries or facilities constructed by developers for which ownership has been transferred to B.C.C.R.D.#3 with their approval. B.C.C.R.D.#3 shall be responsible only for the maintenance of facilities owned by them, unless B.C.C.R.D.#3 specifically contracts or agrees to maintain other facilities.
4. The sides of drainage channels and detention facilities shall be hydromulch seeded.
5. Outfall structures and culverts shall comply with Section III C, 2 of the Brazosquia County Conservation and Reclamation District No. 3 Regulations. Brazosquia County Conservation and Reclamation District No. 3 has accepted the responsibility for the maintenance of drainage facilities. Outfall protection outfall structures must be of reinforced concrete. Concrete rubble is not allowed.
6. B.C.C.R.D.#3 approval of the final drainage plans and final plat (if required) does not affect the property rights of third parties. The developer shall be responsible for obtaining and maintaining all easements, fee strips and/or any other right-of-way across third party properties for the purpose of moving easements and/or platting of B.C.C.R.D.#3 drainage facilities as contemplated by the final drainage plans and the final plat.
7. B.C.C.R.D.#3 personnel shall have the right to enter upon the property for inspection at any time during construction or as may be warranted to ensure the detention facilities operating properly.
8. Detention is required by B.C.C.R.D.#3 in order to offset additional storm runoff due to the increase in impervious cover from the development.

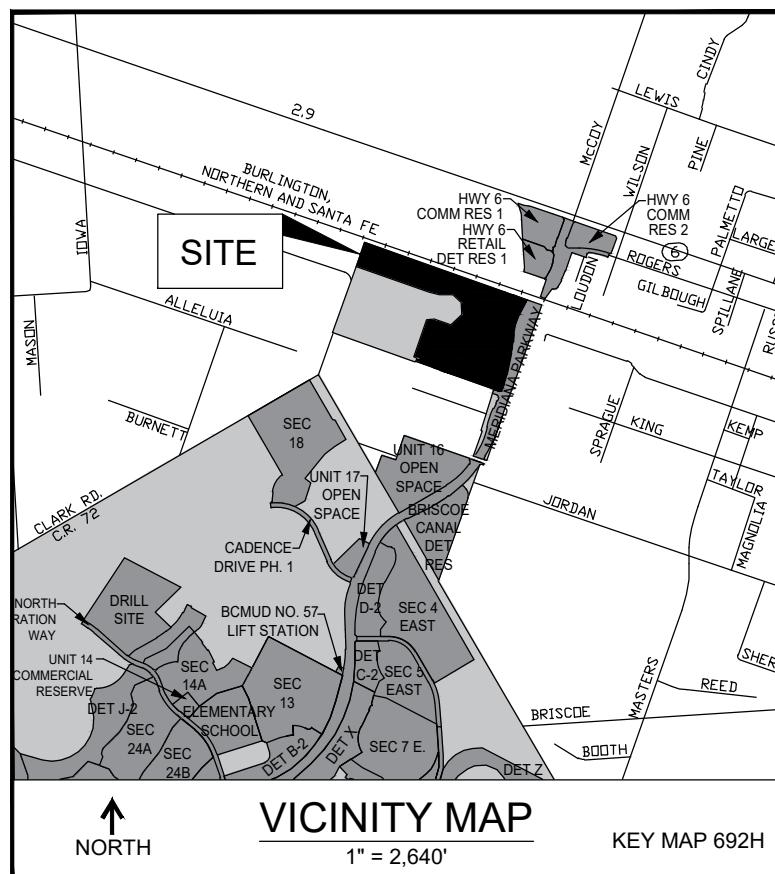
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ELEV =52.00 (NAVD '88) 1991 ADJUSTMENT

RESERVE TABLE				
RESERVE	RESTRICTIONS	SQ. FT.	ACREAGE	MAINTENANCE
A	DETENTION, LANDSCAPE, RECREATION, OPEN SPACE, & UTILITY PURPOSES	1,561,619.99	36.31	B.C.M.U.D. NO. 57
B	DRAINAGE, LANDSCAPE, OPEN SPACE, & UTILITY PURPOSES	53,493.65	1.23	B.C.M.U.D. NO. 57
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		1,889,670.36	43.38	

CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH
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OWNER CONTACT INFORMATION
GR-M1, LTD., A TEXAS LIMITED
PARTNERSHIP
1602 AVENUE D, STE. 100
KATY, TX 77493
832-916-2162

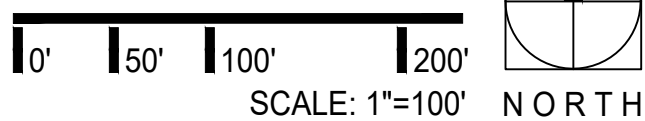
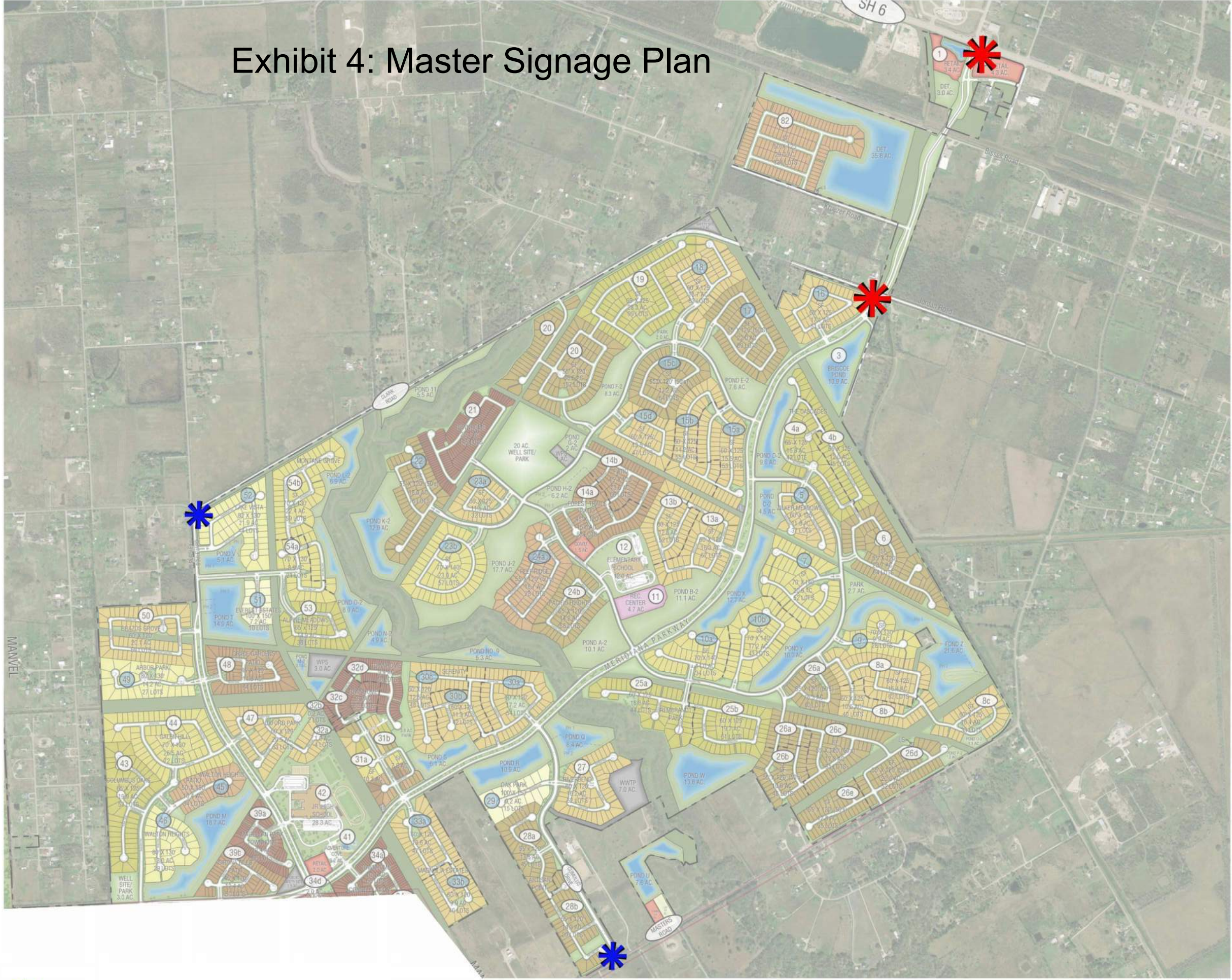


Exhibit 4: Master Signage Plan

- LEGEND
- 

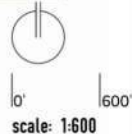
PRIMARY ENTRY MONUMENT
- 

SECONDARY ENTRY MONUMENT



Primary and
Secondary Entry
Monuments

Master Signage Plan



1,200' 1,800'
date: 10.02.23

anderson
1201 main street, suite 1340
dallas, tx 75202

Legend

- Major Thoroughfare
- Collector
- Neighborhood Collector
- Esplanade Opening

Exhibit 5: Circulation Plan.

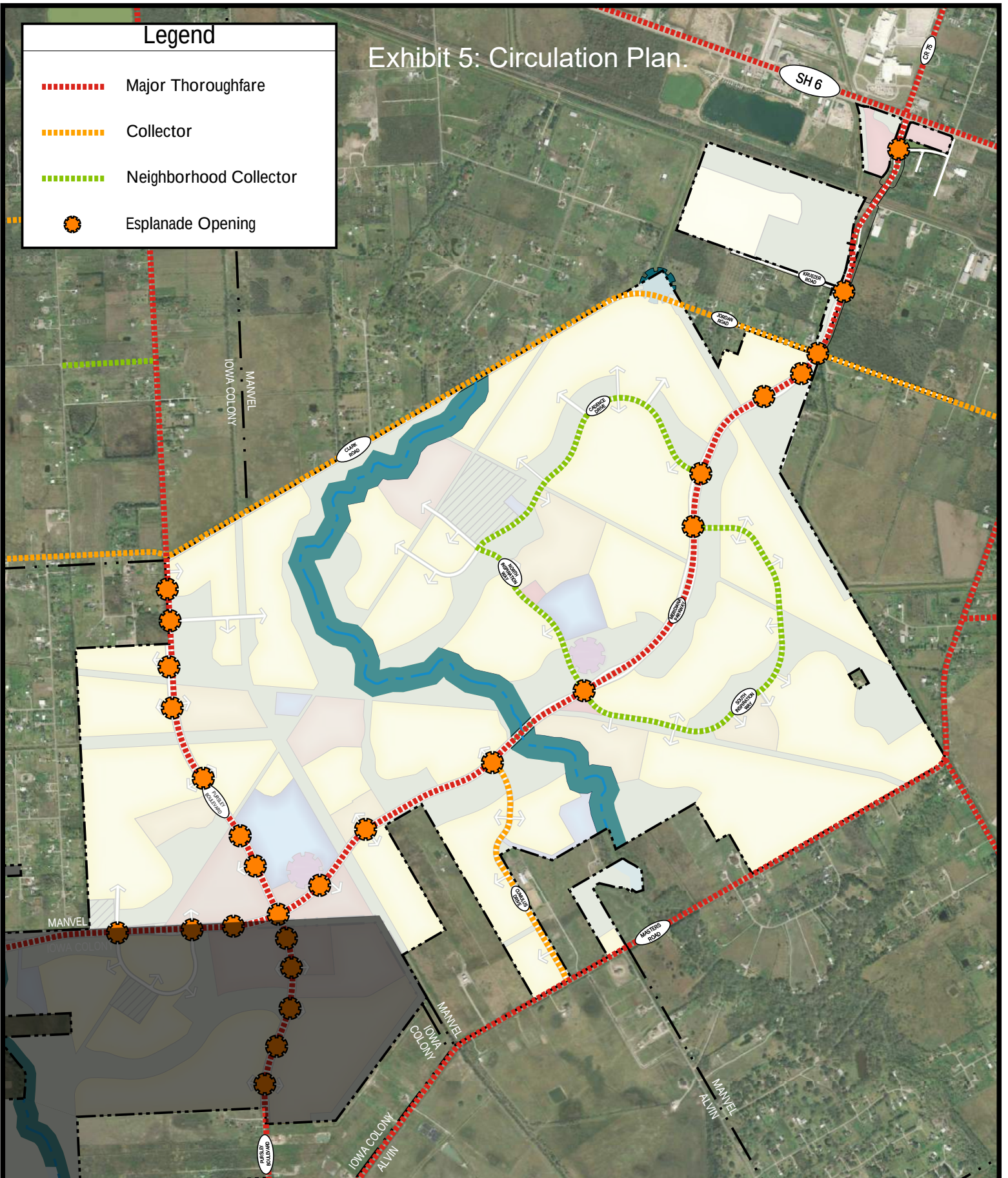


Exhibit 7: Circulation Plan - Manvel

Brazoria County, Texas

NOT TO SCALE



EHRA
ENGINEERING THE FUTURE
Since 1936

EHRA JOB NO.
081-011-150

10011 MEADOWGLEN LANE
HOUSTON, TEXAS 77042
713.784.4500
EHRA TEAM
TBPE No. F-726
TBPLS No. 10092300

No warranty or representation of intended use, design or proposed improvements are made herein. All Plans for land or facilities are subject to change without notice.

Exhibit 1: Current Land Use Plan

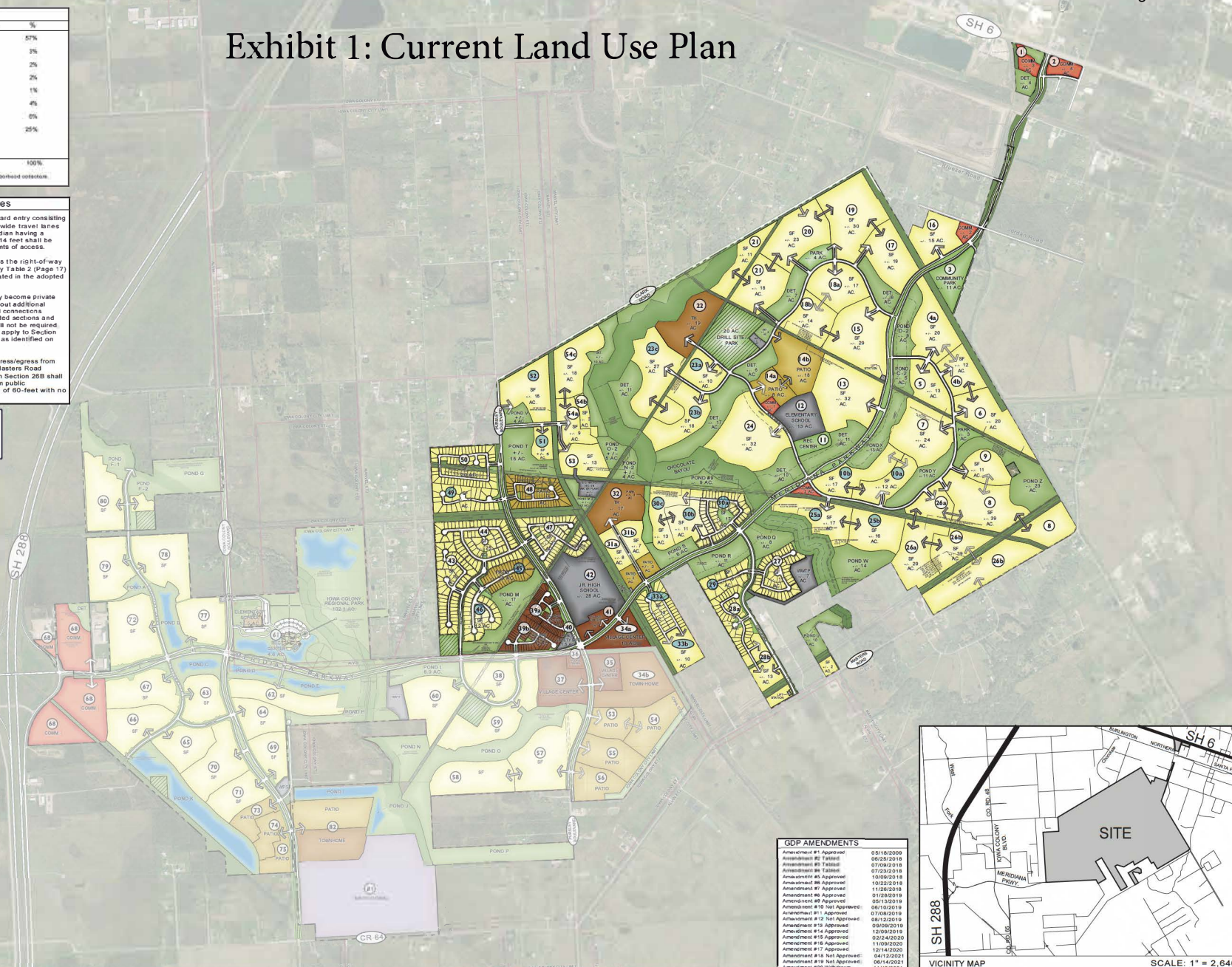
Land Use Table			
Use	Gross Area	%	
 Single Family (SF)	+/- 941 Ac	57%	
 Patio Home (PH)	+/- 55 Ac	3%	
 Townhome (TH)	+/- 30 Ac	2%	
 Village Center (VC)	+/- 38 Ac	2%	
 Commercial (C)	+/- 13 Ac	1%	
 Institutional (I)	+/- 73 Ac	4%	
 Rights-of-Way*	+/- 99 Ac	6%	
 Parks & Open Space (P-OS)	+/- 408 Ac	25%	
 Drift Site			
Totals	+/- 1,863 Ac	100%	

* includes proposed major thoroughfares, collectors, and neighborhood collectors.

Legend	Notes
 Private Gated Section	1. A divided or boulevard entry consisting of two 20-foot wide travel lanes separated by a median having a minimum width of 14 feet shall be considered two points of access.
 Public Section	
 Divided or Boulevard Entry (See Note 1)	2. A standard entry is the right-of-way width determined by Table 2 (Page 17) or as otherwise stated in the adopted O-PUD document.
 Standard Entry (See Note 2)	3. Public sections may become private gated sections with additional consideration. Road connections between private gated sections and public sections shall not be required. This note shall not apply to Section 20 and Section 22 as identified on this document.
	4. The Clark Road ingress/egress from Section 20 and S Masters Road ingress/egress from Section 26B shall maintain a minimum public right-of-way width of 60-feet with no parking.

THIS GENERAL DEVELOPMENT PLAN APPROVED BY THE CITY OF MANVEL PLANNING
DEVELOPMENT AND ZONING COMMISSION _____

PLANNING, DEVELOPMENT AND ZONING COMMISSION



Meridiana General Development Plan: Amendment #21

Brazoria County, TX

November 19, 2021

Figure 1 is a map of the study area. It shows a rectangular area of interest in the center, surrounded by a larger area. A scale bar at the bottom indicates distances from 0 to 1200. A north arrow is located in the bottom right corner.



18011 MEADOWLEEN LA
HOUSTON, TEXAS 77058
713.784.4500
WWW.IHRAINCO.COM
TBPE No. F-726
TBPLS No. 10092300

EHRA JOB N

EHRA JOB NO.		No warranty or representation of intended use. Exempt
--------------	--	---

Land Use Table

Use	Area
 Single Family Home	914 Ac.
 Garden Home	30 Ac.
 Patio Home	88 Ac.
 Townhome	35 Ac.
 Village Center	38 Ac.
 Commercial	15 Ac.
 Institutional	70 Ac.
 Right of Way	96 Ac.
 Parks, Detention, OS	450 Ac.
 Drill Site	
 Rec Center	
 Public Facilities Site	
Site Total	1,736 Ac.

Exhibit 2: Proposed Land Use

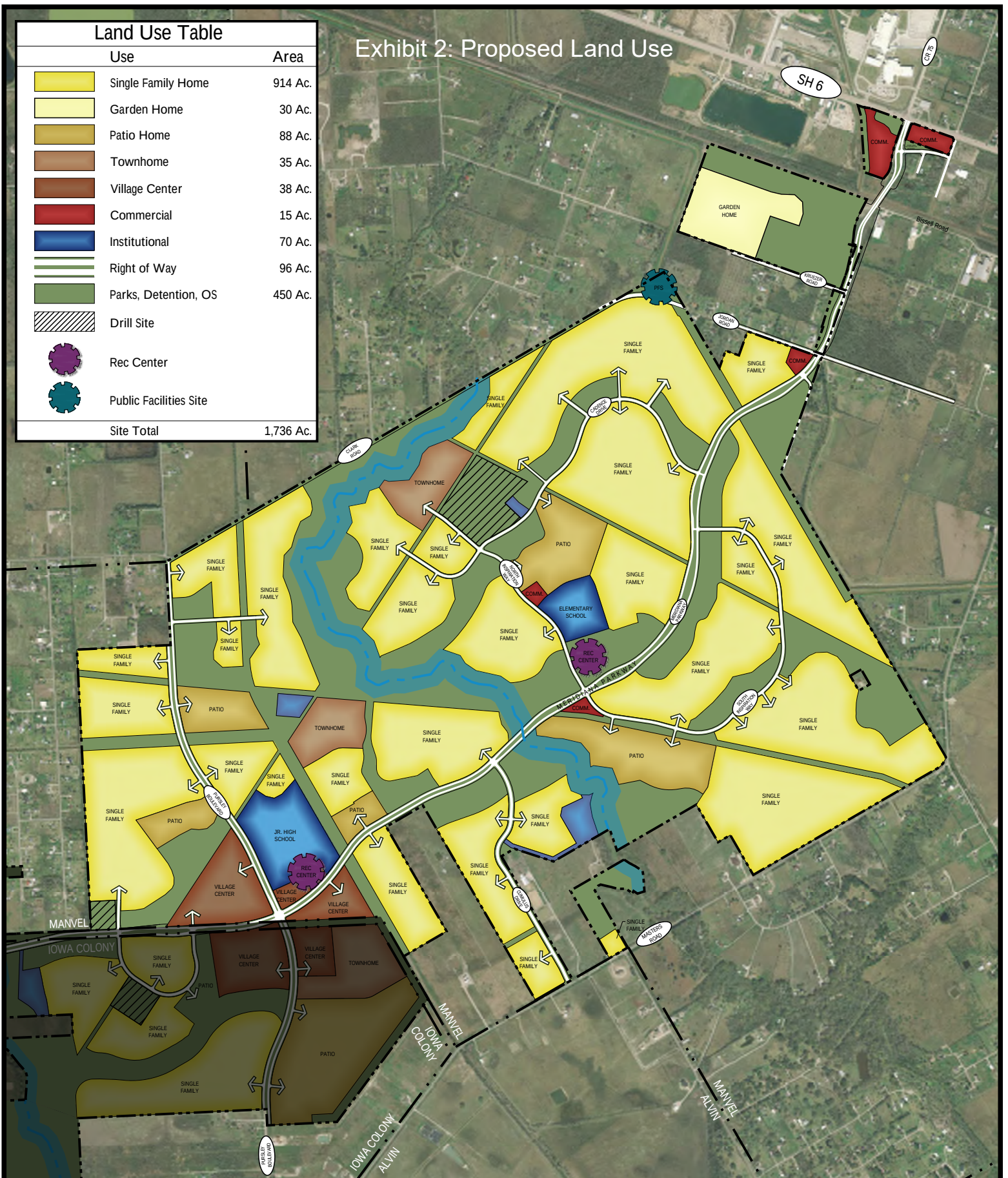


Exhibit 5: Preliminary Land Use Plan - Manvel

Brazoria County, Texas

NOT TO SCALE



EHRA
ENGINEERING THE FUTURE
SINCE 1936

10011 MEADOWGLEN LANE
HOUSTON, TEXAS 77042
713.784.4500
EHRA TEAM
TBPE No. F-726
TBPLS No. 10092300

EHRA JOB NO.
081-011-150

No warranty or representation of intended use, design or proposed improvements are made herein. All Plans for land or facilities are subject to change without notice.

ORDINANCE NO. 2024-O-13

AN ORDINANCE OF THE CITY OF MANVEL, TEXAS AMENDING THE ZONING ORDINANCE OF THE CITY, BY AMENDING THE ZONING CLASSIFICATION OF 1,735 ACRES OF LAND GENERALLY LOCATED EAST OF STATE HIGHWAY 288 AND SOUTH OF HIGHWAY 6 FROM OPEN PLANNED UNIT DEVELOPMENT (O-PUD) TO PLANNED UNIT DEVELOPMENT (PUD) FOR THE MERIDIANA PLANNED UNIT DEVELOPMENT; PROVIDING FOR THE AMENDMENT OF THE CITY'S OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF.

* * * * *

WHEREAS, GR-M1, Ltd. Is the developer of a certain 1,735 acres tract of land, more particularly described in Exhibit “A” attached hereto and incorporated herein by this reference for all purposes (the “Property”); and

WHEREAS, this development is known as “Seven Oaks Ranch” development with a total 1663.3-acres and is currently zoned Open Planned Unit Development District (O-PUD) adopted by Ordinance #2009-O-04; and

WHEREAS, the development currently known as “Seven Oaks Ranch” development and is to be renamed to the “Meridiana” development; and

WHEREAS, an additional 72.0 acres is being added to the development for a total acreage of 1,735 acres and is being rezoned to the Planned Unit Development District (PUD); and

WHEREAS, pursuant to Section 7 of the City’s Zoning Ordinance, the developer has modified the prepared development plan covering the property; and

WHEREAS, the Planning Development, and Zoning Commission and the City Council have conducted, in the time and manner required by law and the Zoning

Ordinance of the City, a public hearing on said rezone and development plan amendment;
and

WHEREAS, the Planning, Development, and Zoning Commission and the City Council have conducted, in the time and manner required by law and the Zoning Ordinance of the City, a public hearing on such request; and

WHEREAS, the Planning, Development, and Zoning Commission has recommended in its report the approval of such request, and the City Council deems it appropriate to approve said rezoning and development plan amendments; 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 zoning classification of 1,735 acres generally located east of State Highway 288 and South of Highway 6 is hereby changed to Planned Unit Development (PUD) District as more particularly described in Exhibit “A”.

Section 3. The City Council has reviewed the amended development plan attached hereto as Exhibit “B” (the “Development Plan”) and complies with the findings in accordance with following Section 77-29(o)(5) of the City’s Zoning Ordinance.

Section 4. Development of the Property shall strictly comply with the **Meridiana PUD Document**, attached hereto as Exhibit “B” and made a part of hereof for all purposes.

Section 5. The Zoning District Map of the City of Manvel shall be revised and amended to show the designation of said land, as described and provided in Section 2

above, with the appropriate reference thereon to the number and effective date of this Ordinance and a brief description of the nature of the change.

Section 6. The City Council hereby finds and determines that said rezoning comports to the City's comprehensive land use plan, and to the extent of any conflict, amends said comprehensive land use plan. 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 in zoning classification of said tracts as described above.

Section 7. 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 8. 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 _____, 2024.

PASSED, APPROVED, AND ADOPTED on second and final reading this
_____ day of _____, 2024.

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Robert Gervais, City Attorney



MANVEL CITY COUNCIL DATA SHEET

MEETING DATE: March 18, 2024

TOPIC: Consideration and possible action regarding amending the zoning ordinance by changing the zoning classification of 1,735 acres of land generally located east of State Highway 288 and south of Highway 6 from Seven Oaks Ranch Open-Planned Unit Development (O-PUD) to the Meridiana Planned Unit Development (PUD) for the Meridiana PUD and adopt the amended Meridiana PUD document.

BACKGROUND: The Meridiana Development is a primarily residential development of approximately 2,906 acres. Of the total development, approximately 1,735 acres will be within the City of Manvel, 26 acres are within Alvin, and 1,145 acres are within Iowa Colony. The developer has submitted this proposed amendment #3 to the currently approved Planned Unit Development (O-PUD) for the portion of Meridiana within the City of Manvel.

STAFF RECOMMENDATION: Staff recommends conditional approval of Ordinance No. 2024-O-13 as the proposed amendments to the Meridiana Planned Unit Development are in line with the goals of the City and will be comprised of a majority of single-family detached residences.

Recommended Condition.

1. All appeals for staff interpretation will be heard before the Zoning Board of Adjustment, instead of the City Council as proposed.

PD&Z DISCUSSION: At the March 11, 2024, meeting of the Planning, Development and Zoning Commission ("the PD&Z"), a public hearing was held during which public comments were received. The public in attendance provided input regarding roadway conditions, drainage, and notification comments. The public hearing comments and responses are outlined in the attached staff report.

PD&Z RECOMMENDATION: The PD&Z Commission recommended conditional approval of Ordinance No. 2024-O-13 with a vote of six (6) "Yeas" to zero (0) "Nays" at the March 11, 2024, meeting.

Recommended Condition:

1. All appeals for staff interpretation will be heard before the Zoning Board of Adjustment, instead of the City Council as proposed.

ATTACHMENTS: Staff Report with exhibits, and Ordinance No. 2024-O-13.**FUNDING ISSUES**

- ☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER

Evan DuVall
Zoning Administrator

FINANCE DIRECTOR APPROVAL _____**CITY MANAGER APPROVAL** _____

Staff Report

Summary of Proposed Amendment #3 to the Meridiana Open-Planned Unit Development.

Introduction:

The Meridiana Development is a primarily residential development of approximately 2,906 acres. Of the total development, approximately 1,735 acres will be within the City of Manvel, 26 acres are within City of Alvin, and 1,145 acres are within City of Iowa Colony. The developer has submitted this proposed amendment #3 to the currently approved Open-Planned Unit Development (O-PUD) for the portion of the Meridiana within the City of Manvel. This proposal also rezones the existing Open-Planned Unit Development District and adds an additional 72 acres and rezones the entire development to the Planned Unit Development District (PUD) in compliance with the current ordinance. These modifications have been outlined below in two categories. Additionally, a summary from the March 11, 2024 Planning Development and Zoning Commission has been added below.

1. Proposed Substantial Changes.

- a. Addition of 72 acres into PUD
- b. Land Use Designation Amendments
- c. Creation of a Garden Home Land Use Designation
- d. Signage Amendments
- e. Residential one-acre lots on Masters Road
- f. Reduction of total residential density and controlling lot widths by density limitations.
- g. Right-of-way width to a minimum of 50 in width with Utility Easements
- h. Kreuzer Road and limits of roadways improvements.
- i. Public safety site relocation



2. Minor Changes.

- a. Circulation modifications
- b. Renaming this project from Seven Oaks Ranch to Meridiana
- c. Residential Intersection spacing minimum.
- d. Flood plain statement updated.
- e. Sidewalk exhibit has been added for Texas Accessibility Standards Compliance
- f. Appeal process updated for staff interpretations.

3. March 11, 2024 – PD&Z Public hearing comments and responses

- a. Roadway comments
- b. Drainage comments
- c. Notification comments

1. Proposed Substantial changes:

- a. **Additional Land to the PUD:** This amendment adds an additional roughly 72 acres of land to the development, generally located west of Meridiana Parkway

and Kruezer Road. This area is being designated as Garden Homes and Open Space, Parks and Detention within the Meridiana land use plan.

- b. Land Use Designation Amendments:** The land use categories for the development have been modified to reflect the additional 72.0 acres that are being added into this O-PUD and additional modifications to the location of other land uses. These proposed amendments include adding a total of 30.0 acres that are being designated as Garden Homes, which are single-family residential homesites. A total of 30 acres are being designated patio homes, making the total area of 80 acres for patio homes within this development. A new commercial tract has been designated on the southwest corner of Jordan Road and Meridiana Parkway. and a total of 39.40 acres have been added to the Parks and Open Space land use designation for a total of 450.2 acres of the Meridiana O-PUD (See Exhibit 1, 2 and 3).
- c. Creation of a Garden Home Land Use Designation:** The Garden Home land use designation has been added and defined within the development. This proposal allows for any new property added to this Open-Planned Unit Development to be added as the Garden Home designation, unless otherwise requested by the Developer.

Garden Home – The Garden Home category (GH) is intended for the development of detached single family dwelling units on the perimeter of the overall project boundary. Lots shall have a minimum lot width of 50 feet and a minimum lot area of 6,300 square feet.

- d. Signage Amendments:** A signage section has been added to describe the allowable signage within the Meridiana Development, whereas in the previously approved plan it followed the City's sign ordinance, and any variance required approval from City Council. All signage not stipulated, such as wall signs, will follow the City's regulations. The signage specifically stipulated are primary entry monument, secondary entry monument, section monument, commercial monument, and temporary builder signs (See Exhibit 4).
 - i. Primary Entry Monument:** Maximum height of 25' and 36' in width, maximum sign area of 216 Square feet. Only two locations are permitted for these signs, Meridiana Parkway and Highway 6 and Jordan Road/Meridiana Parkway.
 - ii. Second Entry Monument:** Maximum height of 10' and maximum size of 80 square feet. These locations are at Pursley Boulevard and Clark Road, and Cumulus Drive and Masters Roadway.
 - iii. Section Monument:** Maximum height of 6' and 40' in width, with a maximum of 32 square feet. Each section is allowed an entry monument for the ingress and egress of a section.

- iv. **Commercial Monument:** Maximum height of 6' and 13' in width. Maximum square-footage is 45 square feet. Minimum separation of 100 feet, and one sign per single tenant commercial tract, unless on a corner, then one monument sign will be permitted on each public street.
- v. **Temporary Builder Signs:** A maximum height of 10' and 6' in width, with a maximum square-footage of 60 square feet.
- e. **Residential one-acre lots on Masters Road:** This amendment further allows for one-acre or larger homesites located on the north side of Masters Road as well as typical residential lots. These properties can be served by well and septic if they are developed as one-acre or larger lots. These lots can also be developed as single-family lots served by water and sewer service from the Municipal Utility Districts. These lots will not have individual access to Masters Road to comply with the restrictions for Masters Road found in the development agreement.
- f. **Reduction of total residential density and controlling lot widths by density limitations:** This proposal reduces the current residential density from 2.43 dwelling units to 2.329 dwelling units per gross acre. If there is additional land added to this development, this new gross density will be applied to the project. This amendment proposes to remove the 20% maximum for lots less than 60 feet in width and use the density requirement to regulate lot widths, but the Single-Family District restricts these  being 55 feet in width or larger. This means that new sections single-family  divisions will be minimum will be a minimum of 55 feet in width and 6,300 square feet in size, or larger.
- g. **Right-of-way width to a minimum of 50 in width with Utility Easements.** This amendment requires a minimum of 60-foot right-of-way for local roads that have 50% or more of lots equal or greater than 70 feet in width. All other local roadways can be a minimum of 50-foot width but require 10-foot-wide utility easements adjacent to this right-of-way. This smaller width right-of-way will have the same pavement with of 28' and will generally look the same as the 60-foot right-of-way.
- h. **Kreuzer Road and limitations of extension:** Kreuzer Road is the southern boundary of the tracts of land that are being added to the O-PUD. The proposed roadway improvements with this amendment is to not improve this street to the western boundary of any Meridiana development, but just the minimum required for access.
- i. **Public safety/facilities site relocation:** Public Safety Site has been relocated from the Village Center area to an area off of Jordan Road, generally located west of Jordan Road and Meridiana Parkway. This site will be designated as public facilities, not just public safety, which will allow for additional uses for public uses.

2. Proposed Minor changes.

- a. **Circulation modifications:** Removal of the Village Center Major Thoroughfare standards and utilize the Major Thoroughfare standards. A Major Thoroughfare is a minimum of 120 feet in width, which allows the development to have consistent right-of-way widths, versus the previous Village Center Major Thoroughfare (See Exhibit 5).
- b. **Renaming this project from Seven Oaks Ranch to Meridiana:** This includes corrections for roadways that were previously mentioned as McCoy Road and Seven Oaks Parkway.
- c. **Residential Intersection spacing minimum:** Intersections of local roadways will be a minimum of 125' from centerline to centerline.
- d. **Flood plain statement updated:** Flood plain statement has been modified to the most recent 2020 maps.
- e. **Sidewalk exhibit has been added for Texas Accessibility Standards Compliance:** A Sidewalk exhibit has been added to show compliance with Texas Accessibility Standards for local roads.
- f. **Appeal process updated for staff interpretations:** Any interpretations from staff can be appealed to the City Council by the developer and heard by the City Council within 60 days (approximately 2 months) of appeal. Staff has recommended that all appeals of staff decision go to the Zoning Board of Adjustment instead of the City Council.



3. March 11, 2024 – PD&Z Public hearing comments and responses

These comments were received from the public during the public hearing portion of this item. The public's concerns are found in the following three categories; 1. Roadway comments, 2. Drainage comments, 3. Notification comments. Each of these items also has a response to the comments included.

- a. **Roadway comments: Members of the public spoke regarding the following roadway concerns.**
 - i. **Bridge at Jordan and Clark Street:** A member of the public spoke regarding the replacement of the bridge and whether the Jordan St roadway will be improved. There was also a concern raised regarding the potential increase in noise output from the bridge improvement.
 - 1. **Response:** The city has been working with TxDOT to replace this Bridge, and to make it stronger and safer. The city has worked to

remove the existing S-curve out of the bridge and make the bridge safer and stronger. Additionally, this bridge alignment has resulted in a 1.5-acre tract that is proposed for public facilities for the City of Manvel. Currently, there is no plan for this parcel.

- ii. **Maintenance of Jordan Street:** A member of the public expressed concerns regarding the road maintenance of Jordan Street due to the current condition.

- 1. **Response:** The city is waiting for the completion of the TxDOT Clark Bridge replacement project and will subsequently be looking to address roadway maintenance for this street.

- iii. **Jordan Street and Meridiana Parkway Intersection:** Two members of the public spoke regarding the intersection of Jordan Street and Meridiana Parkway. This is especially difficult for members of the public turning left from Jordan on to Meridiana Parkway.

- 1. **Response:** A flashing “intersection ahead” sign and rumble strips exist to alert drivers of the Sora/Cumulus and Meridiana Parkway intersection. This intersection will be looked at as the development continues to develop.

- iv. **Sora/Cumulus and Meridiana Parkway:** A member of the public spoke regarding issues and incidents at this intersection. They questioned what is planned for this area and whether there are any plans for stripes in the roadway or increased signage demarcation.

- 1. **Response:** The Developer's representative stated that this area will be looked at when other areas are developed. A flashing “intersection ahead” sign and rumble strips exist to alert drivers of the Sora/Cumulus and Meridiana Parkway intersection. This project has additional developments, driveways, traffic, and roadway improvements as required by a traffic impact analysis and this will assist in improving the roadway.

- v. **Pursley Road and the northern boundary of Meridiana:** A member of the public spoke regarding the future of Pursley Road in areas adjacent to county and city boundaries. The proposed roadway plan shows esplanade openings in this area.

- 1. **Response:** The developer has stated that half of the boulevard has been constructed for Pursley Road, and that there are currently no plans to improve the other side of this roadway for this development. Additionally, this roadway is on the City of Manvel and county boundary, so it is not expected that there will be any additional improvements to Pursley Road in the near future.

- vi. **Meridiana Parkway and Highway 6:** The public spoke regarding the right-turn on to Meridiana Parkway from Highway 6, and that the current traffic configuration is not adequate for this intersection.

- 1. **Response:** The City and the Developer have been working with TxDOT to revise the right turn configuration heading south from

Highway 6 to Meridiana Parkway. This improvement is being coordinated during the commercial tract construction and is expected to be completed in the near future.

- b. **Drainage Concerns:** Members of the public spoke regarding the additional elevation of the Meridiana Development, in some places these areas can be higher than adjacent land. Additionally, there were some complaints about the maintenance of drainage ditches on Jordan Street.
 - i. **Response:** The City of Manvel, and the drainage district review and approve all drainage improvements for the development. Additionally, Meridiana has done a significant amount of floodplain mitigation for this area during the development of this project. The developer stated that ditches were dug to reroute water that flowed through their property prior to the development of Meridiana. Furthermore, approvals are required from Brazoria Drainage District #5 and #3 for any improvements in this area.
- c. **Notification comments:** Members of the public spoke regarding the notification map and inquired as to how this proposal might affect their property. A few members of the public also recommended better language in these notices.
 - i. **Response:** Staff has acknowledged that the notification map needs to be improved to be less confusing during the public hearing notifications. These improvements will include a separate legend showing the 200-foot buffer location, and notification parcels. Additionally, the city will work on the language of these notices in the future and add a website link for more information for larger projects.

Exhibit 3: Proposed Land Use Comparison table

Exhibit 3: Proposed Land Uses						
Proposed 2024 Amendment Land Use			Current Development Land Use		Difference*	
Land Use	Gross Acres	%	Gross Acres	%	Gross Acres	%
Single Family (SF)	924.1	53%	950.40	57%	-26.30	-4%
Garden Home (GH)	30	4%	0.00	0%	30.00	4%
Patio Home (PH)	80.1	5%	50.10	3%	30.00	2%
Townhome (TH)	35	2%	35.00	2%	0.00	0%
Village Center (VC)	37.7	2%	37.70	2%	0.00	0%
Commercial (C)	12.2	1%	13.20	1%	-1.00	0%
Institutional (I)	70	4%	70.00	4%	0.00	0%
Rights-of-Way *	96.1	6%	96.10	6%	0.00	0%
Parks & Open Space (P-OS)	450.2	23%	410.80	25%	39.40	-2%
Totals	1,735.40	100%	1663.30	100%		
* New percent changes reflect the total acres of the new development compared to the existing development, which means that the acreage within the development could increase, but still show as a decrease in percentage due to the added acreage.						

ORDINANCE NO. 2024-O-16

AN ORDINANCE AMENDING ORDINANCE NO. 2023-O-32 AMENDING THE CITY FISCAL YEAR 2024 BUDGET ENDING SEPTEMBER 30, 2024, BY AMENDING THE CAPITAL PROJECTS FUND BUDGET AND GENERAL FUND BUDGET TO ACCOUNT FOR THE LIGHTING REHAB GRANT PROGRAM. AND BY AMENDING THE GENERAL FUND BUDGET TO ACCOUNT FOR THE ADDITIONAL REVENUES AND EXPENDITURES FOR THE TEXAS LAW ENFORCEMENT TRAINING PROGRAM. 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. 2023-O-32, the City Council of the City of Manvel, Texas, adopted its original budget for Fiscal Year ending September 2024; and

WHEREAS, by Ordinance 2023-O-39, 2023-O-41, 2024-O-04, 2024-O-07, 2024-O-11, and 2024-O-14 the City Council of the City of Manvel, Texas, amended the budget for the Fiscal Year ending September 2024; and

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

WHEREAS, the Capital Projects Fund budget amendment is needed to consolidate the Comprehensive Plan and the Thoroughfare Plan into one project and in the Parks fund transferring budgeted items from accounts not used to the Capital account to fund the next phase for Croix Park.

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, 2024, of the City of Manvel, Texas, is hereby amended as;

GENERAL FUND

Line Item	Description	Current	Increase	Decrease	Amended
10.95.8582	Transfer to – Capital Projects	\$410,000	\$10,000		\$420,000
10.50.5000	Salaries	\$891,407		(\$10,000)	\$881,407
50.07.4704	Grant Revenue	\$0	\$50,000		\$60,000
50.91.7558	Lighting Upgrades	\$0	\$60,000		\$60,000
50.09.4950	Transfer in – General Fund	\$410,0000	\$10,000		\$420,000
10.07.4803	TCLEOS	\$2,000	\$4,064.89		\$6,064.89
10.90.5646	Training – LEOS Eligible	\$2,000	\$4064.89		\$6,064.89

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 _____, 2024.

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary



CITY COUNCIL DATA SHEET

MEETING DATE: March 18, 2024

Regular Agenda

TOPIC:

Budget Amendments for the grant funding of Light rehab and TCLOES and expenditures related to the grants

BACKGROUND:

The grant for light rehab was approved. The funding is \$50,000 in revenues and we will have a 20% or \$10,000 in kind match for a total of \$60,000 in expenditures. The \$10,000 in kind will come from the General Fund – Public Works Salaries.

The Texas Law Enforcement Officer Standards and Education allocates a certain amount of funds to be sent on police officer education and training only. This year's allocation is \$6,064.89, an increase of \$4,064.89 in revenue. We will be increasing the revenue and the training expenditure by \$4,064.89.

RECOMMENDATION:

Staff recommends approval of the budget transfer.

ATTACHMENTS:

Exhibit A – Grant award letter
Exhibit B – LEOSE award letter

FUNDING ISSUES

☒ Not applicable
☐ Not budgeted
☐ Full amount already budgeted
☐ Funds to be transferred

SUBMITTING STAFF MEMBER
Rosa Donaire

FINANCE DIRECTOR APPROVAL ☒

CITY MANAGER APPROVAL: ☒



GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O. Box 13528 • Austin, TX 78711-3528

February 28, 2024

CITY OF MANVEL POLICE DEPARTMENT
6615 MASTERS RD
MANVEL TX 77578-4728

Vendor number: 17420251880-004

Texas Occupations Code, Section 1701.157, directs the Comptroller to make an annual allocation to qualified law enforcement agencies for expenses related to the continuing education of persons licensed under Chapter 1701, Occupations Code. This payment must be used, as necessary, to ensure the continuing education and training, as determined by the agency head, for full-time officers and law enforcement support personnel in your agency.

We are pleased to inform you the 88th Legislature approved an additional amount for the Law Enforcement Education Funds program. As a result, your agency's 2024 allocation has been increased to \$6,064.89

Total 2024 Allocation:	\$6,064.89
Less: Allocation Previously Received:	<u>\$2,732.95</u>
Additional Allocation Payment enclosed:	\$3,331.94

As a reminder, please complete and return the Texas Law Enforcement Officer Standards and Education (LEOSE) Fund Allocation Basis form (40-215) you received with your original payment to receive a distribution in 2025.

Please call us at 800-531-5441, ext. 3-4530, or 512-463-4530 if you have any questions or if we can be of assistance.

Enclosures

Rosa Donaire

To: Dan Johnson
Subject: RE: Notice of Award and Request for Information : MUNICIPAL GOVERNMENT LIGHTING CONVERSION TO LED LIGHTING – RFA-MUN-G1-2024

From: John Kyere <John.Kyere@cpa.texas.gov>

Sent: Friday, November 3, 2023 4:35 PM

To: bderoue@cityofmanvel.com; Dan Johnson <dan.johnson@cityofmanvel.com>; Adewale Taiwo <Adewale.Taiwo@cityofmanvel.com>

Subject: Notice of Award and Request for Information : MUNICIPAL GOVERNMENT LIGHTING CONVERSION TO LED LIGHTING – RFA-MUN-G1-2024

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon Wāle Taiwo,

Your application to the Texas State Energy Conservation Office (SECO) for reimbursable funding for the MUNICIPAL GOVERNMENT COMMUNITY OR RECREATION CENTER LIGHTING CONVERSION TO LED LIGHTING – RFA-MUN-G1-2024, has been reviewed and is now completed. I am happy to inform you that your application submitted for the interior and exterior lighting installation project has been selected to receive funding.

ACTION

To assist with drafting an agreement, please review and edit the budget allocation categories for your proposed spending below (this will be Attachment B in the contract).

Respond to this email by stating your estimated spending for each of the budget categories below. Note: total funding available to you is \$ 50,000.00 only.

BUDGET

Budget – The following Budget includes all costs for performing the lighting installation as described in the Agreement. SECO will not prepay any amounts. All costs in this Attachment B are not-to-exceed.

Personnel	\$ 0.00
Subcontract	\$ 0.00
Supplies and Materials	\$ 0.00
Equipment	\$ 0.00
TOTAL	\$ 50,000
Successful Applicant Provided Match (20% Match)	\$ 10,000.00

NOTE: please note that if you'll be utilizing a third-party electrical engineering or similar firm to install lighting retrofits, use "SUBCONTRACT" budget category. If you'll buy supplies & materials and perform installation using inhouse electricians, utilize "SUPPLIES & MATERIALS as well as PERSONNEL categories.

MATCH LETTER

Please provide the Match letter required for the 20% of the awarded amount of **\$10,000**. If you previously sent a Match Letter with your reimbursable grant application, you may update the match

letter with any changes and resend it to confirm the match to be provided. I've attached a sample match letter for your use.

AGREEMENT

After SECO has received your budget categories and Match Letter, a contract will be drafted, after which SECO will be contacting you within the next 5-7 business days to begin the Agreement signing process for the reimbursable grant.

Please do not incur any expenses connected to this project until an Agreement is fully executed between the Municipality and SECO. SECO shall NOT reimburse any expense(s) related to this project which were incurred before an agreement is fully executed.

Congratulations!

Sincerely,

John Kyere, CTCM, MA
Comptroller of Public Accounts
State Energy Conservation Office
Government Affairs & Programs Division
111 E 17th Street
Austin, TX 78701
Office: 512-463-4867
Email: john.kyere@cpa.texas.gov
<http://seco.cpa.texas.gov>



March 11, 2024

Belt Harris Pechacek, LLLP
3210 Bingle Road, Suite 300
Houston, TX 77055

This representation letter is provided in connection with your audit(s) of the financial statements of City of Manvel, Texas (the "City"), which comprise the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information as of September 30, 2023, and the respective changes in financial position and, where applicable, cash flows for the period then ended, and the related disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We understand that you prepared the trial balance for use during the audit and that your preparation of the trial balance was limited to formatting information into a working trial balance based on management's chart of accounts.

We understand that as part of your audit, you prepared the adjusting journal entries necessary to convert our cash basis records to the accrual basis of accounting and acknowledge that we have reviewed and approved those entries and accepted responsibility for them.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated March 11, 2021, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
2. The financial statements are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
3. We have participated in an exit conference conducted at the conclusion of the performance of the audit at either a designated meeting with management or at the presentation of the final audit report, whereby we have reviewed and approved all recommended audit adjustments by the auditor for the financial statements. Additionally, while at this exit conference, we have reviewed and approved the financial report as a whole.

4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
5. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
6. The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP.
7. Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
8. Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
9. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
10. Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

11. We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of City Council or summaries of actions of recent meetings for which minutes have not yet been prepared.
12. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
13. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
14. We have no knowledge of any fraud or suspected fraud that affects the City and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
15. We have no knowledge of any allegations of fraud or suspected fraud affecting the City's financial statements communicated by employees, former employees, regulators, or others.
16. We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.
17. We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.

18. We have disclosed to you the names of the City's related parties and all the related party relationships and transactions, including any side agreements.

Government—specific

19. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
20. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
21. We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
22. The City has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
23. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
24. We have appropriately disclosed all information for conduit debt obligations in accordance with GASB Statement No. 91.
25. We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
26. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
27. As part of your audit, you assisted with preparation of the financial statements and disclosures and attached journal entries. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures and attached journal entries.
28. The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
29. The City has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
30. The financial statements include all component units, appropriately present majority equity interests in legally separate organization and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
31. The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34, as amended.
32. All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
33. Components of net position (net investment in capital assets, restricted, and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
34. Investments are properly valued.
35. Provisions for uncollectible receivables have been properly identified and recorded.

36. Expenses have been appropriately classified in or allocated to functions and programs in the Statement of Activities, and allocations have been made on a reasonable basis.
37. Revenues are appropriately classified in the Statement of Activities within program revenues and general revenues.
38. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
39. Deposits and investment securities are properly classified as to risk and are properly disclosed.
40. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
41. We have appropriately disclosed the City's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position is properly recognized under the policy.
42. We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
43. We acknowledge our responsibility for the Required Supplementary Information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
44. With respect to the combining statements and schedules, we acknowledge our responsibility for presenting the combining statements and schedules in accordance with accounting principles generally accepted in the United States of America, and we believe the combining statements and schedules, including their form and content, are fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the combining statements and schedules have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
45. Direct borrowings and direct placements of debt have been properly separated from other debt and unused lines of credit, collateral pledged to secure debt, terms in debt agreements related to significant default or termination events with finance-related consequences, and significant subjective acceleration clauses have been properly disclosed.
46. With respect to leases to which the City is a party as a lessee or lessor, we have identified all leases subject to GASB Statement No. 87 and have evaluated those leases to determine if they collectively have a material impact on the City's financial statements. We concluded that the City's collective leases did not materially impact the City's financial statements and have provided a complete analysis of our leases that was the basis for this conclusion.
47. With respect to subscription-based information technology arrangements (SBITAs) to which the City is a party of an executed agreement, we have identified all SBITAs subject to GASB Statement No. 96 and have evaluated those SBITAs to determine if they collectively have a material impact on the City's financial statements. We concluded that the City's collective SBITAs did not materially impact the City's financial statements and have provided a complete analysis of our SBITAs that was the basis for this conclusion.

48. With respect to federal award programs, we received and expended less than \$750,000 in federal awards and, therefore, are not subject to provision of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Daniel S. Johnson, City Manager

Rosa Donaire, Finance Director

NONAUDIT SERVICES REVIEW AND ACCEPTANCE

As noted within the engagement letter under “Other Services”, Belt Harris Pechacek, LLLP has agreed to provide certain nonaudit services which are noted below. These nonaudit services do not constitute an audit in accordance with auditing standards generally accepted in the United States of America and will be performed in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. Management must assume all responsibilities related to the nonaudit services noted below. Management has agreed to oversee the nonaudit services by designating an individual with suitable skill, knowledge, or experience (SKE); evaluate the adequacy and results of the nonaudit services; and accept responsibility for them.

The nonaudit services that were provided are marked below. See subsequent page for recommended review procedures prior to signing the Client Representation Letter.

Mark "X" if nonaudit service was provided	Nonaudit Service	Comments
X	Preparation of financial statements and related notes	
X	Preparation of journal entries	
	Preparation of account reconciliations	
X	Updating/maintaining capital assets	
X	Pension/Other Postemployment Benefits (OPEB) calculations and adjustments	
	Debt refunding/cash defeasance calculations and adjustments	
X	Debt amortization schedules	
	Accreted interest schedules	
X	GASB 87 Leases	
X	GASB 96 SBITAs	

Nonaudit Services Basic Review Checklist

Below are recommended review procedures related to each applicable nonaudit service that was provided. The procedures listed below are recommendations and are not requirements.

1. Financial Statements and Related Notes:
 - Verify final balances on the working trial balance tie to those in financial software.
 - Verify fund balance/net position in financial software tie to what is reported on financial statements.
 - Tie applicable disclosures to supporting documents such as tying long-term debt disclosures to the entity's/financial advisor's debt schedules, tying pension balances to actuarial reporting packages, etc.
 - Tie budget balances in the financial statements to the entity's budget balances.
 - Read variance explanations in the management's discussion and analysis.
 - Review for a general understanding and request explanations where needed.
 - To obtain full, detailed disclosure checklists, log into account at www.auditbox.com; click on "1. Auditor Furnished Requests & Templates"; and download desired disclosure checklist.
2. Journal Entries:
 - Review for a general understanding and request explanations where needed.
 - Review account codes and account descriptions and provide replacement accounts codes where needed.
3. Account Reconciliations:
 - Review for a general understanding and request explanations where needed.
 - Tie data in reconciliation to entity data where applicable.
4. Capital Assets:
 - Review for a general understanding and request explanations where needed.
 - Verify all known additions and disposals are reflected on the capital asset worksheets.
 - Verify all construction in progress (CIP) projects that are outstanding as of fiscal year end are included in the CIP balance.
 - Verify all CIP projects that were completed during the fiscal year are shown as disposals under CIP and additions under the applicable category of capital assets elsewhere (i.e. infrastructure).
 - Verify all capital contributions from other entities (i.e. donations of capital assets, assets conveyed from developer, projects performed on behalf of the entity, etc.) are included.
 - Verify applicable capital asset balances in the note disclosure tie to those reported elsewhere in the financial report.
5. Pension/OPEB:
 - Review for a general understanding and request explanations where needed.
 - Tie applicable balances and disclosures to actuarial valuations and reporting packages provided by the actuary/plan.
 - Verify applicable pension/OPEB balances in the note disclosures tie to those reported elsewhere in the financial report.
6. Debt Refunding/Cash Defeasance:
 - Review for a general understanding and request explanations where needed.
 - Tie applicable balances to the closing memo/bond documents provided by financial advisor/bond counsel.
 - Tie revised/updated debt schedules provided by the financial advisors to the long-term debt schedules in the notes to the financial statements and balances reported elsewhere in the financial statements.
7. Debt Amortization Schedules:
 - Review for a general understanding and request explanations where needed.
 - Tie balances on schedules to applicable debt records such as closing memos.
 - Tie ending balances as of fiscal year end to amounts reported in financial statements.
8. Accreted Interest Schedules:
 - Review for a general understanding and request explanations where needed.
 - Tie balances on schedules to applicable debt records such as official statements.
 - Tie ending balances as of fiscal year end to amounts reported in financial statements.
9. GASB 87 Leases:
 - Review for a general understanding and request explanations where needed.
 - Tie inputs used in the calculations to the related lease agreements.
 - Review note disclosure for accuracy and tie applicable amounts to agreements and calculations.
10. GASB 96 SBITAs:
 - Review for a general understanding and request explanations where needed.
 - Tie inputs used in the calculations to the related software agreements.
 - Review note disclosure for accuracy and tie applicable amounts to agreements and calculations.

Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1		2.2.03		
Adjusting journal entries provided by the client.				
10.00.2000	Accounts Payable		303.51	
10.10.5240	Minor Tools & Equipment		741.18	
10.30.5040	Workers Compensation		22.60	
10.40.5040	Workers Compensation		205.64	
10.50.5040	Workers Compensation		9,244.35	
10.80.5040	Workers Compensation		17.65	
10.90.5040	Workers Compensation		4,934.35	
40.00.2000	Accounts Payable		1,466.95	
40.10.5040	Workers Compensation		33.13	
50.00.1124	AR Miscellaneous		206,265.11	
50.00.2001	Payables - Payroll		323.22	
50.91.7507	Surface Water Rights Acquisition		283,866.92	
50.91.7511	Municipal Complex		140,151.65	
50.91.7530	IT Project		10,000.00	
50.91.7532	Wastewater Improvements		353,162.85	
63.00.2000	Accounts Payable		913.96	
90.00.1130	A/R Sales Tax		112,232.19	
10.00.2004	Payables - TML Insurance			12,255.87
10.00.2011	Payroll Taxes Payable			1,258.82
10.07.4811	Other Income			303.51
10.20.5240	Minor Tools & Equipment			185.09
10.25.5040	Workers Compensation			33.23
10.70.5040	Workers Compensation			1,432.76
40.00.2004	FY18 TML Payable			33.13
40.07.4811	Other Income			1,466.95
50.00.1402	Prepaid			283,866.92
50.00.2000	Accounts Payable			493,200.53
50.07.4811	Other Income			216,702.30
63.07.4811	Other Income			913.96
90.02.4030	Sales Tax Revenue			112,232.19
Total			1,123,885.26	1,123,885.26
Adjusting Journal Entries JE # 2		C.05		
Adjustment to reclass payables owed to MEDC.				
10.00.2900	Accounts Payable Pending		112,232.19	
10.00.2900	Accounts Payable Pending		120,232.14	
10.00.2190	Due To MEDC			232,464.33
Total			232,464.33	232,464.33

Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 3				
		I.05a		
Adjustment to reclass bond proceeds to bond issuance costs and bond premium.				
50.07.4830	Bond Proceeds		1,608,836.83	
50.91.7105	Bond Issuance Costs		288,552.47	
50.07.4831	Bond Premium			1,897,389.30
Total			1,897,389.30	1,897,389.30
Adjusting Journal Entries JE # 4				
		H.01		
To adjust for capital asset additions within the internal service fund and enterprise fund.				
12.00.1710	Vehicles		176,522.47	
40.00.1700	Construction in Progress		1,154,846.96	
40.00.1720	Fixed Assets-Machine Equipment		142,015.00	
40.00.1750	Plant and Improvements		345,501.52	
12.91.6030	Capital Outlay - Vehicle			176,522.47
40.00.1790	Land			
40.08.4971	Contributed Capital			1,500,348.48
40.54.6030	Capital Outlay - Vehicle			142,015.00
Total			1,818,885.95	1,818,885.95
Adjusting Journal Entries JE # 5				
		H.01		
To adjust for depreciation expense within the internal service fund and enterprise fund.				
12.10.6370	Depreciation Expense		147,757.00	
40.54.8410	Depreciation Expense		372,565.00	
12.00.1800	Accumulated Depreciation			147,757.00
40.00.1800	Accumulated Depreciation			372,565.00
Total			520,322.00	520,322.00
Adjusting Journal Entries JE # 6				
		H.01		
To adjust for disposal of sale of capital assets within the internal service fund.				
12.00.1800	Accumulated Depreciation		86,054.00	
12.07.4815	Gain on Sale of Asset Disposal		27,595.00	
12.00.1710	Vehicles			113,649.00
Total			113,649.00	113,649.00
Adjusting Journal Entries JE # 7				
		F.03		
To adjust compensated absences liability within the enterprise fund.				
40.10.5200	OPEB expense		7,496.00	
40.00.2590	Compensated Absences Payable			7,496.00
Total			7,496.00	7,496.00

Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 8		F.06		
To record GASB 68 within the enterprise fund.				
40.00.2515	Deferred Outflows		40,708.00	
40.00.2516	Deferred Inflows		16,109.00	
40.10.5041	Pension Expense		21,481.00	
40.00.2100	Net Pension Liability			78,298.00
Total			78,298.00	78,298.00
Adjusting Journal Entries JE # 9		C.01		
To adjust property tax receivables.				
10.00.1110	Property Taxes Receivable		2,129.90	
10.00.2600	Deferred Property Tax		952.22	
30.00.1110	Property Taxes Receivable		5,753.68	
30.00.1121	P & I Receivable		907.90	
30.00.2300	Deferred Revenue-Ad Valorem		403.65	
10.00.1121	P & I Receivable			349.64
10.00.1122	Allowance For Uncoll Prop Tax			2,465.69
10.00.2600	Deferred Property Tax			266.79
30.00.1122	Allowance For Uncoll Prop Tax			4,925.87
30.00.2300	Deferred Revenue-Ad Valorem			2,139.36
Total			10,147.35	10,147.35
Adjusting Journal Entries JE # 10		C.10		
Adjustment for the TIRZ sales tax portion.				
10.02.4031	Sales Tax Rebate		35,107.31	
80.00.1015	Claim On Cash		35,107.31	
81.95.8587	Transfer Out - SMDA Fund		35,107.31	
10.00.1015	Claim On Cash			35,107.31
80.09.4961	Transfer In - TIRZ #3			35,107.31
81.02.4030	Sales Tax Revenues			35,107.31
Total			105,321.93	105,321.93

Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 11		C.18		
Adjustment to franchise fee accruals.				
10.00.1015	Claim On Cash		20,668.34	
10.00.1132	A/R Franchise Fees		159,757.22	
60.00.1120	Accounts Receivable		20,668.34	
67.00.1126	A/R PEG Fees		3,813.95	
67.00.1126	A/R PEG Fees		3,813.95	
10.00.1124	A/R Miscellaneous			20,668.34
10.03.4102	Electric Franchise Fees			97,523.78
10.03.4103	Cable Franchise Fees			14,050.80
10.03.4103	Cable Franchise Fees			14,050.80
10.03.4105	Solid Waste Franchise Fees			34,131.84
60.00.1015	Claim On Cash			20,668.34
67.03.4110	PEG Fees			3,813.95
67.03.4110	PEG Fees			3,813.95
Total			208,721.80	208,721.80
Adjusting Journal Entries JE # 12		D.02		
Adjustment to book unbilled utility billings.				
40.00.1120	Accounts Receivable		220,935.68	
40.08.4301	Water Revenue			131,225.18
40.08.4302	Wastewater Revenue			89,710.50
Total			220,935.68	220,935.68

DRAFT

Required Auditor Disclosure Letter Conclusion of Audit

March 11, 2024

To the Honorable Mayor and
City Council Members of the
City of Manvel, Texas:

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Manvel, Texas (the “City”) for the year ended September 30, 2023. Professional standards require that we provide the City Council (the “governing body”) with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter previously sent at the start of the annual audit. Professional standards also require that we communicate to the governing body the following information related to our audit.

I. Significant Audit Matters

1. Qualitative Aspects of Accounting Practices

- A. Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in the notes to the financial statements. As described in the notes to the financial statements, the City changed accounting policies related to accounting for the use of information technology arrangements by adopting Governmental Accounting Standards Board Statement No. 96, *Subscription-Based Information Technology Arrangements* (SBITAs), in fiscal year 2023. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.
- B. Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management’s estimate of the useful lives of capital assets is based on industry standards relating to capital assets. We evaluated the key factors and assumptions used to develop the useful lives of capital assets in determining that they are reasonable in relation to the financial statements taken as a whole.

Estimates are used in the calculation of the pension liability and the required annual contribution. The Texas Municipal Retirement System (TMRS) hires a licensed actuary to make key assumptions and to perform calculations, as well as an independent auditor to review those assumptions and calculations. We evaluated the reasonableness of the employee data provided by the City to TMRS.

- C. The financial statement disclosures are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of long-term debt in the financial statements is significant to financial statement users because it discloses the City's long-term financial obligations.

2. Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

3. Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The attached schedule summarizes both material and immaterial misstatements detected as a result of our audit procedures. Management has corrected all misstatements.

4. Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

5. Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 11, 2024.

6. Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

7. Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

8. *Changes in Risk Assessment*

No changes in risk assessment were noted in the completion of the audit as previously communicated in our planning letter.

II. Other Matters

We applied certain limited procedures to the Required Supplementary Information (RSI), as identified on the table of contents, which supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on supplementary information, as identified on the table of contents, which accompanies the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section, which accompanies the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

III. Restrictions on Use

This information is intended solely for the use of the Mayor, City Council, and management and is not intended to be, and should not be, used by anyone other than these specified parties.

 **DRAFT**
Belt Harris Pechacek, LLLP

Belt Harris Pechacek, LLLP
Certified Public Accountants
Houston, Texas

DRAFT

Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1		2.2.03		
Adjusting journal entries provided by the client.				
10.00.2000	Accounts Payable		303.51	
10.10.5240	Minor Tools & Equipment		741.18	
10.30.5040	Workers Compensation		22.60	
10.40.5040	Workers Compensation		205.64	
10.50.5040	Workers Compensation		9,244.35	
10.80.5040	Workers Compensation		17.65	
10.90.5040	Workers Compensation		4,934.35	
40.00.2000	Accounts Payable		1,466.95	
40.10.5040	Workers Compensation		33.13	
50.00.1124	AR Miscellaneous		206,265.11	
50.00.2001	Payables - Payroll		323.22	
50.91.7507	Surface Water Rights Acquisition		283,866.92	
50.91.7511	Municipal Complex		140,151.65	
50.91.7530	IT Project		10,000.00	
50.91.7532	Wastewater Improvements		353,162.85	
63.00.2000	Accounts Payable		913.96	
90.00.1130	A/R Sales Tax		112,232.19	
10.00.2004	Payables - TML Insurance			12,255.87
10.00.2011	Payroll Taxes Payable			1,258.82
10.07.4811	Other Income			303.51
10.20.5240	Minor Tools & Equipment			185.09
10.25.5040	Workers Compensation			33.23
10.70.5040	Workers Compensation			1,432.76
40.00.2004	FY18 TML Payable			33.13
40.07.4811	Other Income			1,466.95
50.00.1402	Prepaid			283,866.92
50.00.2000	Accounts Payable			493,200.53
50.07.4811	Other Income			216,702.30
63.07.4811	Other Income			913.96
90.02.4030	Sales Tax Revenue			112,232.19
Total			1,123,885.26	1,123,885.26
Adjusting Journal Entries JE # 2		C.05		
Adjustment to reclass payables owed to MEDC.				
10.00.2900	Accounts Payable Pending		112,232.19	
10.00.2900	Accounts Payable Pending		120,232.14	
10.00.2190	Due To MEDC			232,464.33
Total			232,464.33	232,464.33

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Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 3				
		I.05a		
Adjustment to reclass bond proceeds to bond issuance costs and bond premium.				
50.07.4830	Bond Proceeds		1,608,836.83	
50.91.7105	Bond Issuance Costs		288,552.47	
50.07.4831	Bond Premium			1,897,389.30
Total			1,897,389.30	1,897,389.30
Adjusting Journal Entries JE # 4				
		H.01		
To adjust for capital asset additions within the internal service fund and enterprise fund.				
12.00.1710	Vehicles		176,522.47	
40.00.1700	Construction in Progress		1,154,846.96	
40.00.1720	Fixed Assets-Machine Equipment		142,015.00	
40.00.1750	Plant and Improvements		345,501.52	
12.91.6030	Capital Outlay - Vehicle			176,522.47
40.00.1790	Land			
40.08.4971	Contributed Capital			1,500,348.48
40.54.6030	Capital Outlay - Vehicle			142,015.00
Total			1,818,885.95	1,818,885.95
Adjusting Journal Entries JE # 5				
		H.01		
To adjust for depreciation expense within the internal service fund and enterprise fund.				
12.10.6370	Depreciation Expense		147,757.00	
40.54.8410	Depreciation Expense		372,565.00	
12.00.1800	Accumulated Depreciation			147,757.00
40.00.1800	Accumulated Depreciation			372,565.00
Total			520,322.00	520,322.00
Adjusting Journal Entries JE # 6				
		H.01		
To adjust for disposal of sale of capital assets within the internal service fund.				
12.00.1800	Accumulated Depreciation		86,054.00	
12.07.4815	Gain on Sale of Asset Disposal		27,595.00	
12.00.1710	Vehicles			113,649.00
Total			113,649.00	113,649.00
Adjusting Journal Entries JE # 7				
		F.03		
To adjust compensated absences liability within the enterprise fund.				
40.10.5200	OPEB expense		7,496.00	
40.00.2590	Compensated Absences Payable			7,496.00
Total			7,496.00	7,496.00

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Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 8				
		F.06		
To record GASB 68 within the enterprise fund.				
40.00.2515	Deferred Outflows		40,708.00	
40.00.2516	Deferred Inflows		16,109.00	
40.10.5041	Pension Expense		21,481.00	
40.00.2100	Net Pension Liability			78,298.00
Total			78,298.00	78,298.00
Adjusting Journal Entries JE # 9				
		C.01		
To adjust property tax receivables.				
10.00.1110	Property Taxes Receivable		2,129.90	
10.00.2600	Deferred Property Tax		952.22	
30.00.1110	Property Taxes Receivable		5,753.68	
30.00.1121	P & I Receivable		907.90	
30.00.2300	Deferred Revenue-Ad Valorem		403.65	
10.00.1121	P & I Receivable			349.64
10.00.1122	Allowance For Uncoll Prop Tax			2,465.69
10.00.2600	Deferred Property Tax			266.79
30.00.1122	Allowance For Uncoll Prop Tax			4,925.87
30.00.2300	Deferred Revenue-Ad Valorem			2,139.36
Total			10,147.35	10,147.35
Adjusting Journal Entries JE # 10				
		C.10		
Adjustment for the TIRZ sales tax portion.				
10.02.4031	Sales Tax Rebate		35,107.31	
80.00.1015	Claim On Cash		35,107.31	
81.95.8587	Transfer Out - SMDA Fund		35,107.31	
10.00.1015	Claim On Cash			35,107.31
80.09.4961	Transfer In - TIRZ #3			35,107.31
81.02.4030	Sales Tax Revenues			35,107.31
Total			105,321.93	105,321.93

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Client: **City of Manvel, Texas**
Engagement: **4.1 - Manvel 09/30/2023**
Period Ending: **9/30/2023**
Trial Balance: **2.2.01 - TB**
Workpaper: **2.5.06 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 11		C.18		
Adjustment to franchise fee accruals.				
10.00.1015	Claim On Cash		20,668.34	
10.00.1132	A/R Franchise Fees		159,757.22	
60.00.1120	Accounts Receivable		20,668.34	
67.00.1126	A/R PEG Fees		3,813.95	
67.00.1126	A/R PEG Fees		3,813.95	
10.00.1124	A/R Miscellaneous			20,668.34
10.03.4102	Electric Franchise Fees			97,523.78
10.03.4103	Cable Franchise Fees			14,050.80
10.03.4103	Cable Franchise Fees			14,050.80
10.03.4105	Solid Waste Franchise Fees			34,131.84
60.00.1015	Claim On Cash			20,668.34
67.03.4110	PEG Fees			3,813.95
67.03.4110	PEG Fees			3,813.95
Total			208,721.80	208,721.80
Adjusting Journal Entries JE # 12		D.02		
Adjustment to book unbilled utility billings.				
40.00.1120	Accounts Receivable		220,935.68	
40.08.4301	Water Revenue			131,225.18
40.08.4302	Wastewater Revenue			89,710.50
Total			220,935.68	220,935.68

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ANNUAL FINANCIAL REPORT

of the

CITY OF MANVEL, TEXAS

**For the Year Ended
September 30, 2023**

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CITY OF MANVEL, TEXAS

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INTRODUCTORY SECTION

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CITY OF MANVEL, TEXAS

PRINCIPAL OFFICIALS

September 30, 2023

City Officials	Elective Position
Dan Davis	Mayor
David Lands	Council Member
Harry Opliger	Council Member
Ed Perry	Council Member
Jerome Hudson	Council Member
Larry Akery	Council Member
Crystal Sarmiento	Council Member

Key Staff	Position
Daniel Johnson	City Manager
Rosie Danaire	Director of Finance
Bobby Gervais	City Attorney
Tammy Bell	City Secretary
Keith Traylor	Police Chief
Robbie Hall	Public Works Director
Chad Dumont	Personnel Director
Brooke Cyphers	Public Information Officer

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FINANCIAL SECTION

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INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and
City Council Members of the
City of Manvel, Texas:

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Manvel, Texas (the "City"), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of September 30, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibility of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, budgetary comparison information, schedule of changes in net pension and total other postemployment benefits liability and related ratios, and schedules of contributions, identified as Required Supplementary Information on the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining statements and schedules are presented for purposes of additional analysis and are not required parts of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial

statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory section but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

 **DRAFT**
BELT HARRIS PECHACEK, LLP

Belt Harris Pechacek, LLP
Certified Public Accountants
Houston, Texas
March 11, 2024

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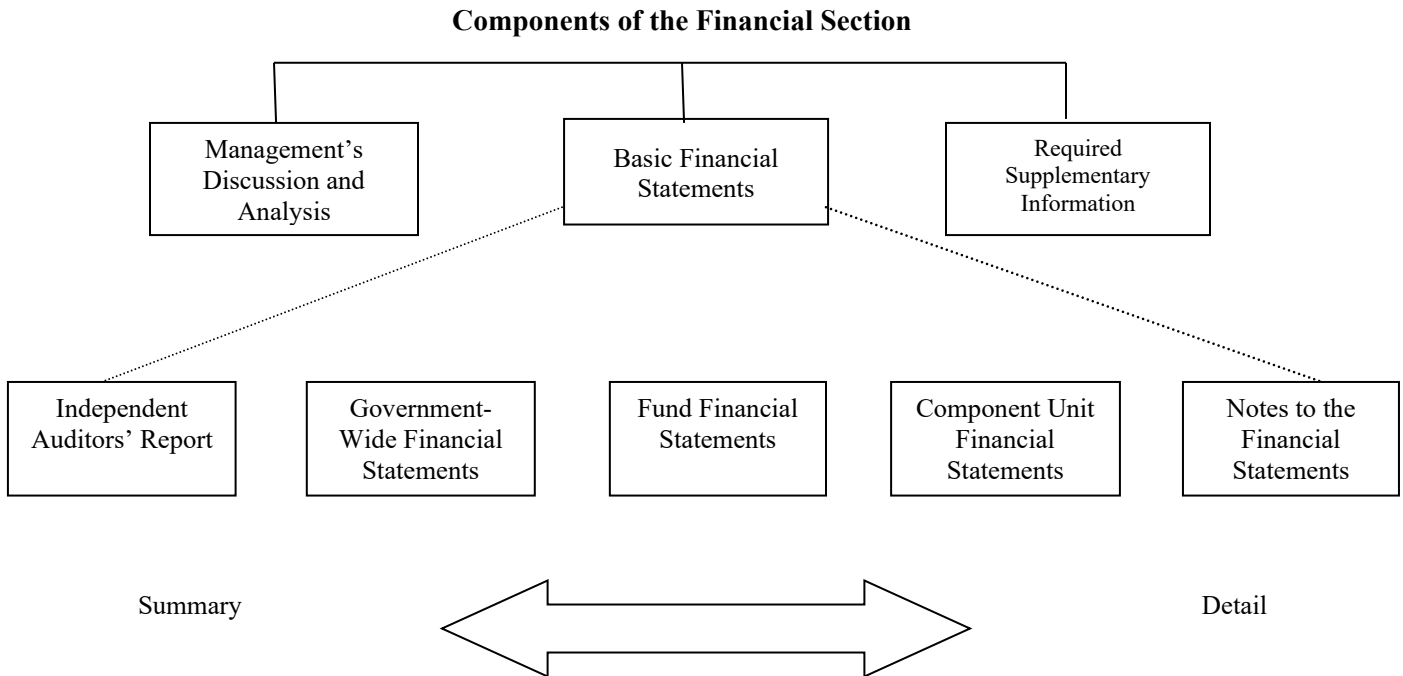
***MANAGEMENT'S DISCUSSION
AND ANALYSIS***

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CITY OF MANVEL, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2023

The purpose of the Management's Discussion and Analysis (MD&A) is to give the readers an objective and easily readable analysis of the financial activities of the City of Manvel, Texas (the "City") for the year ended September 30, 2023. The analysis is based on currently known facts, decisions, or economic conditions. It presents short and long-term analysis of the City's activities, compares current year results with those of the prior year, and discusses the positive and negative aspects of that comparison. Please read the MD&A in conjunction with the City's financial statements, which follow this section.

THE STRUCTURE OF OUR ANNUAL REPORT



The City's basic financial statements include (1) government-wide financial statements, (2) individual fund financial statements, and (3) notes to the financial statements. This report also includes supplementary information intended to furnish additional detail to support the basic financial statements themselves.

Government-Wide Statements

The government-wide statements report information for the City as a whole. These statements include transactions and balances relating to all assets, including infrastructure capital assets. These statements are designed to provide information about cost of services, operating results, and financial position of the City as an economic entity. The Statement of Net Position and the Statement of Activities, which appear first in the City's financial statements, report information on the City's activities that enable the reader to understand the financial condition of the City. These statements are prepared using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account even if cash has not yet changed hands.

The Statement of Net Position presents information on all of the City's assets, liabilities, and deferred outflows/inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. Other nonfinancial factors, such as the City's property tax base and the condition of the City's infrastructure, need to be considered in order to assess the overall health of the City.

CITY OF MANVEL, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
For the Year Ended September 30, 2023

The Statement of Activities presents information showing how the City's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows using the accrual method rather than modified accrual that is used in the fund level statements.

The Statement of Net Position and the Statement of Activities divide the City's financials into two classes of activities:

1. *Governmental Activities* – Most of the City's basic services are reported here including general government; public safety; public works; municipal court; information technology; and library, parks, and recreation. Interest payments on the City's debt are also reported here. Sales tax, property tax, franchise fees, municipal court fines, and permit fees finance most of these activities.
2. *Business-Type Activities* – Services involving a fee for those services are reported here. These services include the City's water distribution and wastewater collection/treatment.

The government-wide financial statements include not only the City itself (known as the primary government), but also a legally separate economic development corporation, for which the City is financially accountable. Financial information for this component unit is reported separately from the financial information presented for the primary government itself.

The government-wide financial statements can be found after the MD&A.

FUND FINANCIAL STATEMENTS

Funds may be considered as operating companies of the parent corporation, which is the City. They are usually segregated for specific activities or objectives. The City uses fund accounting to ensure and demonstrate compliance with finance related legal reporting requirements. The two categories of City funds are governmental and proprietary.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City maintains 14 individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the general fund, the debt service fund, and the capital projects fund, which are considered to be major funds for reporting purposes.

CITY OF MANVEL, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
For the Year Ended September 30, 2023

The City adopts an annual appropriated budget for its general fund, debt service fund, hotel taxes fund, court security fund, court technology fund, TIRZ No. 3 fund, South Manvel Development Authority fund, community impact fund, law enforcement fund, park fund, the public education government (PEG) fees fund, municipal jury fund, and truancy prevention fund. Budgetary comparison schedules have been provided for these funds to demonstrate compliance with the budgets.

Proprietary Funds

The City maintains two types of proprietary funds. The enterprise fund is used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses the enterprise fund to account for its water distribution and wastewater collection/treatment. The proprietary fund financial statements provide separate information for the water distribution and wastewater collection/treatment operations. The proprietary fund financial statements can be found in the basic financial statements of this report.

The City also uses an internal service fund to account for vehicle and equipment replacement costs. This internal service fund has been included within governmental activities in the government-wide financial statements.

Notes to Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes are the last section of the basic financial statements.

Other Information

In addition to basic financial statements, MD&A, and accompanying notes, this report also presents certain Required Supplementary Information (RSI). The RSI includes a budgetary comparison schedule for the general fund and schedules of changes in net pension and total other postemployment benefits liability and related ratios and schedule of contributions for the Texas Municipal Retirement System. RSI can be found after the notes to the basic financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the City's financial position. Assets and deferred outflows of resources exceed liabilities and deferred inflows of resources by \$38,118,037 as of year end for the primary government. A portion of the City's net position, 59%, reflects its investments in capital assets (e.g., land, buildings, equipment, streets, and drainage systems) less any debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the assets themselves cannot be used to liquidate these liabilities.

CITY OF MANVEL, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
For the Year Ended September 30, 2023

Statement of Net Position

The following table reflects the condensed Statement of Net Position:

	Governmental Activities		Business-Type Activities		Reconciliation		Reconciled Total Primary Government	
	2023	2022	2023	2022	2023	2022	2023	2022
Current and other assets	\$ 61,915,111	\$ 27,898,118	\$ 1,564,784	\$ 1,126,464	\$ -	\$ -	\$ 63,479,895	\$ 29,024,582
Capital assets, net	20,842,353	19,713,314	15,302,758	14,032,960	-	-	36,145,111	33,746,274
Total Assets	82,757,464	47,611,432	16,867,542	15,159,424	-	-	99,625,006	62,770,856
Deferred charge on refunding	4,075	5,433	-	-	-	-	4,075	5,433
Deferred outflows - pensions	811,939	455,707	61,223	20,515	-	-	873,162	476,222
Deferred outflows - OPEB	27,226	32,399	-	-	-	-	27,226	32,399
Total Deferred Outflows of Resources	843,240	493,539	61,223	20,515	-	-	904,463	514,054
Long-term liabilities	55,389,971	21,666,020	108,728	22,934	-	-	55,498,699	21,688,954
Other liabilities	6,522,597	6,380,129	237,246	252,899	-	-	6,759,843	6,633,028
Total Liabilities	61,912,568	28,046,149	345,974	275,833	-	-	62,258,542	28,321,982
Deferred inflows - pensions	91,706	397,653	6,915	23,024	-	-	98,621	420,677
Deferred inflows - OPEB	54,269	10,082	-	-	-	-	54,269	10,082
Total Deferred Inflows of Resources	145,975	407,735	6,915	23,024	-	-	152,890	430,759
Net Position:								
Net investment in capital assets	9,616,479	8,603,733	15,302,758	14,032,960	(2,528,927)	(3,381,987)	22,390,310	19,254,706
Restricted	6,105,067	6,445,693	-	-	-	-	6,105,067	6,445,693
Unrestricted	5,820,615	4,601,661	1,273,118	848,122	2,528,927	3,381,987	9,622,660	8,831,770
Total Net Position	\$ 21,542,161	\$ 19,651,087	\$ 16,575,876	\$ 14,881,082	\$ -	\$ -	\$ 38,118,037	\$ 34,532,169

A portion of the primary government's net position, \$6,105,067, represents resources that are subject to restrictions on how they may be used. The remaining balance of unrestricted net position, \$9,622,660, may be used to meet the City's ongoing obligation to citizens and creditors.

Net position increased by \$3,585,868 compared to the prior year. Total current fiscal year assets increased by \$36,854,150 from the prior fiscal year. This increase in total assets includes an increase in capital assets of \$2,398,837 and an increase in current and other assets of \$34,455,313, which was primarily due to proceeds from debt issuances that were unspent at the end of the fiscal year. Total liabilities increased by \$33,936,560 from the prior year, which was primarily due to the issuance of debt. There was an increase in deferred outflows of resources and a decrease in deferred inflows of resources, which was primarily due to the change in deferred outflows and inflows that are related to the City's net pension liability.

CITY OF MANVEL, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
For the Year Ended September 30, 2023

Statement of Activities

The following table provides a summary of the City's changes in net position:

	Governmental Activities		Business-Type Activities		Total Primary Government	
	2023	2022	2023	2022	2023	2022
Revenues						
Program revenues:						
Charges for services	\$ 4,030,062	\$ 4,863,237	\$ 2,011,611	\$ 1,648,816	\$ 6,041,673	\$ 6,512,053
Operating grants and contributions	306,527	-	-	-	306,527	-
General revenues:						
Property taxes	8,510,353	6,496,144	-	-	8,510,353	6,496,144
Sales taxes	2,471,754	2,218,512	-	-	2,471,754	2,218,512
Other taxes and fees	860,435	709,416	-	-	860,435	709,416
Investment earnings	2,010,475	188,428	-	-	2,010,475	188,428
Other revenues	24,933	117,303	-	-	24,933	117,303
Total Revenues	18,214,539	14,593,040	2,011,611	1,648,816	20,226,150	16,241,856
Expenses						
General government	5,217,693	4,355,799	-	-	5,217,693	4,355,799
Public safety	4,846,541	4,380,747	-	-	4,846,541	4,380,747
Public works	2,612,606	1,992,306	-	-	2,612,606	1,992,306
Library, parks, and recreation	93,327	89,761	-	-	93,327	89,761
Information technology	507,310	542,234	-	-	507,310	542,234
Interest and fiscal agent fees on long-term debt	1,545,640	587,771	-	-	1,545,640	587,771
Water and sewer	-	-	1,817,165	1,685,774	1,817,165	1,685,774
Total Expenses	14,823,117	11,948,618	1,817,165	1,685,774	16,640,282	13,634,392
Increase (Decrease) in Net Position Before Transfers	3,391,422	2,644,422	194,446	(36,958)	3,585,868	2,607,464
Transfers in (out)	(1,500,348)	(2,910,231)	1,500,348	2,910,231	-	-
Change in Net Position	1,891,074	(265,809)	1,694,794	2,873,273	3,585,868	2,607,464
Beginning net position	19,651,087	19,916,896	14,881,082	12,007,809	34,532,169	31,924,705
Ending Net Position	\$ 21,542,161	\$ 19,651,087	\$ 16,575,876	\$ 14,881,082	\$ 38,118,037	\$ 34,532,169

For the year ended September 30, 2023, revenues from governmental activities totaled \$18,214,539. Current fiscal year revenues increased by \$3,621,499. The net change in revenues included a significant increase in property tax revenues of \$2,014,209 due to an increase in the assessed values of properties within the City along with an increase in property tax rates and an increase in investment earnings of \$1,822,047 due to higher interest rates earned on investments. The net increase in revenues also includes a significant decrease in revenues for charges for services of \$833,175 primarily due to less revenues received for permits.

CITY OF MANVEL, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
For the Year Ended September 30, 2023

For the year ended September 30, 2023, expenses for governmental activities totaled \$14,823,117. Total expenses increased \$2,874,499 compared to the prior year, which can be attributed primarily to increases in personnel costs and interests expense from debt.

Business-type activities net position increased by \$1,694,794. Current year revenues increased \$362,795 compared to the prior year mainly due to an increase in total billings related to an increase in utility billing rates. Current year expenses increased by \$131,391 primarily due to an increase in costs related to maintenance on the water and wastewater infrastructure.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, fund accounting is used to demonstrate and ensure compliance with finance-related legal requirements.

Governmental Funds – The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the City's net resources available for spending at the end of the year.

The City's governmental funds reflect a combined fund balance of \$54,818,645. Of this, \$433,354 is restricted for debt service, \$1,110,758 is restricted by enabling legislation, \$1,014,928 is restricted for a tax increment reinvestment zone, \$43,577,063 is restricted for capital projects, \$210,964 is restricted for special projects, \$291,798 is committed for road maintenance, \$23,189 is nonspendable in the form of prepaid items, and \$8,156,591 is unassigned.

The general fund had an increase in fund balance of \$31,719. The general fund reported a fund balance of \$8,471,578 at year end. The general fund fund balance makes up approximately 67% of the annual general fund expenditures. Compared to the prior year, revenues increased \$500,149 which was mainly due to an increase in property tax revenues related to an increase in the assessed values of properties within the City along with an increase in property tax rates. Expenditures increased \$1,066,434 compared to the prior year. Expenditures primarily increased due to an increase in personnel cost. The change in general fund balance also included transfers from nonmajor funds of \$576,010 for reimbursement of services for the South Manvel Development Authority and transfers to the capital projects fund of \$450,000.

The debt service fund had a decrease in fund balance of \$2,105, which is due to property tax revenues collected being less than the debt service payments.

The capital projects fund had a fund balance of \$43,577,063, which was an increase of \$33,753,157 compared to the prior year due mainly to an increase from proceeds related to debt issuances.

Proprietary Funds – The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

GENERAL FUND BUDGETARY HIGHLIGHTS

Actual revenues were less than the final budgeted revenues by a net \$749,998, which is primarily due to less licenses and permits revenues than expected. General fund expenditures were less than the final budget by \$1,020,707 during the year due primarily to positive budget variances in expenditures for general government, public safety, public works, and information technology.

CITY OF MANVEL, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
For the Year Ended September 30, 2023

CAPITAL ASSETS

At the end of the year, the City's governmental and business-type activities had invested \$36,145,111 in a variety of capital assets and infrastructure (net of accumulated depreciation). This represents a net increase of \$2,398,837 from the prior year.

Major capital asset events during the year included the following:

- Construction in progress for the City's municipal complex of \$646,226
- Purchase of City equipment and vehicles of \$675,777
- Wastewater improvements of \$1,109,896

More detailed information about the City's capital assets is presented in note III.C. to the financial statements.

LONG-TERM DEBT

At the end of the current year, the City had total general obligation bonds and certificates of obligation of \$51,495,000. Of this amount, \$710,000 represents general obligation bonds and \$50,785,000 represents certificates of obligation.

More detailed information about the City's long-term liabilities is presented in note III.D. to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The City Council approved a \$15,228,534 general fund budget for the 2023-2024 fiscal year. The tax rate adopted for the fiscal year 2023-2024 budget will be \$0.56 per \$100 in property valuation, which is a \$0.01 decrease from fiscal year 2022-2023. The budget will raise more revenue from property taxes than last year's budget by approximately \$3,018,875 due to an increase in property values.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the City's finances. Questions concerning this report or requests for additional financial information should be directed to the Finance Director, City of Manvel, 20025 Highway 6, Manvel, Texas 77578 or by telephone at 281.489.0630.

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BASIC FINANCIAL STATEMENTS

CITY OF MANVEL, TEXAS

STATEMENT OF NET POSITION

September 30, 2023

Primary Government

	Governmental Activities	Business-Type Activities	Reconciliation	Total
Assets				
Cash and cash equivalents	\$ 17,425,979	\$ 985,182	\$ -	\$ 18,411,161
Receivables, net	1,141,009	392,665	-	1,533,674
Due from other governments	-	4,091	-	4,091
Prepaid items	23,189	-	-	23,189
Restricted assets:				
Cash and investments	43,324,934	182,846	-	43,507,780
Total Current Assets	61,915,111	1,564,784	-	63,479,895
Noncurrent assets:				
Nondepreciable	13,647,289	6,257,492	-	19,904,781
Net depreciable	7,195,064	9,045,266	-	16,240,330
Total Noncurrent Assets	20,842,353	15,302,758	-	36,145,111
Total Assets	82,757,464	16,867,542	-	99,625,006
Deferred Outflows of Resources				
Deferred charge on refunding	4,075	-	-	4,075
Deferred outflows - pensions	811,939	61,223	-	873,162
Deferred outflows - OPEB	27,226	-	-	27,226
Total Deferred Outflows of Resources	843,240	61,223	-	904,463
Liabilities				
Accounts payable and accrued liabilities	866,891	54,400	-	921,291
Customer deposits	-	182,846	-	182,846
Accrued interest payable	252,066	-	-	252,066
Due to component unit	232,464	-	-	232,464
Unearned revenue	5,171,176	-	-	5,171,176
Total Current Liabilities	6,522,597	237,246	-	6,759,843
Noncurrent liabilities:				
Long-term liabilities due within one year	2,038,565	10,216	-	2,048,781
Long-term liabilities due in more than one year	53,351,406	98,512	-	53,449,918
Total Noncurrent Liabilities	55,389,971	108,728	-	55,498,699
Total Liabilities	61,912,568	345,974	-	62,258,542
Deferred Inflows of Resources				
Deferred inflows - pensions	91,706	6,915	-	98,621
Deferred inflows - OPEB	54,269	-	-	54,269
Total Deferred Inflows of Resources	145,975	6,915	-	152,890
Net Position				
Net investment in capital assets	9,616,479	15,302,758	(2,528,927)	22,390,310
Restricted for:				
Debt service	202,238	-	-	202,238
Enabling legislation	1,110,758	-	-	1,110,758
Tax increment reinvestment zone	1,014,928	-	-	1,014,928
Special projects	210,964	-	-	210,964
Capital projects	3,566,179	-	-	3,566,179
Manvel Economic Development Corporation	-	-	-	-
Unrestricted	5,820,615	1,273,118	2,528,927	9,622,660
Total Net Position	\$ 21,542,161	\$ 16,575,876	\$ -	\$ 38,118,037

See Notes to Financial Statements.

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Component
Unit
Manvel
Economic
Dev. Corp.

\$	5,788,328
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-

232,464

-

79,479

6,100,271

-

-

-

6,100,271

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6,100,271

-

\$	6,100,271
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CITY OF MANVEL, TEXAS

STATEMENT OF ACTIVITIES

For the Year Ended September 30, 2023

Functions/Programs	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
Primary Government			
Governmental Activities			
General government	\$ 5,217,693	\$ -	\$ -
Public safety	4,846,541	272,548	2,171
Public works	2,612,606	3,757,514	304,356
Library, parks, and recreation	93,327	-	-
Information technology	507,310	-	-
Interest and fiscal agent fees on long-term debt	1,545,640	-	-
Total Governmental Activities	<u>14,823,117</u>	<u>4,030,062</u>	<u>306,527</u>
Business-Type Activities			
Water and sewer	<u>1,817,165</u>	<u>2,011,611</u>	<u>-</u>
Total Business-Type Activities	<u>1,817,165</u>	<u>2,011,611</u>	<u>-</u>
Total Primary Government	<u>\$ 16,640,282</u>	<u>\$ 6,041,673</u>	<u>\$ 306,527</u>
Component Unit			
Manvel Economic Development Corporation	\$ 10,460	\$ -	\$ -
Total Component Unit	<u>\$ 10,460</u>	<u>\$ -</u>	<u>\$ -</u>
General Revenues:			
Taxes			
Property taxes			
Sales taxes			
Other taxes and fees			
Investment earnings			
Other revenues			
Transfers			
Total General Revenues and Transfers			
Change in Net Position			
Beginning net position			
Ending Net Position			

See Notes to Financial Statements.

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Net (Expense) Revenue and Changes in Net Position			Component Unit
Primary Government			Manvel Economic Dev. Corp.
Governmental Activities	Business-Type Activities	Total	
\$ (5,217,693)	\$ -	\$ (5,217,693)	\$ -
(4,571,822)	-	(4,571,822)	-
1,449,264	-	1,449,264	-
(93,327)	-	(93,327)	-
(507,310)	-	(507,310)	-
(1,545,640)	-	(1,545,640)	-
(10,486,528)	-	(10,486,528)	-
-	194,446	194,446	-
-	194,446	194,446	-
(10,486,528)	194,446	(10,292,082)	-
-	-	-	(10,460)
-	-	-	(10,460)
8,510,353	-	8,510,353	-
2,471,754	-	2,471,754	1,235,877
860,435	-	860,435	-
2,010,475	-	2,010,475	201,215
24,933	-	24,933	-
(1,500,348)	1,500,348	-	-
12,377,602	1,500,348	13,877,950	1,437,092
1,891,074	1,694,794	3,585,868	1,426,632
19,651,087	14,881,082	34,532,169	4,673,639
\$ 21,542,161	\$ 16,575,876	\$ 38,118,037	\$ 6,100,271

CITY OF MANVEL, TEXAS

BALANCE SHEET

GOVERNMENTAL FUNDS

September 30, 2023

	General	Debt Service	Capital Projects	Nonmajor Governmental
<u>Assets</u>				
Cash and cash equivalents	\$ 10,676,326	\$ 432,950	\$ 3,250,381	\$ 2,312,858
Restricted cash and cash equivalents	-	-	43,324,934	-
Receivables, net	875,608	21,354	219,565	24,482
Prepaid items	23,189	-	-	-
Total Assets	\$ 11,575,123	\$ 454,304	\$ 46,794,880	\$ 2,337,340
<u>Liabilities</u>				
Accounts payable and accrued liabilities	\$ 788,487	\$ -	\$ 71,916	\$ 690
Unearned revenue	2,025,275	-	3,145,901	-
Due to other governments	232,464	-	-	-
Total Liabilities	3,046,226	-	3,217,817	690
<u>Deferred Inflows of Resources</u>				
Unavailable revenue - property taxes	57,319	20,950	-	-
Total Deferred Inflows of Resources	57,319	20,950	-	-
<u>Fund Balances</u>				
Nonspendable:				
Prepaid items	23,189	-	-	-
Restricted for:				
Debt service	-	433,354	-	-
Enabling legislation	-	-	-	1,110,758
Tax increment reinvestment zone	-	-	-	1,014,928
Capital projects	-	-	43,577,063	-
Special projects	-	-	-	210,964
Committed for:				
Road maintenance	291,798	-	-	-
Unassigned	8,156,591	-	-	-
Total Fund Balances	8,471,578	433,354	43,577,063	2,336,650
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 11,575,123	\$ 454,304	\$ 46,794,880	\$ 2,337,340

See Notes to Financial Statements.

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**Total
Governmental
Funds**

\$	16,672,515
	43,324,934
	1,141,009
	23,189
\$	61,161,647

\$	861,093
	5,171,176
	232,464
	6,264,733

	78,269
	78,269

23,189

433,354
1,110,758
1,014,928
43,577,063
210,964

	291,798
	8,156,591
	54,818,645

\$	61,161,647
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CITY OF MANVEL, TEXAS
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
September 30, 2023

Total fund balances – total governmental funds \$ 54,818,645

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not current financial resources and, therefore, not reported in the governmental funds.

Capital assets – nondepreciable	13,647,289
Capital assets – net depreciable	6,443,395

The issuance of long-term debt (e.g., bonds, certificates of obligation, etc.) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued; whereas, these amounts are deferred and amortized in the Statement of Activities.

Deferred charge on refunding	4,075
Accrued interest	(252,066)
Noncurrent liabilities due in one year	(2,038,565)
Noncurrent liabilities due in more than one year	(52,043,105)

Other long-term assets are not available to pay for current period expenditures and, therefore, are reported as unavailable revenue in the governmental funds. 78,269

An internal service fund is used by management to charge the costs of certain capital assets and maintenance to individual funds. The assets and liabilities of the internal service fund are included in the governmental activities in the Statement of Net Position. 1,499,335

Some items reported in the Statement of Net Position do not require the use of current financial resources and, therefore, are not reported within governmental funds.

Net pension liability	(1,219,244)
Total OPEB liability	(89,057)
Deferred outflows - pensions	811,939
Deferred outflows - OPEB	27,226
Deferred inflows - pensions	(91,706)
Deferred inflows - OPEB	(54,269)

Net Position of Governmental Activities	\$ 21,542,161
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See Notes to Financial Statements.

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CITY OF MANVEL, TEXAS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended September 30, 2023

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Nonmajor Governmental</u>
<u>Revenues</u>				
Property taxes	\$ 4,758,544	\$ 3,001,726	\$ -	\$ 749,032
Sales taxes	2,436,647	-	-	35,107
Other taxes and fees	765,361	-	-	95,074
Charges for services	12,588	-	-	86,087
Licenses and permits	3,658,839	-	-	-
Fines and forfeitures	239,953	-	-	32,595
Intergovernmental	2,171	-	304,356	-
Investment earnings	616,912	49,374	1,320,384	23,805
Other revenues	24,933	-	-	-
Total Revenues	<u>12,515,948</u>	<u>3,051,100</u>	<u>1,624,740</u>	<u>1,021,700</u>
<u>Expenditures</u>				
Current:				
General government	5,148,591	-	-	74,408
Public safety	4,843,573	-	-	-
Public works	2,017,438	-	-	-
Library, parks, and recreation	93,327	-	-	-
Information technology	507,310	-	-	-
Capital outlay	-	-	3,559,793	-
Debt service:				
Principal	-	2,050,000	-	-
Interest and fiscal charges	-	1,003,205	-	-
Issuance costs	-	-	423,086	-
Total Expenditures	<u>12,610,239</u>	<u>3,053,205</u>	<u>3,982,879</u>	<u>74,408</u>
<u>Other Financing Sources (Uses)</u>				
Transfers in	576,010	-	683,907	1,051,983
Transfers (out)	(450,000)	-	-	(1,861,900)
Bond proceeds	-	-	33,530,000	-
Bond premium	-	-	1,897,389	-
Total Other Financing Sources (Uses)	<u>126,010</u>	<u>-</u>	<u>36,111,296</u>	<u>(809,917)</u>
Net Change in Fund Balances	31,719	(2,105)	33,753,157	137,375
Beginning fund balances	8,439,859	435,459	9,823,906	2,199,275
Ending Fund Balances	<u>\$ 8,471,578</u>	<u>\$ 433,354</u>	<u>\$ 43,577,063</u>	<u>\$ 2,336,650</u>

See Notes to Financial Statements.

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**Total
Governmental
Funds**

\$ 8,509,302
2,471,754
860,435
98,675
3,658,839
272,548
306,527
2,010,475
24,933

18,213,488

5,222,999
4,843,573
2,017,438
93,327
507,310
3,559,793

2,050,000
1,003,205
423,086

19,720,731

2,311,900
(2,311,900)
33,530,000
1,897,389

35,427,389

33,920,146

20,898,499

\$ 54,818,645

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CITY OF MANVEL, TEXAS
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2023

Net changes in fund balances - total governmental funds \$ 33,920,146

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital additions from capital outlay, net of disposals	3,321,502
Capital contributions to enterprise fund	(1,500,348)
Depreciation expense	(693,285)

Revenues in the Statement of Activities that do not provide current financial resources and are not reported as revenues in the funds.

Net change in unavailable revenue - property taxes	1,051
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The issuance of long-term debt (e.g., bonds, leases, certificates of obligation) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when they are first issued, whereas these amounts are deferred and amortized in the Statement of Activities.

Bond issuance	(33,530,000)
Premium	(1,897,389)
Amortization of premium	59,754
Amortization of deferred charge	(1,358)
Accrued interest	(177,745)
Principal payments	2,050,000

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds. These adjustments reflect the net changes in pension and other postemployment benefits activity and compensated absences.

Net pension liability	(437,949)
Total OPEB liability	34,671
Deferred outflows - pensions	356,232
Deferred outflows - OPEB	(5,173)
Deferred inflows - pensions	305,947
Deferred inflows - OPEB	(44,187)
Compensated absences	(3,038)

An internal service fund is used by management to charge the costs of certain capital assets and maintenance to individual funds. The net revenue (expense) is reported with governmental activities.

132,243

Change in Net Position of Governmental Activities	\$ 1,891,074
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See Notes to Financial Statements.

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CITY OF MANVEL, TEXAS
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
September 30, 2023

	Business-Type Activities Enterprise	Governmental Activities Internal Service
<u>Assets</u>		
Current assets:		
Cash and cash equivalents	\$ 985,182	\$ 753,464
Receivables, net	392,665	-
Due from other governments	4,091	-
Total Current Assets	1,381,938	753,464
Restricted cash and cash equivalents:		
Customer deposits	182,846	-
Noncurrent assets:		
Capital assets:		
Land	4,418,536	-
Construction in progress	1,838,956	-
Water/sewer system	12,188,070	-
Machinery and equipment	460,363	1,583,528
Less: accumulated depreciation	(3,603,167)	(831,859)
Total Noncurrent Assets	15,302,758	751,669
Total Assets	16,867,542	1,505,133
<u>Deferred Outflows of Resources</u>		
Deferred outflows - pensions	61,223	-
<u>Liabilities</u>		
Current liabilities:		
Accounts payable and accrued liabilities	54,400	5,798
Customer deposits	182,846	-
Total Current Liabilities	237,246	5,798
Noncurrent liabilities:		
Net pension liability	91,936	-
Long-term debt due in one year	10,216	-
Long-term debt due in more than one year	6,576	-
Total Noncurrent Liabilities	108,728	-
Total Liabilities	345,974	5,798
<u>Deferred Inflows of Resources</u>		
Deferred inflows - pensions	6,915	-
<u>Net Position</u>		
Net investment in capital assets	15,302,758	751,669
Unrestricted	1,273,118	747,666
Total Net Position	\$ 16,575,876	\$ 1,499,335

See Notes to Financial Statements.

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CITY OF MANVEL, TEXAS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
For the Year Ended September 30, 2023

	Business-Type Activities	Governmental Activities
	Enterprise	Internal Service
<u>Operating Revenues</u>		
Water charges	\$ 1,061,151	\$ -
Sewer charges	633,952	-
Other revenues	316,508	280,000
Total Operating Revenues	2,011,611	280,000
<u>Operating Expenses</u>		
Personnel services	572,577	-
Utilities	139,682	-
Supplies	260,789	-
Repair and maintenance	471,552	-
Depreciation	372,565	147,757
Total Operating Expenses	1,817,165	147,757
Operating Income	194,446	132,243
Income Before Contributions	194,446	132,243
<u>Contributions</u>		
Capital contributions	1,500,348	-
Total Contributions	1,500,348	-
Change in Net Position	1,694,794	132,243
Beginning net position	14,881,082	1,367,092
Ending Net Position	\$ 16,575,876	\$ 1,499,335

See Notes to Financial Statements.

CITY OF MANVEL, TEXAS
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS (Page 1 of 2)
For the Year Ended September 30, 2023

	<u>Business-Type Activities Enterprise</u>	<u>Governmental Activities Internal Service</u>
<u>Cash Flows from Operating Activities</u>		
Receipts from customers and users	\$ 1,766,288	\$ 280,000
Payments to suppliers	(857,641)	-
Payments to employees	(572,577)	-
Net Cash Provided by Operating Activities	<u>336,070</u>	<u>280,000</u>
<u>Cash Flows from Capital and Related Financing Activities</u>		
Acquisition and construction of capital assets	(142,015)	(170,724)
Proceeds from sale of assets	-	27,595
Net Cash (Used) by Capital and Related Financing Activities	<u>(142,015)</u>	<u>(143,129)</u>
Net Increase in Cash and Cash Equivalents	194,055	136,871
Beginning cash and cash equivalents	<u>973,973</u>	<u>616,593</u>
Ending Cash and Cash Equivalents	<u><u>\$ 1,168,028</u></u>	<u><u>\$ 753,464</u></u>
Ending Cash and Cash Equivalents:		
Unrestricted cash and cash equivalents	\$ 985,182	\$ 753,464
Restricted cash and cash equivalents	<u>182,846</u>	<u>-</u>
Total Ending Cash and Cash Equivalents	<u><u>\$ 1,168,028</u></u>	<u><u>\$ 753,464</u></u>

CITY OF MANVEL, TEXAS
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS (Page 2 of 2)
For the Year Ended September 30, 2023

	<u>Business-Type Activities</u> <u>Enterprise</u>	<u>Governmental Activities</u> <u>Internal Service</u>
<u>Reconciliation of Operating Income (Loss)</u>		
<u>to Net Cash Provided (Used) by Operating Activities</u>		
Operating income	\$ 194,446	\$ 132,243
Adjustments to Reconcile Operating Income		
to Net Cash Provided		
by Operating Activities:		
Depreciation	372,565	147,757
Changes in Operating Assets and Liabilities:		
(Increase) Decrease in:		
Accounts receivable	(224,139)	-
Prepaid items	24	-
Deferred outflows - pensions	(40,708)	-
Increase (Decrease) in:		
Accounts payable and accrued liabilities	(47,807)	-
Net pension liability	78,298	-
Customer deposits	19,500	-
Deferred inflows - pensions	(16,109)	-
Net Cash Provided by Operating Activities	<u>\$ 336,070</u>	<u>\$ 280,000</u>
Noncash Investing Activities:		
Capital contributions	<u>\$ 1,500,348</u>	<u>\$ -</u>

See Notes to Financial Statements.

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CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS
For the Year Ended September 30, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Manvel (the “City”) is a political subdivision of the State of Texas (the “State”) and is considered a primary government. The voters elected on May 14, 2011 to adopt a Home Rule Charter for the City, and the election was canvassed on May 23, 2011. The municipal government provided by the Charter shall be known as a “Council-Manager” form of government. Pursuant to the provisions of, and subject only to the limitations imposed by, the state constitution, state laws, and the charter, all powers of the City shall be vested in an elective council, hereinafter referred to as the “City Council” or the “Council”, which consists of a mayor and six Council members. The Council, by majority vote of the entire Council, shall appoint a City manager, who shall be the chief administrative officer of the City. The City appointed a full-time City manager on January 16, 2012.

The City provides the following services: public safety; public works; library, parks, and recreation; information technology; water and sewer; economic development; and general administrative services.

The City is an independent political subdivision of the State and is considered a primary government. As required by generally accepted accounting principles, these basic financial statements have been prepared based on considerations regarding the potential for inclusion of other entities, organizations, or functions as part of the City’s financial reporting entity. The component units as listed below, although legally separate, are considered part of the reporting entity. No other entities have been included in the City’s reporting entity. Additionally, as the City is considered a primary government for financial reporting purposes, its activities are not considered a part of any other governmental or other type of reporting entity.

Considerations regarding the potential for inclusion of other entities, organizations, or functions in the City’s financial reporting entity are based on criteria prescribed by generally accepted accounting principles. These same criteria are evaluated in considering whether the City is a part of any other governmental or other type of reporting entity. The overriding elements associated with prescribed criteria considered in determining that the City’s financial reporting entity status is that of a primary government are that it has a separately elected governing body, it is a legally separate entity, and it is fiscally independent of other state and local governments. Additionally, prescribed criteria under generally accepted accounting principles include considerations pertaining to organizations for which the primary government is financially accountable, and considerations pertaining to 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.

Discretely Presented Component Units

Manvel Economic Development Corporation

The Manvel Economic Development Corporation (the “Corporation”) has been included in the reporting entity as a discretely presented component unit. The mission of the Corporation is to promote economic development within the City and surrounding areas. In 1998, the City’s voters authorized a 0.5% increase in the City’s sales tax rate to provide funding for the Corporation. The Board of Directors (the “Board”) of the Corporation is appointed and may be terminated by City Council. The Board is comprised of seven directors elected to serve two-year terms. The Corporation is required to prepare an annual budget that is approved by City Council. As a discretely presented component unit, the Corporation is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the City.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Manvel Cultural Education Facilities Finance Corporation

The Manvel Cultural Education Facilities Finance Corporation (MCEFFC) was organized on September 23, 2002 pursuant to the Texas Cultural Education Facilities Finance Corporation Act. The members of the Board are appointed by City Council. The MCEFFC does not pass an annual budget and has a September 30 year end. The MCEFFC issues bonds to finance or refinance educational facilities. The borrower receives a more favorable interest rate, and the MCEFFC receives a fee for issuing these bonds. These bonds are limited obligations of the MCEFFC, payable solely from revenues received by the MCEFFC pursuant to a loan agreement by and between the MCEFFC and the borrower, as further secured by a deed of trust on certain real property of the borrower securing payments under such loan agreements. Therefore, the MCEFFC has no responsibility for the payment of this debt. The related loan agreements and bonds payable have not been recorded in the financial statements of the City. The only activity reported in the financial statements of the City are fees relating to issuance of the debt obligations. These fees are reported in the City's general fund. The City did not report any activities for the MCEFFC during fiscal year 2023.

Manvel Education Facilities Corporation

The Manvel Education Facilities Corporation (MEFC) was organized on June 12, 2001 pursuant to the Higher Education Authority Act. The members of the Board are appointed by City Council. The MEFC does not pass an annual budget and has a September 30 year end. The MEFC issues bonds to finance or refinance educational facilities. The borrower receives a more favorable interest rate, and the MEFC receives a fee for issuing these bonds. These bonds are limited obligations of the MEFC, payable solely from revenues received by the MEFC pursuant to a loan agreement by and between the MEFC and the borrower, as further secured by a deed of trust on certain real property of the borrower securing payments under such loan agreements. Therefore, the MEFC has no responsibility for the payment of this debt. The related loan agreements and bonds payable have not been recorded in the financial statements of the City. The only activity reported in the financial statements of the City are fees relating to issuance of the debt obligations. These fees are reported in the City's general fund. The City did not report any activities for the MEFC during fiscal year 2023.

Blended Component Units

Tax Increment Reinvestment Zone Number Three

During fiscal year 2010, the City passed an ordinance creating a tax increment reinvestment zone ("TIRZ No. 3"), in accordance with Section 311.005 of the Texas Tax Code. TIRZ No. 3 consists of approximately 2,403.78 acres, which will be developed into the Seven Oaks/Meridiana Project. TIRZ No. 3 will provide the financing and management tools needed to help stimulate the development of commercial and residential areas within TIRZ No. 3. TIRZ No. 3 is managed by a five member Board, of which the City Council appoints positions one through four and position five is appointed by Brazoria County. TIRZ No. 3 has a life of 40 years and has committed 50% of its sales tax and 100% of its property tax, less cost of service, for the duration, or until dissolved by the City. Brazoria County has committed 40% of its property tax beginning in 2013 (unless an earlier date is agreed to) for a period of 30 years from the first year payment.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

South Manvel Development Authority

Upon the recommendation of the TIRZ No. 3 Board, the City Council authorized the submission of an application for formation of the South Manvel Development Authority (SMDA). SMDA is organized for the purpose of aiding, assisting, and acting on behalf of the City in the performance of its governmental functions to promote the common good and general welfare of the area included in TIRZ No. 3, as such boundaries may be amended from time to time, and neighboring areas and to promote, develop, encourage, and maintain housing, educational facilities, employment, commerce, and economic development in the City. SMDA was created on February 14, 2011, pursuant to the provisions of Subchapter D of Chapter 431, Texas Transportation Code, and Chapter 394, Texas Local Government Code. All powers of SMDA shall be vested in a board comprised of the same five Board members as TIRZ No. 3.

B. Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all nonfiduciary activities of the primary government and its component units. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, and other nonexchange transactions, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges to external customers for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

C. Basis of Presentation – Government-Wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds, while business-type activities incorporate data from the City's enterprise funds. Separate financial statements are provided for governmental funds and proprietary funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes where the amounts are reasonably equivalent in value to the interfund services provided and other charges between the City's water and wastewater functions and various other functions of the City. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

D. Basis of Presentation – Fund Financial Statements

The fund financial statements provide information about the City's funds, including its blended component units. Separate statements for each fund category – governmental and proprietary – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

The City reports the following governmental funds:

The *general fund* is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues include local property taxes, sales taxes, franchise fees, licenses and permits, fines and forfeitures, and intergovernmental revenue. Expenditures include general government; public safety; public works; library, parks, and recreation; and information technology. The general fund is always considered a major fund for reporting purposes.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

The *debt service fund* is used to account for the payment of interest and principal on all general obligation bonds and other long-term debt of the City. The primary source of revenue for debt service is local property taxes. The debt service fund is considered a major fund for reporting purposes.

The *capital projects fund* is used to account for the expenditures of resources accumulated from the sales of bonds, as well as related interest earnings for capital improvement projects. The capital projects fund is considered a major fund for reporting purposes.

The *special revenue funds* are used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The special revenue funds include hotel taxes, court security, court technology, TIRZ No. 3, South Manvel Development Authority, community impact, law enforcement, park, public education government (PEG) fee, municipal jury, and truancy prevention funds. These funds are considered nonmajor funds for reporting purposes.

The City reports the following proprietary fund:

The *enterprise fund* is used to account for the operations that provide water and wastewater collection and wastewater treatment operations. The services are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis will be financed or recovered primarily through user charges. The enterprise fund is considered a major fund for reporting purposes.

Additionally, the City reports the following fund type:

The *internal service fund* accounts for services provided to other departments of the City, or to other governments, on a cost reimbursement basis. The internal service fund is used to account for vehicle and equipment costs.

During the course of operations, the City has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements, these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

E. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

current financial resources or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide and proprietary fund financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under leases are reported as other financing sources.

Property taxes, sales taxes, franchise fees, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the City.

F. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

1. Cash and Cash Equivalents

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. For the purpose of the statement of cash flows, the proprietary fund types consider temporary investments with maturity of three months or less when purchased to be cash equivalents.

2. Investments

Investments, except for certain investment pools, commercial paper, money market funds, and investment contracts, are reported at fair value. The investment pools operate in accordance with appropriate state laws and regulations and are reported at amortized cost. Money market funds, which are short-term highly liquid debt instruments that may include U.S. Treasury and agency obligations and commercial paper that have a remaining maturity of one year or less upon acquisition, are reported at amortized cost. Investments in nonparticipating interest earning contracts, such as certificates of deposit, are reported at cost.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

The City has adopted a written investment policy regarding the investment of its funds as defined in the Public Funds Investment Act, Chapter 2256, Texas Government Code. In summary, the City is authorized to invest in the following:

- Direct obligations of the U.S. Government or U.S. Government agencies
- Fully collateralized certificates of deposit
- Money market mutual funds that meet certain criteria
- Bankers' acceptances
- Statewide investment pools

3. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods (prepaid expenditures) and are recognized as expenditures when utilized.

4. Restricted Assets

Certain proceeds of bonds, as well as other resources set aside for specific purposes, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants or contractual agreements. Restricted assets of the capital projects fund, enterprise fund, and the Corporation are restricted by bond covenants, customers deposits, and contractual agreements.

5. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. In accordance with GASB Statement No. 34, infrastructure has been capitalized retroactively. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of three years. Major road improvements of \$50,000 or more are also recorded as capital assets. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Interest costs incurred in connection with construction of enterprise fund capital assets are capitalized when the effects of capitalization materially impact the financial statements.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property, plant, and equipment of the primary government are depreciated using the straight-line method over the following estimated useful years.

<u>Asset Description</u>	<u>Estimated Useful Life</u>
Machinery and equipment	5 to 7 years
Buildings, improvements, and roads	10 to 60 years
Water and sewer system	55 years

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

6. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

Deferred outflows/inflows of resources are amortized as follows:

- Deferred outflows/inflows from pension/other postemployment benefits (OPEB) activities are amortized over the average of the expected service lives of pension/OPEB plan members, except for the net differences between the projected and actual investment earnings on the pension/OPEB plan assets, which are amortized over a period of five years.
- For employer pension/OPEB plan contributions that were made subsequent to the measurement date through the end of the City's fiscal year, the amount is deferred and recognized as a reduction to the net pension/OPEB liability during the measurement period in which the contributions were made.
- A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

At the fund level, the City has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes. This amount is deferred and recognized as an inflow of resources in the period that the amount becomes available.

7. Interfund Activity

Interfund activity results from loans, services provided, reimbursements, or transfers between funds. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidations. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund, and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers in and transfers out are netted and presented as a single "Transfers" line on the government-wide Statement of Activities. Similarly, interfund receivables and payables are netted and presented as a single "Internal Balances" line in the government-wide Statement of Net Position.

8. Compensated Employee Absences

It is the City's policy to permit employees to accumulate earned but unused personal leave on a monthly basis up to a maximum of two times the employee's current accrual rate. Accrual rates are based upon the years of service. Compensatory time not used can also be accumulated. Non-exempt employees may accrue compensatory time in lieu of being paid overtime compensation. Public safety employees are subject to a 480 hours cap on the accrual of compensatory time. Other employees are subject to a cap of 240 hours. Personal leave and compensatory time amounts accumulated may be paid to employees upon termination of employment or at retirement.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

The estimated amount of compensation for services provided that is expected to be liquidated with expendable, available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it when it becomes due. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable, available financial resources are maintained separately and represent a reconciling item between the fund and government-wide presentations.

9. Long-Term Obligations

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method, if material. Bonds payable are reported net of applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

The property tax rate is allocated each year between the general and debt service funds. The full amount estimated to be required for debt service on general obligation debt is provided by the tax along with interest earned in the debt service fund. Though a portion of the general obligation debt was directly related to the purchase of water and sewer infrastructure, the debt service expenditures are included in the governmental fund financial statements as they are expected to be paid from debt service tax revenues instead of water system revenues.

10. Leases

The City is a lessee for noncancellable leases of equipment. The City would recognize a lease liability and an intangible, right-to-use lease asset (the “lease asset”) in the government-wide financial statements for the noncancellable leases of equipment. The City’s leases are immaterial to the financial statements as a whole and are not recognized as a lease liability or a lease asset. The total payments on the lease of equipment are reported as operational cost.

The City is a lessor for a noncancellable lease of City property. The City would recognize a lease receivable and deferred inflows of resources from leases in the general fund and governmental activities for the noncancellable lease of City property. The City’s lease receivable and deferred inflows of resources from leases are immaterial to the financial statement as a whole and not reported. The City’s lease receipts for the lease of City property is reported as revenue in the general fund.

11. Subscription-Based Information Technology Arrangements

The City has noncancellable subscription-based information technology arrangements (SBITAs) to finance the use of information technology software. The City would recognize a liability (the “subscription liability”) and an intangible, right-to-use subscription asset (the “subscription asset”) in the government-wide financial statements. The City’s SBITAs to report are immaterial to the financial statements as a whole and are not recognized as a subscription liability or a subscription asset.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

12. Net Position Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

13. Fund Balance Flow Assumptions

Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

13. Fund Balance Policies

Fund balances of governmental funds are reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The City itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

Amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact are classified as nonspendable fund balance. Amounts that are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions are classified as restricted.

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. The City Council is the highest level of decision-making authority for the City that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet the criteria to be classified as committed. The City Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

14. Estimates

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements and

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

15. Pensions

For the purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS fiduciary net position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

16. Other Postemployment Benefits

The City participates in defined benefit group-term life insurance plan administered by TMRS known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. Benefit payments are treated as being equal to the employer's yearly contributions for retirees. Benefit payments and refunds are due and payable in accordance with the benefit terms. Information about the City's total OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB expenses is provided by TMRS from reports prepared by their consulting actuary.

G. Revenues and Expenditures/Expenses

1. Program Revenues

Amounts reported as *program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

2. Property Taxes

Property taxes are levied on October 1 of each year, are due upon receipt of the City's tax bill, and become delinquent on February 1 of the following year. The City's tax lien exists from January 1 (the assessment date) each year until the taxes are paid.

3. Proprietary Funds Operating and Nonoperating Revenues and Expenses

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund are charges to customers for sales and services. The enterprise fund also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for the enterprise fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Annual budgets are adopted on a basis consistent with generally accepted accounting principles except the capital projects fund, which adopts a project length budget. The original budget is adopted by the City Council prior to the beginning of the year. The legal level of control as defined by the charter in the approved budget is the department level. The City Manager may transfer appropriations within a department without seeking the approval of City Council. Appropriations lapse at the end of the year. Encumbrance accounting is not utilized.

A. Expenditures in Excess of Appropriations

For the year ended September 30, 2023, expenditures exceeded appropriations at the legal level of control for the following expenditures in the general fund and truancy prevention nonmajor fund.

General fund		
Library, parks, and recreation	\$	1,027
Truancy prevention nonmajor fund		
General government	\$	5,272

III. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

As of September 30, 2023, the City had the following investments:

<u>Investment Type</u>	<u>Value</u>	<u>Weighted Average Maturity (Years)</u>
TexPool	\$ 2,023,156	0.07
TexSTAR	10,475,197	0.03
LOGIC	51,591,782	0.11
Total Value	\$ 64,090,135	
Portfolio weighted average maturity		0.09

Interest rate risk. In accordance with its investment policy, the City manages its exposure to declines in fair values by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations.

Credit risk. The City's investment policy limits investments in public fund investment pools rated as to investment quality not less than 'AAA' or 'AAA-m', or at an equivalent rating by at least one nationally recognized rating service. As of September 30, 2023, the City's investments in investment pools were rated 'AAA' or 'AAAm' by Standard & Poor's.

Custodial credit risk – deposits. In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City's investment policy requires funds on deposit at the depository bank to be collateralized by securities. As of fiscal year end, the fair market values of pledged securities and FDIC coverage were more than the bank balances.

TexPool

TexPool was established as a trust company with the Treasurer of the State as trustee, segregated from all other trustees, investments, and activities of the trust company. The State Comptroller of Public Accounts exercises oversight responsibility over TexPool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Additionally, the State Comptroller has established an advisory board composed of both participants in TexPool and other persons who do not have a business relationship with TexPool. The advisory board members review the investment policy and management fee structure. Finally, Standard & Poor's rates TexPool 'AAAm'. As a requirement to maintain the rating, weekly portfolio information must be submitted to Standard & Poor's, as well as to the office of the Comptroller of Public Accounts for review.

TexPool is an external investment pool measured at amortized cost. In order to meet the criteria to be recorded at amortized cost, TexPool must transact at a stable net asset value per share and maintain certain maturity, quality, liquidity, and diversification requirements within TexPool. TexPool transacts at a net asset value of \$1.00 per share, has weighted average maturities of 60 days or less, and weighted average lives of 120 days or less. Investments held are highly rated by nationally recognized statistical rating organizations, have no more than 5% of portfolio with one issuer (excluding U.S. government securities), and can meet reasonably foreseeable redemptions. TexPool has a redemption notice period of one day and may redeem daily. TexPool's authority may only impose restrictions on redemptions in the event of a general suspension of trading on major securities markets, general banking moratorium, or national state of emergency that affects TexPool's liquidity.

TexSTAR

The Texas Short-Term Asset Reserve Fund (TexSTAR) is a local government investment pool organized under the authority of the Interlocal Cooperation Act, Chapter 791, Texas Government Code, and the Public Funds Investment Act, Chapter 2256, Texas Government Code. TexSTAR was created in April 2002 by contract among its participating governmental units and is governed by a board of directors. JPMorgan Fleming Asset Management (USA), Inc. and First Southwest Asset Management, Inc. act as co-administrators, providing investment management services, participant services, and marketing. JPMorgan Chase Bank and/or its subsidiary, J.P. Morgan Investor Services, Inc., provide custodial, transfer agency, fund accounting, and depository services.

TexSTAR is measured at amortized cost. TexSTAR's strategy is to seek preservation of principal, liquidity, and current income through investment in a diversified portfolio of short-term marketable securities. The City has no unfunded commitments related to TexSTAR. TexSTAR has a redemption notice period of one day and may redeem daily. TexSTAR's authorities may only impose restrictions on redemptions in the event of a general suspension of trading on major securities markets, general banking moratorium, or national state of emergency that affects TexSTAR's liquidity.

LOGIC

The Local Government Investment Cooperative (LOGIC) was created in 1994 by Texas local government officials who understand the specific needs and challenges of investing public funds. LOGIC is administered by Hilltop Securities and JPMorgan Chase. Together these organizations bring to the LOGIC program the powerful partnership of two leaders in financial services with a proven track record in local government investment pool management and extensive industry resources. LOGIC was rated AAA by Standard & Poor's.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

B. Receivables

The following comprise receivable balances at September 30, 2023:

	Governmental Funds				Proprietary Fund	Component Unit
	General	Debt Service	Capital Projects	Nonmajor Governmental	Enterprise	Manvel Economic Dev. Corp.
Accounts	\$ -	\$ -	\$ 219,565	\$ -	\$ 423,831	\$ -
Property taxes	128,879	53,084	-	-	-	-
Sales taxes	697,393	-	-	-	-	232,464
Hotel occupancy taxes	-	-	-	20,668	-	-
Franchise fees	119,944	-	-	3,814	-	-
Less allowances	(70,608)	(31,730)	-	-	(31,166)	-
Total	\$ 875,608	\$ 21,354	\$ 219,565	\$ 24,482	\$ 392,665	\$ 232,464

C. Capital Assets

A summary of changes in capital assets for governmental activities for the year ended September 30, 2023 is as follows:

	Beginning Balance	Increases	(Decreases)	Ending Balance
Governmental Activities:				
Capital assets not being depreciated:				
Land	\$ 10,291,025	\$ -	\$ -	\$ 10,291,025
Construction in progress	2,584,971	771,293	-	3,356,264
Total nondepreciable assets	12,875,996	771,293	-	13,647,289
Other capital assets:				
Buildings, improvements, and roads	8,116,368	376,602	-	8,492,970
Machinery and equipment	5,890,147	849,781	(113,649)	6,626,279
Total other capital assets	14,006,515	1,226,383	(113,649)	15,119,249
Less accumulated depreciation for:				
Buildings, improvements, and roads	(4,234,199)	(318,941)	-	(4,553,140)
Machinery and equipment	(2,934,998)	(522,101)	86,054	(3,371,045)
Total accumulated depreciation	(7,169,197)	(841,042)	86,054	(7,924,185)
Other capital assets, net	6,837,318	385,341	(27,595)	7,195,064
Governmental Activities Capital Assets, Net	\$ 19,713,314	\$ 1,156,634	\$ (27,595)	20,842,353
			Less associated debt	(12,230,000)
			Plus unspent bond proceeds	1,004,126
			Net Investment in Capital Assets	\$ 9,616,479

All capital assets constructed or paid for with funds of the component units are titled in the City's name. Accordingly, component units' capital assets and construction in progress are recorded in the governmental activities totals.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Depreciation was charged to governmental functions as follows:

General government	\$ 163,366
Public safety	148,489
Public works	381,430
Internal service	147,757
Total Governmental Activities Depreciation Expense	<u><u>\$ 841,042</u></u>

The following is a summary of changes in capital assets for business-type activities for the year ended September 30, 2023:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>(Decreases)</u>	<u>Ending Balance</u>
Business-Type Activities:				
Capital assets not being depreciated:				
Land	\$ 4,418,536	\$ -	\$ -	\$ 4,418,536
Construction in progress	684,109	1,154,847	-	1,838,956
Total nondepreciable assets	<u>5,102,645</u>	<u>1,154,847</u>	<u>-</u>	<u>6,257,492</u>
Other capital assets:				
Water/sewer system	11,842,569	345,501	-	12,188,070
Machinery and equipment	318,348	142,015	-	460,363
Total other capital assets	<u>12,160,917</u>	<u>487,516</u>	<u>-</u>	<u>12,648,433</u>
Less accumulated depreciation for:				
Water/sewer system	(3,036,278)	(331,540)	-	(3,367,818)
Machinery and equipment	(194,324)	(41,025)	-	(235,349)
Total accumulated depreciation	<u>(3,230,602)</u>	<u>(372,565)</u>	<u>-</u>	<u>(3,603,167)</u>
Other capital assets, net	<u>8,930,315</u>	<u>114,951</u>	<u>-</u>	<u>9,045,266</u>
Business-Type Activities Capital Assets, Net	<u><u>\$ 14,032,960</u></u>	<u><u>\$ 1,269,798</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 15,302,758</u></u>

Depreciation was charged to business-type functions as follows:

Water and sewer	<u><u>\$ 372,565</u></u>
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CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

D. Long-Term Debt

The following is a summary of changes in the City's total long-term liabilities for the year ended September 30, 2023. In general, the City uses the general and debt service funds to liquidate long-term liabilities.

The long-term liabilities for the governmental activities at year end are as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental Activities:					
Certificates of obligation	\$ 17,765,000	\$ 33,530,000	\$ (1,710,000)	\$ 49,585,000 *	\$ 1,490,000
Direct borrowings/placements:					
Certificates of obligation	1,305,000	-	(105,000)	1,200,000 *	110,000
General obligation bonds	945,000	-	(235,000)	710,000 *	230,000
Premium	428,975	1,897,389	(59,754)	2,266,610 *	-
Net pension liability	781,295	437,949	-	1,219,244	-
Total OPEB liability	123,728	-	(34,671)	89,057	-
Compensated absences	317,022	3,038	-	320,060	208,565
Total Governmental Activities	<u>\$ 21,666,020</u>	<u>\$ 35,868,376</u>	<u>\$ (2,144,425)</u>	<u>\$ 55,389,971</u>	<u>\$ 2,038,565</u>
Long-Term Liabilities Due In More Than One Year				<u>\$ 53,351,406</u>	
Debt Associated with Governmental Capital Assets				\$ 12,230,000	
Debt Associated with Business-Type Capital Assets				41,531,610	
Total Debt Associated with Capital Assets				<u>\$ 53,761,610 *</u>	
Debt Associated with Business-Type Capital Assets				\$ 41,531,610	
Add: Deferred loss on refunding				4,075	
Less: Unspent bond proceeds				(39,006,758)	
Business-Type Activities Net Related Debt				<u>\$ 2,528,927</u>	

The long-term liabilities for the business-type activities at year end are as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Business-Type Activities:					
Net pension liability	\$ 13,638	\$ 78,298	\$ -	\$ 91,936	\$ -
Compensated absences	9,296	7,496	-	16,792	10,216
Total Business-Type Activities	<u>\$ 22,934</u>	<u>\$ 85,794</u>	<u>\$ -</u>	<u>\$ 108,728</u>	<u>\$ 10,216</u>
Long-Term Liabilities Due In More Than One Year				<u>\$ 98,512</u>	

Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities in the governmental funds. The governmental activities' compensated absences are generally liquidated by the general fund. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Long-term governmental activities debt at year end was comprised of the following debt issues:

Description	Interest Rates (%)	Balance
<u>Governmental Activities</u>		
Certificates of Obligation Bonds		
Certificates of Obligation, Series 2023	3.00-5.00	\$ 32,745,000
Certificates of Obligation, Series 2019	2.00-4.00	3,060,000
Certificates of Obligation, Series 2018	3.00-3.50	7,970,000
Certificates of Obligation, Series 2017	3.00-4.00	2,820,000
Certificates of Obligation, Series 2016	3.00	2,990,000
From Direct Borrowings/Placements:		
Certificates of Obligation, Series 2013	2.70	1,200,000
Total Certificates of Obligation Bonds		50,785,000
General Obligation Bonds		
From Direct Borrowings/Placements:		
Refunding Bonds, Series 2015	2.00	710,000
Total General Obligation Bonds		710,000
Total Governmental Activities Long-Term Debt		\$ 51,495,000

On April 3, 2023, the City issued Combination Tax and Revenue Certificates of Obligation, Series 2023 (the "Certificates") for \$33,530,000 to be used for construction of the public works building, police station facilities, City Hall expansion, and improvements to the City's water/sewer system.

The annual requirements to amortize debt issues outstanding at year end are as follows:

Certificates of Obligation			
Fiscal Year			
Ending Sept. 30	Principal	Interest	Total Requirements
2024	\$ 1,490,000	\$ 1,956,712	\$ 3,446,712
2025	1,540,000	1,897,788	3,437,788
2026	1,590,000	1,837,637	3,427,637
2027	1,645,000	1,776,037	3,421,037
2028	1,700,000	1,712,137	3,412,137
2029-2033	9,430,000	7,542,658	16,972,658
2034-2038	10,735,000	5,619,161	16,354,161
2039-2043	6,630,000	3,821,755	10,451,755
2044-2048	7,580,000	2,427,480	10,007,480
2049-2053	7,245,000	761,887	8,006,887
Total	\$ 49,585,000	\$ 29,353,252	\$ 78,938,252

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

The annual requirements to amortize debt issues outstanding for the direct borrowings/placements at year end are as follows:

Certificates of Obligation From Direct Borrowings/Placements			
Fiscal Year			
Ending			Total
Sept. 30	Principal	Interest	Requirements
2024	\$ 110,000	\$ 28,835	\$ 138,835
2025	110,000	26,525	136,525
2026	110,000	24,105	134,105
2027	115,000	21,518	136,518
2028	120,000	18,755	138,755
2029-2033	635,000	45,753	680,753
Total	\$ 1,200,000	\$ 165,491	\$ 1,365,491

General Obligation Bonds From Direct Borrowings/Placements			
Fiscal Year			
Ending			Total
Sept. 30	Principal	Interest	Requirements
2024	\$ 230,000	\$ 14,200	\$ 244,200
2025	240,000	9,600	249,600
2026	240,000	4,800	244,800
Total	\$ 710,000	\$ 28,600	\$ 738,600

General obligation bonds and certificates of obligation are direct obligations of the City for which its full faith and credit are pledged. Repayment is from taxes levied on all taxable property located within the City.

Federal Arbitrage

The Tax Reform Act of 1986 instituted certain arbitrage restrictions consisting of complex regulations with respect to issuance of tax-exempt bonds after August 31, 1986. Arbitrage regulations deal with the investment of tax-exempt bond proceeds at an interest yield greater than the interest yield paid to bondholders. Generally, all interest paid to bondholders can be retroactively rendered taxable if applicable rebates are not reported and paid to the Internal Revenue Service (IRS) at least every five years for applicable bond issues. Accordingly, there is the risk that if such calculations are not performed, or not performed correctly, a substantial liability to the City could result. The City periodically engages an arbitrage consultant to perform the calculations in accordance with IRS rules and regulations.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

E. Interfund Transactions

The composition of transfers between funds is as follows:.

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amounts</u>
General	Nonmajor governmental	\$ 576,010
Capital projects	General	450,000
Capital projects	Nonmajor governmental	233,907
Nonmajor governmental	Nonmajor governmental	1,051,983
		<u>\$ 2,311,900</u>

Transfers are utilized to fund capital projects or development within the City and to reimburse the general fund for services provided. Transfers must be accounted for in accordance with budgetary authorization.

F. Conduit Debt

The MCEFFC and MEFC issue loans to finance or refinance educational facilities. The related loan agreements and bonds payable have not been recorded in the financial statements of the City. These loans are limited obligations of the issuer, payable solely from revenues received by the issuer pursuant to a loan agreement by and between the issuer and the borrower, as further secured by a deed of trust on certain real property of the borrower securing payments under such loan agreements. In addition, no commitments beyond the secured deed of trust on certain real property of the borrower were extended by MCEFFC and MEFC for any of the loans. At September 30, 2023, the loans had an aggregate outstanding principal amount payable of \$11,200,591.

G. Fund Equity

As of September 30, 2023, \$1,110,758 of the City's total fund balance is restricted by enabling legislation.

H. Restricted Assets

The balances of the restricted cash accounts recognized by the City are as follows:

	<u>Capital Projects</u>	<u>Enterprise</u>	<u>Manvel Economic Dev. Corp.</u>
Restricted for capital projects	\$ 43,324,934	\$ -	\$ -
Restricted for customer deposits	-	182,846	-
Restricted for intergovernmental agreements	-	-	79,479
Total Restricted Cash and Cash Equivalents	<u>\$ 43,324,934</u>	<u>\$ 182,846</u>	<u>\$ 79,479</u>

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

IV. OTHER INFORMATION

A. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the City participates along with 1,174 other entities in the Texas Municipal League's Intergovernmental Risk Pools (the "Pool"). The Pool purchases commercial insurance at group rates for participants in the Pool. The City has no additional risk or responsibility to the Pool, outside of the payment of insurance premiums. The City has not significantly reduced insurance coverage or had settlements that exceeded coverage amounts for the past three years.

B. Contingent Liabilities

Amounts received or receivable from granting agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures that may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and amount of payouts, and other economic and social factors. No claim liabilities are reported at year end. The City is also unaware of any liabilities related to active economic incentive and development agreements.

C. Pension Plan

Texas Municipal Retirement System

Plan Description

The City participates as one of 909 plans in the defined benefit cash-balance plan administered by TMRS. TMRS is a statewide public retirement plan created by the State and administered in accordance with the Texas Government Code, Title 8, Subtitle G (the "TMRS Act") as an agent multiple-employer retirement system for employees of Texas participating cities. The TMRS Act places the general administration and management of TMRS with a six-member, Governor-appointed Board of Trustees (the "Board"); however, TMRS is not fiscally dependent on the State. TMRS issues a publicly available annual comprehensive financial report that can be obtained at tmrs.com.

All eligible employees of the City are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS.

At retirement, the member's benefit is calculated based on the sum of the member's contributions, with interest, and the City-financed monetary credits, with interest, and their age at retirement and other actuarial factors. The retiring member may select one of seven monthly payment options.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Members may also choose to receive a portion of their benefit as a lump sum distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the total member contributions and interest.

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Plan provisions for the City were as follows:

	<u>2023</u>	<u>2022</u>
Employee deposit rate	7.00%	7.00%
Matching ratio (City to employee)	2 to 1	2 to 1
Years required for vesting	5	5
Service requirement eligibility (expressed as age/yrs of service)	60/5, 0/20	60/5, 0/20
Updated service credit	100% Transfers	0%
Annuity increase (to retirees)	70% of CPI	0% of CPI

Employees Covered by Benefit Terms

At the December 31, 2022 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	14
Inactive employees entitled to, but not yet receiving, benefits	53
Active employees	91
Total	<u><u>158</u></u>

Contributions

Member contribution rates in TMRS are either 5%, 6%, or 7% of the member's total compensation, and the City-matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal actuarial cost method. The City's contribution rate is based on the liabilities created from the benefit plan options selected by the City and any changes in benefits or actual experience over time.

Employees for the City were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the City were 9.38% and 9.80% in calendar years 2022 and 2023, respectively. The City's contributions to TMRS for the fiscal year ended September 30, 2023 were \$662,260 which were more than the required contributions of \$639,639.

Net Pension Liability

The City's Net Pension Liability (NPL) was measured as of December 31, 2022, and the Total Pension Liability (TPL) used to calculate the NPL was determined by an actuarial valuation as of that date.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Actuarial Assumptions

The TPL in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50% per year
Overall payroll growth	2.75% per year, adjusted down for population declines, if any
Investment rate of return	6.75%, net of pension plan investment expense, including inflation

Salary increases are based on a service-related table. Mortality rates for active members are based on the PUB(10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-Distinct 2019 Municipal Retirees of Texas mortality tables. The rates for active members, healthy retirees, and beneficiaries are projected on a fully generational basis by Scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees are used with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied for males and females, respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2014 to December 31, 2018. The assumptions were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for the annuity purchase rates is based on the mortality experience investigation study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation, as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, TMRS' actuary focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of real rates of return for each asset class are summarized in the following tables:

Assets Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Global equities	35%	7.7%
Core fixed income	6%	4.9%
Non-core fixed income	20%	8.7%
Other public and private markets	12%	8.1%
Real return	12%	5.8%
Hedge funds	5%	6.9%
Private equity	10%	11.8%
Total	100%	

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Discount Rate

The discount rate used to measure the TPL was 6.75%. The projection of cash flows used to determine the discount rate assumed that member and employer contributions will be made at the rates specified in statute. Based on that assumption, TMRS's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the TPL.

Changes in the NPL

	Increase (Decrease)		
	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Changes for the year:			
Service cost	\$ 743,525	\$ -	\$ 743,525
Interest	422,057	-	422,057
Difference between expected and actual experience	1,547	-	1,547
Contributions - employer	-	628,606	(628,606)
Contributions - employee	-	402,216	(402,216)
Net investment income	-	(380,574)	380,574
Benefit payments, including refunds of employee contributions	(212,949)	(212,949)	-
Administrative expense	-	(3,280)	3,280
Other changes	-	3,914	(3,914)
Net Changes	954,180	437,933	516,247
Balance at December 31, 2021	5,987,412	5,192,479	794,933
Balance at December 31, 2022	\$ 6,941,592	\$ 5,630,412	\$ 1,311,180

Sensitivity of the NPL to Changes in the Discount Rate

The following presents the NPL of the City, calculated using the discount rate of 6.75%, as well as what the City's NPL would be if it were calculated using a discount rate that is one percentage point lower (5.75%) or one percentage point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
City's Net Pension Liability	<u>\$ 2,400,826</u>	<u>\$ 1,311,180</u>	<u>\$ 427,729</u>

Pension Plan Fiduciary Net Position

Detailed information about TMRS's fiduciary net position is available in the Schedule of Changes in Fiduciary Net Position, by Participating City. That report may be obtained at tmrs.com.

Pension Expense and Deferred Outflows/Deferred Inflows of Resources Related to Pensions

For the fiscal year ended September 30, 2023, the City recognized pension expense of \$459,513.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

At September 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 4,251	\$ 97,207
Changes in actuarial assumptions	-	1,414
Net difference between projected and actual investment earnings	365,293	-
Contributions subsequent to the measurement date	503,618	-
Total	\$ 873,162	\$ 98,621

\$503,618 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the NPL for the fiscal year ending September 30, 2024. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ended September 30	Pension Expense
2024	\$ 4,379
2025	51,421
2026	68,682
2027	146,441
Total	\$ 270,923

D. Other Postemployment Benefits

TMRS Supplemental Death Benefits

Plan Description

The City participates in an OPEB plan administered by TMRS. TMRS administers the defined benefit group-term life insurance plan known as the Supplemental Death Benefits Fund (SDBF). This is a voluntary program in which participating member cities may elect, by ordinance, to provide group-term life insurance coverage for their active members, including or not including retirees. Employers may terminate coverage under, and discontinue participation in, the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The member city contributes to the SDBF at a contractually required rate (based on the covered payroll of employee members) as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. The intent is not to pre-fund retiree term life insurance during employees' entire careers. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* (GASB 75). As such, the SDBF is considered to be a single-employer unfunded OPEB defined benefit plan with benefit payments treated as being equal to the employer's yearly contributions for retirees.

The contributions to the SDBF are pooled for investment purposes with those of the Pension Trust Fund (PTF). The SDBF's funding policy assures that adequate resources are available to meet all death benefit payments for the upcoming year. The SDBF is a pay-as-you-go fund, and any excess contributions are available for future SDBF benefits.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Benefits

The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings, for the 12-month period preceding the month of death). The death benefit for retirees is considered an OPEB and is a fixed amount of \$7,500. As the SDBF covers both active and retiree participants with no segregation of assets, the SDBF is considered to be an unfunded OPEB plan (i.e., no assets are accumulated).

Participation in the SDBF as of December 31, 2022 is summarized below:

Inactive employees or beneficiaries currently receiving benefits	12
Inactive employees entitled to, but not yet receiving, benefits	9
Active employees	91
Total	<u><u>112</u></u>

Total OPEB Liability

The City's total OPEB liability of \$89,057 was measured as of December 31, 2022 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and Other Inputs

The total OPEB liability in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.50%
Salary increases	3.50% to 11.50% including inflation
Discount rate*	4.05%
Retirees' share of benefit-related costs	\$0
Administrative expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements of GASB Statements 68.
Mortality rates - service retirees	2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP.
Mortality rates - disabled retirees	2019 Municipal Retirees of Texas Mortality Tables with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate will be applied to reflect the impairment for younger members who become disabled for males and females, respectively. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

*The discount rate was based on the Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2022.

The actuarial assumptions used in the December 31, 2022 valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018. Due to the higher mortality rates associated with the global pandemic, the TMRS Board adopted changes to the assumptions and methodology used for calculating 2023 and 2024 rates as determined in the December 31, 2021 and December 31, 2022 actuarial valuations, respectively.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

Changes in the Total OPEB Liability

	<u>Total OPEB Liability</u>
Changes for the year:	
Service cost	\$ 17,812
Interest	2,419
Difference between expected and actual experience	1,282
Changes of assumptions	(53,886)
Benefit payments*	(2,298)
Net Changes	(34,671)
Balance at December 31, 2021	123,728
Balance at December 31, 2022	\$ 89,057

*Due to the SDBF being considered an unfunded OPEB plan under GASB 75, benefit payments are treated as being equal to the City's yearly contributions for retirees.

The discount rate increased from 1.84% as of December 31, 2021 to 4.05% as of December 31, 2022. There were no other changes of assumptions or other inputs that affected measurement of the total OPEB liability during the measurement period.

There were no changes of benefit terms that affected measurement of the total OPEB liability during the measurement period.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current discount rate:

	1% Decrease in Discount Rate (3.05%)	Discount Rate (4.05%)	1% Increase in Discount Rate (5.05%)
City's Total OPEB Liability	\$ 109,174	\$ 89,057	\$ 73,675

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended September 30, 2023, the City recognized OPEB expense of \$17,325. The City reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 2,596	\$ 6,156
Changes in actuarial assumptions	22,574	48,113
Contributions subsequent to the measurement date	2,056	-
Total	\$ 27,226	\$ 54,269

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

\$2,056 reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability for the fiscal year ending September 30, 2024.

Amounts reported as deferred outflows/inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal	
Year Ended	OPEB Expense
September 30	Amount
2024	\$ (2,906)
2025	(3,024)
2026	(3,502)
2027	(4,510)
2028	(7,666)
Thereafter	(7,491)
Total	\$ (29,099)

E. Economic Incentive and Development Agreements

1. Manvel Economic Development Memorandum of Understanding

The City and the Corporation furthered the Memorandum of Understanding (MOU) of July 2, 2018, by entering into an agreement by resolution on March 15, 2021. The Corporation has agreed to assist in the future funding for a certain 160-acre tract (the "Tract") and to construct certain improvements within the Tract to develop a municipal complex, including regional ballfields (the "Project"). With the common goals of economic synergy, planning efficiency, and prudent budget development, the City and the Corporation agreed to set forth their planned joint commitment to fund the development of the Project. The City agreed to continue to take all steps to acquire the property and plan for the Project, including pursuing surveying, environmental assessment, legal, engineering, and estimation of development costs. The Corporation agreed to reserve 90% of sales tax revenue received, beginning with sales tax received during the 2019 fiscal year. The Corporation confirmed its intent to participate in providing funding for the development of the Project, subject to all procedural and budgetary requirements. During the fiscal year ending September 30, 2023, the Corporation received and restricted \$1,112,000 related to this MOU.

2. Manvel Town Center, LP and Brazoria County Municipal Utility District No. 42

The City entered into a development agreement (the "Agreement") with Manvel Town Center, LP and Brazoria County Municipal Utility District No. 42 (the "District") dated January 1, 2014. The Agreement empowers the City to provide economic development incentives in accordance with Chapter 380, Texas Local Government Code.

The Agreement shall remain in effect until December 31, 2044, unless earlier terminated for reasons noted in the Agreement. On or before August 15, 2015, the City agreed to create the economic development fund (the "Fund") and to deposit into such Fund annually during the term of the Agreement, the calculated annual payment as provided by the terms of the Agreement. The Agreement, pursuant to Chapter 380, has a term of 30 years with the base year beginning January 1, 2014.

Economic development revenues shall be the increment over the base year of 50% of the ad valorem taxes attributable to maintenance tax and 50% of the sales and use taxes collected during the term of the Agreement, but not to exceed a maximum total payout of \$42,035,541. The City will subtract and retain

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

an amount equal to 5% of the increment representing City administrative expenses. The City is required to make payments to the Fund by August 15 each year with the first payment due following the receipt of written notice from the District of the commencement of construction of the improvements by or on behalf of the District. The City did not recognize any expenditures related to this Agreement during the fiscal year ended September 30, 2023.

3. Sonmar of Scottsdale, LLC and Brazoria County Municipal Utility District No. 30

The City entered into an economic development agreement with Sonmar of Scottsdale, LLC (the “Developer”) and an interlocal agreement with Brazoria County Municipal Utility District No. 30 (the “District”) dated March 24, 2008 (the “Agreements”). The Agreements empower the City to provide economic development incentives in accordance with Chapter 380, Texas Local Government Code.

The Developer has agreed to advance funds to the City for costs related to the Agreements, which the City will repay with interest. The Developer has also agreed to construct certain public improvements and capital investments of approximately \$400,000,000. The City agreed to create an economic development fund (the “Fund”) once the City starts receiving sales taxes generated within the boundaries noted within the Agreements. The City agreed to deposit 100% of these sales tax revenues into the Fund. The District also agreed to participate with sales tax revenues to be generated from this development. The sales tax revenues will be used to repay Developer advances, pay “performance-based grants” to the Developer as outlined in the Agreements, and finance improvements as noted in both Agreements. The maximum payout of the performance-based grants plus all payments made under the Agreements shall not exceed \$46,000,000. The Agreements shall remain in effect for an initial term of 35 years, unless earlier terminated for reasons noted in the Agreements. The City did not recognize any expenditures related to these Agreements during the fiscal year ended September 30, 2023.

4. Milestone South Six Development, Ltd. and Brazoria County Municipal Utility District No. 30

The City entered into a development agreement (the “Agreement”) with Milestone South Six Development, Ltd. (the “Developer”) and Brazoria County Municipal Utility District No. 30 (the “District”) dated February 9, 2004. Under this Agreement, the Developer agreed to reimburse the City for expenses relating to the creation of the District. The District has agreed to construct water, wastewater, and drainage facilities as outlined in the Agreement financed through the issuance of bonds. In consideration of the development of land within the District, the related increase in the taxable values, and the desire to more equitably distribute among the taxpayers of the City and the District the burden of ad valorem taxes, the City has agreed to make annual tax “rebate” payments to the District.

Annual tax “rebates” are determined using the lower of either the rate per \$100 of taxable assessed valuation, or a percentage of the then-current City tax rate as follows:

<u>Years</u>	<u>Rebate</u>
1 – 10	\$0.30 or 42% of actual City tax rate
11 – 20	\$0.25 or 35% of actual City tax rate
Thereafter	\$0.20 or 20% of actual City tax rate

The Agreement includes an exception using a “Test Rate” calculation as outlined in the Agreement in which the annual payments shall be reduced based upon this calculation. If the annual payment is reduced to zero pursuant to the Agreement for three years in a row, the annual payment obligation of the City shall be terminated.

All City payments received by the District shall be deposited into the District’s debt service fund to be used solely for the payment of the District’s bonded indebtedness. Annual payments shall begin on May

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

1 in the calendar year following the calendar year in which the District delivers its first series of bonds to which its ad valorem taxes are pledged and shall be payable each May 1 thereafter. This Agreement shall remain in effect until the earlier of the dissolution of the District by the City or the expiration of 40 years from the effective date of the Agreement. The City did not recognize any expenditures related to this Agreement during the fiscal year ended September 30, 2023.

5. Brazoria County Municipal Utility District No. 43

The City entered into a Memorandum of Interlocal and Development Agreement (the “Agreement”) with the Brazoria County Municipal Utility District No. 43 (the “District”) on April 2, 2018, for the design, financing, and construction of certain public improvements on the 267.7 acres located in the District (the “Property”). The City has agreed to provide regional improvement incentives in the form of financial assistance and the construction of certain improvements to the District to induce the District to provide valuable goods and development services to the City, and to finance the construction of valuable public improvements on behalf of the City, to encourage and promote the development of the District. The District is willing to construct or cause to be constructed certain additional public improvements of behalf of the City in exchange for the City’s participation in funding such improvements.

The City and the District anticipate that the improvements will be built by the District using funds advanced to the District from the developer for eligible project costs, and the District will reimburse the developer. The City anticipates that the District will develop the Property in the near future.

It is anticipated that the District will finance, with no assistance from the City, public improvements in addition to the improvements that are subject to the Agreement at an estimated cost of \$27 million. Included in the facility costs funded by the City are the design/phasing costs, sanitary sewer collection facilities, wastewater treatment plant facilities, water distribution, water supply facilities, regional road improvements (Del Bello Boulevard, Manvel Parkway, Texas Department of Transportation Ramps at State Highway 288, and Del Bello Bridge, Dogwood Bridge over Guld Coast Water Authority canal), and any additional projects mutually agreed to. The costs of the Del Bello Boulevard and Dogwood Bridges are reimbursable expenses that will be paid to the City from the Brazoria County 43 Regional Improvements Fund (the “Fund”). The District agrees to furnish all goods, materials, and services as and when required in connection with the construction of its improvements. Upon completion, all constructed facilities shall be conveyed to the City.

The Fund is established by the City, and the City has agreed to pay the Fund the increment based on the actual collection for each year such funds are collected. The first payment to the Fund was to be March 1, 2020 for the tax year 2019 and it was to include all sales tax increments effective from that date. No sales tax generating property was constructed by March 2020. As a result, the City did not owe a payment on March 1, 2020. The payments shall be made semi-annually. The Property improvements will be built by the District using the funds advanced, and the District will reimburse the developer with interest.

The District may sell District bonds secured by a pledge of revenues from the Fund (i.e., contract revenue bonds), in addition to a pledge of the District’s taxes costs associated. The Fund may have sufficient funds available to reimburse the developer or the City directly instead of selling District bonds, and thus may take advantage of savings for reduced issuance costs and interest. The City recognized expenditures of \$297,632 related to this Agreement during the fiscal year ended September 30, 2023.

CITY OF MANVEL, TEXAS
NOTES TO FINANCIAL STATEMENTS (Continued)
For the Year Ended September 30, 2023

6. Brazoria County Municipal Utility District No. 83

The City entered into a Development Agreement (the “Agreement”) with the Brazoria County Municipal Utility District No. 83 (the “District”) on August 16, 2021, for the design, financing, and construction of certain public improvements on the approximately 440 acres located in the District (the “Property”). The City has agreed to provide regional improvement incentives in the form of financial assistance to the District to induce the District to provide valuable development services to the City and to encourage and promote the development of the District. The District is willing to construct or cause to be constructed certain additional public improvements of behalf of the City in exchange for the City’s participation in funding such improvements.

The improvements for the agreement will include Del Bello Boulevard, Dogwood Avenue and the crossing at Chocolate Bayou, Pollard Boulevard, and Charlotte Street (including crossings at Chocolate Bayou, DD4 Ditch and the GCWA Canal). The District agrees to furnish all goods, materials, and services as and when required in connection with the construction of its improvements.

The Fund is established by the City, and the City has agreed to pay the Fund the increment based on the actual collection for each year such funds are collected. The first payment to the Fund will be June 1, 2024 for the increment of January 1, 2022 (base year value) to January 1, 2023. The payments shall be made annually. The increment shall be calculated by using 90% of the City’s O&M taxes on properties in the District less \$205 for each equivalent single family connection in the District for the applicable tax year. The increment shall be paid for a maximum of 30 years or for a sum total of \$18 million, whichever may occur first. The City recognized no expenditures related to this Agreement during the fiscal year ended September 30, 2023.

F. TIRZ No. 3 Financing Agreements

The City has entered into a shared financing agreement between the City, TIRZ No. 3, SMDA, Brazoria County MUD No. 56, and Brazoria County MUD No. 57 dated December 29, 2010 to provide for the joint financing, design, construction, and operation of the TIRZ No. 3 plan projects.

The City has entered into a development financing agreement. The developer agrees to convey to the SMDA a parcel of land to be used as an interim park site until a permanent site can be determined. The SMDA or the City may erect recreational improvements on the site at their expense. On February 12, 2012, the SMDA approved a special warranty deed conveying a parcel of land for such purposes.

G. Pipeline Deposit Agreements

The City has entered into agreements with pipeline companies, such as Phillips 66 Pipeline LLC; EPO Pipeline, LLC; Enterprise Crude Pipeline, LLC; and Lavaca Pipeline, LLC for the purpose of constructing, maintaining, laying, operating, and/or repairing pipelines utilized for the transportation of liquids or gaseous materials along the right-of-ways and/or under certain roads located in the City. As of September 30, 2023, the balance for the pipeline deposit is \$165,241.

H. Subsequent Events

On December 6, 2023, SMDA issued Tax Increment Contract Revenue Bonds, Series 2023 for \$17,710,000. The proceeds from the bonds will be used for the purposes of reimbursing developers for approved project costs. The bonds are limited obligations of SMDA, payable solely from the pledged revenues and are not obligations of the City.

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REQUIRED SUPPLEMENTARY INFORMATION

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CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND
For the Year Ended September 30, 2023

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original Budget	Budget as Amended	Actual	
Revenues				
Property taxes	\$ 4,875,000	\$ 4,875,000	\$ 4,758,544	\$ (116,456)
Sales taxes	2,400,000	2,400,000	2,436,647	36,647
Other taxes and fees	595,000	595,000	765,361	170,361
Charges for services	67,000	67,000	12,588	(54,412)
Licenses and permits	5,015,646	5,015,646	3,658,839	(1,356,807)
Fines and forfeitures	257,000	257,000	239,953	(17,047)
Intergovernmental	1,900	1,900	2,171	271
Investment earnings	25,000	25,000	616,912	591,912
Other revenues	29,400	29,400	24,933	(4,467)
Total Revenues	13,265,946	13,265,946	12,515,948	(749,998)
Expenditures				
Current:				
General government	4,999,806	5,299,806	5,148,591	151,215
Public safety	5,516,309	5,516,309	4,843,573	672,736
Public works	2,001,767	2,056,767	2,017,438	39,329
Library, parks, and recreation	92,300	92,300	93,327	(1,027) *
Information technology	665,764	665,764	507,310	158,454
Total Expenditures	13,275,946	13,630,946	12,610,239	1,020,707
(Deficiency) of Revenues (Under) Expenditures	(10,000)	(365,000)	(94,291)	270,709
Other Financing Sources (Uses)				
Transfers in	-	576,010	576,010	-
Transfers (out)	(490,000)	(450,000)	(450,000)	-
Total Other Financing Sources (Uses)	(490,000)	126,010	126,010	-
Net Change in Fund Balance	\$ (500,000)	\$ (238,990)	31,719	\$ 270,709
Beginning fund balance			8,439,859	
Ending Fund Balance			\$ 8,471,578	

Notes to Required Supplementary Information:

1. Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
2. * Expenditures exceeded appropriations at the legal level of control.

CITY OF MANVEL, TEXAS
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM
For the Year Ended September 30, 2023

	Measurement Year *			
	2022	2021	2020	2019
Total Pension Liability				
Service cost	\$ 743,525	\$ 541,404	\$ 447,829	\$ 402,039
Interest (on the total pension liability)	422,057	380,417	314,840	279,081
Changes of benefit terms	-	438,388	-	-
Difference between expected and actual experience	1,547	(151,437)	(22,274)	15,936
Change of assumptions	-	-	-	(7,422)
Benefit payments, including refunds of employee contributions	(212,949)	(296,165)	(211,948)	(153,585)
Net Change in Total Pension Liability	954,180	912,607	528,447	536,049
Beginning total pension liability	5,987,412	5,074,805	4,546,358	4,010,309
Ending Total Pension Liability	\$ 6,941,592	\$ 5,987,412	\$ 5,074,805	\$ 4,546,358
Plan Fiduciary Net Position				
Contributions - employer	\$ 628,606	\$ 420,389	\$ 369,735	\$ 358,113
Contributions - employee	402,216	295,158	241,883	216,150
Net investment income	(380,574)	552,175	270,412	419,105
Benefit payments, including refunds of employee contributions	(212,949)	(296,165)	(211,948)	(153,585)
Administrative expense	(3,280)	(2,548)	(1,746)	(2,374)
Other	3,914	18	(69)	(71)
Net Change in Plan Fiduciary Net Position	437,933	969,027	668,267	837,338
Beginning plan fiduciary net position	5,192,479	4,223,452	3,555,185	2,717,847
Ending Plan Fiduciary Net Position	\$ 5,630,412	\$ 5,192,479	\$ 4,223,452	\$ 3,555,185
Net Pension Liability/(Asset)	\$ 1,311,180	\$ 794,933	\$ 851,353	\$ 991,173
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	81.11%	86.72%	83.22%	78.20%
Covered Payroll	\$ 5,745,941	\$ 4,216,542	\$ 3,455,470	\$ 3,087,860
Net Pension Liability/(Asset) as a Percentage of Covered Payroll	22.82%	18.85%	24.64%	32.10%

*Only nine years of information is currently available.

The City will build this schedule over the next one-year period.

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Measurement Year*				
2018	2017	2016	2015	2014
\$ 346,152	\$ 327,328	\$ 278,209	\$ 217,485	\$ 98,272
247,393	215,662	176,347	90,331	76,628
-	-	999,103	-	46,383
(22,918)	(9,405)	149,739	(13,322)	7,393
-	-	-	49,239	-
(104,642)	(41,182)	(51,625)	(50,564)	(41,731)
465,985	492,403	1,551,773	293,169	186,945
3,544,324	3,051,921	1,500,148	1,206,979	1,020,034
<u>\$ 4,010,309</u>	<u>\$ 3,544,324</u>	<u>\$ 3,051,921</u>	<u>\$ 1,500,148</u>	<u>\$ 1,206,979</u>
\$ 326,460	\$ 322,099	\$ 117,468	\$ 95,238	\$ 34,683
183,704	173,979	145,550	121,889	63,755
(71,097)	234,361	94,003	1,807	63,289
(104,642)	(41,182)	(51,625)	(50,564)	(41,731)
(1,381)	(1,219)	(1,063)	(1,101)	(661)
(71)	(62)	(57)	(54)	(54)
332,973	687,976	304,276	167,215	119,281
2,384,874	1,696,898	1,392,622	1,225,407	1,106,126
<u>\$ 2,717,847</u>	<u>\$ 2,384,874</u>	<u>\$ 1,696,898</u>	<u>\$ 1,392,622</u>	<u>\$ 1,225,407</u>
<u>\$ 1,292,462</u>	<u>\$ 1,159,450</u>	<u>\$ 1,355,023</u>	<u>\$ 107,526</u>	<u>\$ (18,428)</u>
67.77%	67.29%	55.60%	92.83%	101.53%
\$ 2,624,349	\$ 2,485,407	\$ 2,079,289	\$ 1,741,276	\$ 1,275,100
49.25%	46.65%	65.17%	6.18%	(1.45%)

CITY OF MANVEL, TEXAS
SCHEDULE OF CONTRIBUTIONS
TEXAS MUNICIPAL RETIREMENT SYSTEM
For the Year Ended September 30, 2023

	Fiscal Year			
	2023	2022	2021	2020
Actuarially determined contribution	\$ 639,639	\$ 525,614	\$ 297,723	\$ 368,856
Contributions in relation to the actuarially determined contribution	662,260	592,629	297,723	368,856
Contribution deficiency (excess)	<u>\$ (22,621)</u>	<u>\$ (67,015)</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 6,589,071	\$ 5,526,175	\$ 3,966,974	\$ 3,371,683
Contributions as a percentage of covered payroll	9.71%	9.51%	7.51%	10.94%

Notes to Required Supplementary Information:

1. Valuation Date:

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

2. Methods and Assumptions Used to Determine Contribution Rates:

Actuarial cost method	Entry age normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	20 years (longest amortization ladder)
Asset valuation method	10 year smoothed market; 12.00% soft corridor
Inflation	2.50%
Salary increases	3.50% to 11.50% including inflation
Investment rate of return	6.75%
Retirement age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period December 31, 2014 - December 31, 2018.
Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: UMP(10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.

3. Other Information:

There were no benefit changes during the year.

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Fiscal Year					
2019	2018	2017	2016	2015	2014
\$ 347,650	\$ 319,360	\$ 267,555	\$ 109,865	\$ 76,909	\$ 31,916
350,542	319,360	267,555	109,865	76,909	31,916
<u><u>\$ (2,892)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>
\$ 2,966,052	\$ 2,538,625	\$ 2,406,957	\$ 1,960,061	\$ 1,560,104	\$ 1,232,533
11.72%	12.58%	11.12%	5.61%	4.93%	2.59%

CITY OF MANVEL, TEXAS
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM
For the Year Ended September 30, 2023

	Measurement Year*			
	2022	2021	2020	2019
Total OPEB Liability				
Service cost	\$ 17,812	\$ 11,806	\$ 8,639	\$ 4,941
Interest (on the total OPEB liability)	2,419	2,377	2,410	2,367
Difference between expected and actual experience	1,282	(7,289)	1,427	(2,025)
Change of assumptions	(53,886)	4,523	17,953	17,026
Benefit payments, including refunds of employee contributions **	(2,298)	(1,265)	(346)	(309)
Net Change in Total OPEB Liability	(34,671)	10,152	30,083	22,000
Beginning total OPEB liability	123,728	113,576	83,493	61,493
Ending Total OPEB Liability	\$ 89,057	\$ 123,728	\$ 113,576	\$ 83,493
Covered Employee Payroll	\$ 5,745,941	\$ 4,216,542	\$ 3,455,470	\$ 3,087,860
Total OPEB Liability as a Percentage of Covered Employee Payroll	1.55%	2.93%	3.29%	2.70%

* Only six years of information is currently available. The City will build this schedule over the next four-year period.

** Due to the SDBF being considered an unfunded OPEB plan under GASB 75, benefit payments are treated as being equal to the employer's yearly contributions for retirees.

Notes to Required Supplementary Information:

1. Valuation Date:

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, 13 months later.

2. Methods and Assumptions Used to Determine Contribution Rates:

Actuarial cost method	Entry age normal
Inflation	2.50%
Salary increases	3.50% to 11.50% including inflation
Discount rate	4.05%
Administrative expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements of GASB Statement 68.
Mortality rates - service retirees	2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP.
Mortality rates - disabled retirees	2019 Municipal Retirees of Texas Mortality Tables with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate will be applied to reflect the impairment for younger members who become disabled for males and females, respectively. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

3. Other Information:

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB 75 to pay related benefits.

The discount rate was based on the Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2022.

The actuarial assumptions used in the December 31, 2022 valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018.

There were no benefit changes during the year.

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Measurement Year*	
2018	2017
\$ 5,249	\$ 4,225
2,007	1,857
1,868	-
(5,371)	5,298
(525)	(249)
3,228	11,131
58,265	47,134
\$ 61,493	\$ 58,265
\$ 2,624,349	\$ 2,485,407
2.34%	2.34%

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COMBINING STATEMENTS AND SCHEDULES

CITY OF MANVEL, TEXAS
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS (Page 1 of 2)
September 30, 2023

Special Revenue Funds				
	Hotel Taxes	Court Security	Court Technology	TIRZ No. 3
<u>Assets</u>				
Cash	\$ 824,509	\$ 43,473	\$ 25,730	\$ -
Receivables, net	20,668	-	-	-
Total Assets	\$ 845,177	\$ 43,473	\$ 25,730	\$ -
<u>Liabilities</u>				
Accounts payable and accrued liabilities	\$ -	\$ -	\$ -	\$ -
Total Liabilities	-	-	-	-
<u>Fund Balances</u>				
Restricted for:				
Enabling legislation	845,177	43,473	25,730	-
Tax increment reinvestment zone	-	-	-	-
Special projects	-	-	-	-
Total Fund Balances	845,177	43,473	25,730	-
Total Liabilities and Fund Balances	\$ 845,177	\$ 43,473	\$ 25,730	\$ -

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Special Revenue Funds

South Manvel Dev. Auth.	Community Impact	Law Enforcement	Park	PEG Fee	Municipal Jury
\$ 1,014,928	\$ -	\$ 7,396	\$ 210,964	\$ 181,767	\$ 320
-	-	-	-	3,814	-
<u>\$ 1,014,928</u>	<u>\$ -</u>	<u>\$ 7,396</u>	<u>\$ 210,964</u>	<u>\$ 185,581</u>	<u>\$ 320</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	7,396	-	185,581	320
1,014,928	-	-	-	-	-
-	-	-	210,964	-	-
<u>1,014,928</u>	<u>-</u>	<u>7,396</u>	<u>210,964</u>	<u>185,581</u>	<u>320</u>
<u>\$ 1,014,928</u>	<u>\$ -</u>	<u>\$ 7,396</u>	<u>\$ 210,964</u>	<u>\$ 185,581</u>	<u>\$ 320</u>

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CITY OF MANVEL, TEXAS
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS (Page 2 of 2)
September 30, 2023

	Special Revenue Funds Truancy Prevention	Total Nonmajor Governmental Funds
<u>Assets</u>		
Cash	\$ 3,771	\$ 2,312,858
Receivables, net	-	24,482
Total Assets	\$ 3,771	\$ 2,337,340
<u>Liabilities</u>		
Accounts payable and accrued liabilities	\$ 690	\$ 690
Total Liabilities	690	690
<u>Fund Balances</u>		
Restricted for:		
Enabling legislation	3,081	1,110,758
Tax increment reinvestment zone	-	1,014,928
Special projects	-	210,964
Total Fund Balances	3,081	2,336,650
Total Liabilities and Fund Balances	\$ 3,771	\$ 2,337,340

CITY OF MANVEL, TEXAS
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS (Page 1 of 2)
For the Year Ended September 30, 2023

Special Revenue Funds				
	Hotel Taxes	Court Security	Court Technology	TIRZ No. 3
<u>Revenues</u>				
Property taxes	\$ -	\$ -	\$ -	\$ 749,032
Sales taxes	-	-	-	35,107
Other fees	-	-	-	-
Charges for services	-	-	-	-
Fines and forfeitures	-	9,313	7,645	-
Hotel taxes	81,896	-	-	-
Investment earnings	-	-	-	-
Total Revenues	81,896	9,313	7,645	784,139
<u>Expenditures</u>				
General government	77	-	7,010	-
Total Expenditures	77	-	7,010	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	81,819	9,313	635	784,139
<u>Other Financing Sources (Uses)</u>				
Transfers in	-	-	-	-
Transfers (out)	-	-	-	(1,051,983)
Total Other Financing Sources (Uses)	-	-	-	(1,051,983)
Net Change in Fund Balances	81,819	9,313	635	(267,844)
Beginning fund balances	763,358	34,160	25,095	267,844
Ending Fund Balances	\$ 845,177	\$ 43,473	\$ 25,730	\$ -

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Special Revenue Funds

South Manvel Dev. Auth.	Community Impact	Law Enforcement	Park	PEG Fee	Municipal Jury
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	-	-	-	13,178	-
-	86,087	-	-	-	-
-	-	3,376	-	-	185
-	-	-	-	-	-
23,805	-	-	-	-	-
<u>23,805</u>	<u>86,087</u>	<u>3,376</u>	<u>-</u>	<u>13,178</u>	<u>185</u>
-	-	-	56,149	-	-
-	-	-	<u>56,149</u>	-	-
<u>23,805</u>	<u>86,087</u>	<u>3,376</u>	<u>(56,149)</u>	<u>13,178</u>	<u>185</u>
1,051,983	-	-	-	-	-
<u>(576,010)</u>	<u>(233,907)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>475,973</u>	<u>(233,907)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
499,778	(147,820)	3,376	(56,149)	13,178	185
515,150	147,820	4,020	267,113	172,403	135
<u>\$ 1,014,928</u>	<u>\$ -</u>	<u>\$ 7,396</u>	<u>\$ 210,964</u>	<u>\$ 185,581</u>	<u>\$ 320</u>

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CITY OF MANVEL, TEXAS
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS (Page 2 of 2)
For the Year Ended September 30, 2023

	Special Revenue Funds	Total Nonmajor Governmental Funds
	Truancy Prevention	
<u>Revenues</u>		
Property taxes	\$ -	\$ 749,032
Sales taxes	-	35,107
Other fees	-	13,178
Charges for services	-	86,087
Fines and forfeitures	12,076	32,595
Hotel taxes	-	81,896
Investment earnings	-	23,805
Total Revenues	12,076	1,021,700
<u>Expenditures</u>		
General government	11,172	74,408
Total Expenditures	11,172	74,408
Excess (Deficiency) of Revenues Over (Under) Expenditures	904	947,292
<u>Other Financing Sources (Uses)</u>		
Transfers in	-	1,051,983
Transfers (out)	-	(1,861,900)
Total Other Financing Sources (Uses)	-	(809,917)
Net Change in Fund Balances	904	137,375
Beginning fund balances	2,177	2,199,275
Ending Fund Balances	\$ 3,081	\$ 2,336,650

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CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – BUDGET AND ACTUAL
DEBT SERVICE FUND
For the Year Ended September 30, 2023

	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive Negative
<u>Revenues</u>				
Property taxes	\$ 3,035,000	\$ 3,035,000	\$ 3,001,726	\$ (33,274)
Investment income	7,500	7,500	49,374	41,874
Total Revenues	<u>3,042,500</u>	<u>3,042,500</u>	<u>3,051,100</u>	<u>8,600</u>
<u>Expenditures</u>				
Debt service:				
Principal	1,261,055	2,050,000	2,050,000	-
Interest and fiscal charges	1,781,445	1,003,205	1,003,205	-
Total Expenditures	<u>3,042,500</u>	<u>3,053,205</u>	<u>3,053,205</u>	<u>-</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ (10,705)</u>	<u>(2,105)</u>	<u>\$ 8,600</u>
Beginning fund balance			<u>435,459</u>	
Ending Fund Balance			<u>\$ 433,354</u>	

CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – BUDGET AND ACTUAL
NONMAJOR SPECIAL REVENUE FUNDS
For the Year Ended September 30, 2023

Hotel Taxes				
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
Revenues				
Hotel taxes	\$ 45,000	\$ 45,000	\$ 81,896	\$ 36,896
Total Revenues	<u>45,000</u>	<u>45,000</u>	<u>81,896</u>	<u>36,896</u>
Expenditures				
Current:				
General government	45,000	45,000	77	44,923
Total Expenditures	<u>45,000</u>	<u>45,000</u>	<u>77</u>	<u>44,923</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	81,819	<u>\$ 81,819</u>
Beginning fund balance			<u>763,358</u>	
Ending Fund Balance			<u>\$ 845,177</u>	

	Court Security			
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
<u>Revenues</u>				
Fines and forfeitures	\$ 7,000	\$ 7,000	\$ 9,313	\$ 2,313
Total Revenues	<u>7,000</u>	<u>7,000</u>	<u>9,313</u>	<u>2,313</u>
<u>Expenditures</u>				
Current:				
General government	15,000	15,000	-	15,000
Total Expenditures	<u>15,000</u>	<u>15,000</u>	<u>-</u>	<u>15,000</u>
Net Change in Fund Balance	<u>\$ (8,000)</u>	<u>\$ (8,000)</u>	9,313	<u>\$ 17,313</u>
Beginning fund balance			<u>34,160</u>	
Ending Fund Balance			\$ 43,473	

CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – BUDGET AND ACTUAL (Continued)
NONMAJOR SPECIAL REVENUE FUNDS
For the Year Ended September 30, 2023

	Court Technology			
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
Revenues				
Fines and forfeitures	\$ 5,500	\$ 5,500	\$ 7,645	\$ 2,145
Total Revenues	<u>5,500</u>	<u>5,500</u>	<u>7,645</u>	<u>2,145</u>
Expenditures				
Current:				
General government	10,000	10,000	7,010	2,990
Total Expenditures	<u>10,000</u>	<u>10,000</u>	<u>7,010</u>	<u>2,990</u>
Net Change in Fund Balance	<u>\$ (4,500)</u>	<u>\$ (4,500)</u>	635	<u>\$ 5,135</u>
Beginning fund balance			25,095	
Ending Fund Balance			<u>\$ 25,730</u>	

TIRZ No. 3				
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
Revenues				
Property taxes	\$ 376,000	\$ 376,000	\$ 749,032	\$ 373,032
Sales taxes	-	-	35,107	35,107
Investment earnings	500	500	-	(500)
Total Revenues	<u>376,500</u>	<u>376,500</u>	<u>784,139</u>	<u>407,639</u>
Excess Revenues Over Expenditures				
	<u>376,500</u>	<u>376,500</u>	<u>784,139</u>	<u>407,639</u>
Other Financing Sources (Uses)				
Transfers (out)	(376,500)	(1,051,983)	(1,051,983)	-
Total Other Financing (Uses)	<u>(376,500)</u>	<u>(1,051,983)</u>	<u>(1,051,983)</u>	<u>-</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ (675,483)</u>	(267,844)	<u>\$ 407,639</u>
Beginning fund balance			267,844	
Ending Fund Balance			\$ -	

CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – BUDGET AND ACTUAL (Continued)
NONMAJOR SPECIAL REVENUE FUNDS
For the Year Ended September 30, 2023

South Manvel Development Authority			
	Original Budget Amounts	Final Budget Amounts	Variance with Final Budget Positive Negative
Revenues			
Investment earnings	\$ 1,000	\$ 1,000	\$ 23,805
Total Revenues	<u>1,000</u>	<u>1,000</u>	<u>23,805</u>
Expenditures			
Current:			
General government	151,000	151,000	-
Total Expenditures	<u>151,000</u>	<u>151,000</u>	<u>151,000</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(150,000)</u>	<u>(150,000)</u>	<u>23,805</u>
Other Financing Sources (Uses)			
Transfers in	150,000	1,051,983	1,051,983
Transfers (out)	-	(576,010)	(576,010)
Total Other Financing Sources	<u>150,000</u>	<u>475,973</u>	<u>475,973</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ 325,973</u>	<u>\$ 499,778</u>
Beginning fund balance			515,150
Ending Fund Balance			<u>\$ 1,014,928</u>

Community Impact			
	Original Budget Amounts	Final Budget Amounts	Variance with Final Budget Positive Negative
Revenues			
Charges for services	\$ 210,000	\$ 210,000	\$ 86,087
Total Revenues	<u>210,000</u>	<u>210,000</u>	<u>86,087</u>
Excess of Revenues Over Expenditures	<u>210,000</u>	<u>210,000</u>	<u>86,087</u>
Other Financing Sources (Uses)			
Transfers (out)	(210,000)	(233,907)	(233,907)
Total Other Financing (Uses)	<u>(210,000)</u>	<u>(233,907)</u>	<u>(233,907)</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ (23,907)</u>	<u>\$ (147,820)</u>
Beginning fund balance			147,820
Ending Fund Balance			<u>\$ -</u>

CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – BUDGET AND ACTUAL (Continued)
NONMAJOR SPECIAL REVENUE FUNDS
For the Year Ended September 30, 2023

	Law Enforcement			
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
<u>Revenues</u>				
Fines and forfeitures	\$ 1,000	\$ 1,000	\$ 3,376	\$ 2,376
Total Revenues	<u>1,000</u>	<u>1,000</u>	<u>3,376</u>	<u>2,376</u>
<u>Expenditures</u>				
Current:				
General government	<u>1,000</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>
Total Expenditures	<u>1,000</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>
Net Change in Fund Balance	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	3,376	<u><u>\$ 3,376</u></u>
Beginning fund balance			<u>4,020</u>	
Ending Fund Balance			<u>\$ 7,396</u>	

	Park			
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
Expenditures				
Current:				
General government	\$ 308,100	\$ 333,100	\$ 56,149	\$ 276,951
Total Expenditures	<u>308,100</u>	<u>333,100</u>	<u>56,149</u>	<u>276,951</u>
(Deficiency) of Revenues (Under)				
Expenditures	<u>(308,100)</u>	<u>(333,100)</u>	<u>(56,149)</u>	<u>276,951</u>
Other Financing Sources (Uses)				
Transfers in	308,100	333,100	-	(333,100)
Total Other Financing Sources	<u>308,100</u>	<u>333,100</u>	<u>-</u>	<u>(333,100)</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	(56,149)	<u>\$ (56,149)</u>
Beginning fund balance			<u>267,113</u>	
Ending Fund Balance			\$ 210,964	

CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – BUDGET AND ACTUAL (Continued)
NONMAJOR SPECIAL REVENUE FUNDS
For the Year Ended September 30, 2023

PEG Fee				
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive Negative
Revenues				
Other fees	\$ 10,000	\$ 10,000	\$ 13,178	\$ 3,178
Total Revenues	<u>10,000</u>	<u>10,000</u>	<u>13,178</u>	<u>3,178</u>
Expenditures				
Current:				
General government	50,000	50,000	-	50,000
Total Expenditures	<u>50,000</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
Net Change in Fund Balance	<u>\$ (40,000)</u>	<u>\$ (40,000)</u>	13,178	<u>\$ 53,178</u>
Beginning fund balance			172,403	
Ending Fund Balance			<u>\$ 185,581</u>	

Municipal Jury				
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive Negative
Revenues				
Fines and forfeitures	\$ 150	\$ 150	\$ 185	\$ 35
Total Revenues	<u>150</u>	<u>150</u>	<u>185</u>	<u>35</u>
Expenditures				
Current:				
General governments	150	150	-	150
Total Expenditures	<u>150</u>	<u>150</u>	<u>-</u>	<u>150</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	185	<u>\$ 185</u>
Beginning fund balance			135	
Ending Fund Balance			<u>\$ 320</u>	

CITY OF MANVEL, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – BUDGET AND ACTUAL (Continued)
NONMAJOR SPECIAL REVENUE FUNDS
For the Year Ended September 30, 2023

Truancy Prevention				Variance with Final Budget Positive (Negative)
	Original Budget Amounts	Final Budget Amounts	Actual Amounts	
<u>Revenues</u>				
Fines and forfeitures	\$ 5,900	\$ 5,900	\$ 12,076	\$ 6,176
Total Revenues	<u>5,900</u>	<u>5,900</u>	<u>12,076</u>	<u>6,176</u>
<u>Expenditures</u>				
Current:				
General government	5,900	5,900	11,172	(5,272) *
Total Expenditures	<u>5,900</u>	<u>5,900</u>	<u>11,172</u>	<u>(5,272)</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	904	<u>\$ 904</u>
Beginning fund balance			<u>2,177</u>	
Ending Fund Balance			<u>\$ 3,081</u>	

* Expenditures exceeded appropriations at the legal level of control.

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Management Letter

March 11, 2024

To the Honorable Mayor and
City Council Members of the
City of Manvel, Texas:

The American Institute of Certified Public Accountants Statement on Auditing Standards No. 115, *Communicating Internal Control Related Matters Identified in an Audit* (SAS 115), provides guidance to auditors on communicating internal control matters to management and the governing body, board of directors, or equivalent body.

It is important to note when reviewing findings reported within this letter that classification of the findings is based on the definitions required by SAS 115 as further discussed below. Please note that these classifications are based on the potential impact to the financial statements, not necessarily the likelihood of actual loss to the City of Manvel, Texas (the “City”). Accordingly, the City’s assessment of the “significance” or ranking of severity will likely be substantially different based on a number of factors including, but not limited to, its assessment of risk and the cost benefit of making the change.

Our report is as follows:

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of and for the year ended September 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the City’s system of internal control over financial reporting (internal control) as a basis for designing our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be other matters.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis.

DRAFT

A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our findings and additional comments are as follows:

CURRENT YEAR MATTERS

Other Matters:

2023.001 EXPENDITURES IN EXCESS OF APPROPRIATIONS

Condition

As disclosed in the notes to the financial statements, expenditures exceeded appropriations at the legal level of control for library, parks, and recreation within the general fund and for general government within the truancy prevention nonmajor fund.

Recommendation

The City should ensure that expenditures do not exceed appropriations approved by the City Council in accordance with the state and local government code. Amendments should be proposed and approved in accordance with the City's budgeting policies to ensure that expenditures are within appropriations.

2023.002 PUBLIC FUNDS INVESTMENT ACT

Background

Chapter 2256 of the Texas Government Code, Public Funds Investment Act (the "Act") prescribes certain requirements for governmental entities investing public funds. Some of the more basic requirements of the Act include: a written investment policy that must be reviewed and approved annually, mandatory training requirements for designated individuals, written evidence that an entity offering to engage in investment transactions with the City has received and reviewed the investment policy and acknowledged that they have implemented reasonable procedures and controls in an effort to preclude investment transactions not authorized by the City's policy, and preparation and approval of quarterly investment reports in compliance with the Act.

Findings

It was noted during the audit that the preparation and the approval of the quarterly investment reports in compliance with the Act did not occur during the fiscal year.

Recommendation

The City should prepare and approve quarterly investment reports to comply with the provisions of the Act.

DRAFT

This communication is intended solely for the information and use of management, City Council, and others within the City, and is not intended to be, and should not be, used by anyone other than these specified parties.

We would like to thank the City Council and the City's management for their cooperation during the course of our audit. Please feel free to contact us at your convenience to discuss this report or any other concerns that you may have.

 **DRAFT** BELT HARRIS PECHACEK, LLP

Belt Harris Pechacek, LLP
Certified Public Accountants
Houston, Texas

RESOLUTION NO. 2024-R-06

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL,
TEXAS, APPROVING AND ADOPTING THE CITY'S FINANCIAL
MANAGEMENT POLICIES.**

* * * * *

WHEREAS, The City of Manvel has an important responsibility to its citizens to carefully account for public funds, to manage municipal finance wisely, and to plan for adequate funding of services desired by the public; and

WHEREAS, the City Council supports the integrity of the City's system of accounting for public funds, and seeks to help continue the efforts of the Finance Director to administer the operation of the financial management policies; and

WHEREAS, the City Council deems it in the best interests of the city to adopt a formal Financial Management Policy for the City of Manvel; now therefore.

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

Section 1. The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

Section 2. The Financial Management Policies for the City of Manvel, a copy of which is attached hereto as Exhibit A, and for all things made a part hereof, is hereby adopted and approved as the Financial Management Policies for the City of Manvel.

PASSED, APPROVED, AND RESOLVED this ____ day of _____, 2024.

Dan Davis
Mayor

ATTEST:

Tammy Bell, City Secretary

Financial Management Policies

Introduction

The City of Manvel has an important responsibility to its citizens to carefully account for public funds, to manage municipal finance 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 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 Manvel 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: Annual 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.~~

Fund Balance: An accounting distinction is made between the portions of fund equity that are spendable and non-spendable. These are broken up into five categories:

1. **Non-spendable fund balance** – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or permanent funds.
2. **Restricted fund balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants and some court fees.
3. **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by City Council action (ordinance or resolution). Commitments may be changed or lifted only by City Council taking the same formal action that imposed the constraint originally.
4. **Assigned fund balance** – Includes amounts a government intends to use for specific purposes, but are neither restricted nor committed. However, the intent should be expressed by the City council or the Council's designee (City Manager and Finance 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. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund. Assignments cannot cause the fund to report a negative fund balance.
5. **Unassigned fund balance** – is the residual classification of the general fund and includes amounts not contained in other classifications. Unassigned amounts are technically available for any purpose. Only the general fund may have unassigned fund balance.

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: Aggressively 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 statutes and regulations. Conform to generally accepted accounting principles 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 or 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.

Revenues

1. 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.
2. 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~~ annually to calculate their full costs recovery levels, to compare them to the current fee structure, and to recommend adjustments where necessary.
3. 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.~~ lessen the tax burden carried by residents while also properly funding all essential governmental services.
4. 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 captured in the Capital Improvement Program, and provide adequate levels of working capital.

5. Revenue Estimates for Budgeting: in order to maintain a stable level of services, the City shall use a conservative, objective, ~~and~~ analytical and data-driven 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

1. Current Funding Basis: The City shall operate on a current funding basis, focused on establishing a balanced budget every year. Expenditures shall be budgeted and controlled so as not exceed current revenues plus the planned use of fund balance accumulated through prior year's savings.
2. 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.
3. 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.
4. Maintenance of Capital Assets: Through the Vehicle/Equipment Replacement Fund, establishment of other enterprise funds, 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.
5. ~~Periodic~~ Yearly Program ~~Review~~: Periodic Yearly 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.
6. 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

1. 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. This plan shall be presented as part of the budgeting process for review and approval by City Council.

2. Capital Assets: A capital asset will be defined as equipment, infrastructure, and facilities that exceeds \$5,000 and has a useful life that exceeds 3 years.
3. 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

1. 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%.~~ At least 6 (six) months of general operating expenditure. The City considers a balance of less than 6 (six) months to be cause for concern, barring unusual or deliberate circumstances. If unassigned fund balance falls below the goal or has a deficiency, the City will immediately call a meeting of the City Council to discuss immediate and drastic measures to be taken to insure the build up of the unassigned fund balance to the acceptable level. Any anticipated balance in excess of the minimum fund balance may be allocated by the City Council during the course of the fiscal year for one time expenditures. The City Council may declare a fiscal emergency and withdraw funds from the minimum fund balance must be restored within a two-year period.
2. Debt Service Fund Balance: The City shall strive to maintain the Debt Service Fund balance at a target of 20% of debt service yearly obligation with the minimum being 15% and the maximum being 25%.
3. 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 Water and Wastewater 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%.
4. Committed Fund Balance: The City Council is the City's highest level of decision-making authority, decisions to commit fund balance or de-commit fund balance funds must be approved by the City Council.

5. Assigned Fund Balance: The City Council has authorized the City's Chief Financial Officer as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.
6. 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.
7. Order of Expenditure of Funds: When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the City Council, and unassigned fund balance), the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds. Meaning as in the example given, grants will be used first, designated or assigned funds and then unassigned funds.

Debt Management

1. Use of Debt Financing: Debt financing to include general obligation bonds, revenue bonds, certificates of obligation, tax notes, ~~and~~ lease/purchase agreements, or any other financing mechanism authorized by the State of Texas shall only be used.
2. 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.
3. Affordability Targets: The City shall use an objective analytical, and data-driven approach to determine whether it can afford to assume new debt beyond the amount it retires each year. The City shall make every reasonable effort to secure the approval of the voters for debt that is issued. 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.
4. 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
5. 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.
 6. 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.
 7. 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.
 8. Continuing Disclosure: The City is committed to continuing disclosure of financial and pertinent credit information relevant to the City's outstanding securities.
 9. 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

1. Grant Policy: Any and all grants must be processed through the City's adopted Grant Writing Policy.
2. Grant Guidelines: The City shall seek, apply for, and obtain those grants that are consistent with priority needs and objectives identified by Council.
3. 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.
4. 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.
5. 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 Account Receivables (A/R) are reviewed annually by the Director of Finance. A/R's are eligible for write off if 18 months or older. Documentation of notices, letters, and telephone calls should be made for each write off.

Exceptions

- A. Legal notification that account balances have been discharged through bankruptcy or legal notification of death of the debtor:
- B. Forgery/Police Cases: 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.
- C. Active Account: 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:

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

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.

RESOLUTION NO. 2024-R-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL SUPPORTING MANVEL MUNICIPAL COURT'S TEEN COURT PROGRAM.

WHEREAS, Texas teen courts provide a voluntary alternative to traditional adjudication and sentencing for teenagers in municipal or justice courts; and

WHEREAS, Texas teen courts are governed by section 45.052 of the **Texas Code of Criminal Procedure** and section 54.032 of the **Texas Family Code**; and

WHEREAS, in the teen court program, young defendants are able to plead no contest or guilty and have their case heard amongst their peers; and

WHEREAS, instead of paying a fine, the defendant's penalty will be in the form of community service, educational programs, and/or future participation in teen court; and

WHEREAS, once the penalty is satisfied, the case is dismissed and the offense does not count as a conviction on the defendant's record; and

WHEREAS, teen courts have proven very successful in preventing impaired driving and other traffic offenses committed by teenagers; and

WHEREAS, the Municipal Court of the City of Manvel has created and operates a teen court consistent with section 45.052 of the **Texas Code of Criminal Procedure** and section 54.032 of the **Texas Family Code**; and

WHEREAS, the City Council of the City of Manvel wishes to indicate support of the Municipal Court's teen court program and authorize use of city resources for participation in said program; and

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

SECTION 1: The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

SECTION 2: The City Council of the City of Manvel hereby supports the Manvel Municipal Court's teen court program, and authorizes use of City resources for said program.

SECTION 3: That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

PASSED AND APPROVED this _____th day of _____, 2024.

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Bobby Gervais, City Attorney

Texas Code Of Criminal Procedure § 45.052

Dismissal Of Misdemeanor Charge On Completion Of Teen Court Program

Art. 45.052. DISMISSAL OF MISDEMEANOR CHARGE ON COMPLETION OF TEEN COURT PROGRAM. (a) A justice or municipal court may defer proceedings against a defendant who is under the age of 18 or enrolled full time in an accredited secondary school in a program leading toward a high school diploma for not more than 180 days if the defendant:

(1) is charged with an offense that the court has jurisdiction of under Article 4.11 or 4.14;

(2) pleads nolo contendere or guilty to the offense in open court with the defendant's parent, guardian, or managing conservator present;

(3) presents to the court an oral or written request to attend a teen court program or is recommended to attend the program by a school employee under Section 37.146, Education Code; and

(4) has not successfully completed a teen court program in the year preceding the date that the alleged offense occurred.

(b) The teen court program must be approved by the court.

(c) A defendant for whom proceedings are deferred under Subsection (a) shall complete the teen court program not later than the 90th day after the date the teen court hearing to determine punishment is held or the last day of the deferral period, whichever date is earlier. The justice or municipal court shall dismiss the charge at the time the defendant presents satisfactory evidence that the defendant has successfully completed the teen court program.

(d) A charge dismissed under this article may not be part of the defendant's criminal record or driving record or used for any purpose. However, if the charge was for a traffic offense, the court shall report to the Department of Public Safety that the defendant successfully completed the teen court program and the date of completion for inclusion in the defendant's driving record.

(e) The justice or municipal court may require a person who requests a teen court program to pay a fee not to exceed \$10 that is set by the court to cover the costs of administering this article. Fees collected by a municipal court shall be deposited in the municipal treasury. Fees collected by a justice court shall be deposited in the county treasury of the county in which the court is located. A person who requests a teen court program and fails to complete the program is not entitled to a refund of the fee.

(f) A court may transfer a case in which proceedings have been deferred under this section to a court in another county if the court to which the case is transferred consents. A case may not be transferred unless it is within the jurisdiction of the court to which it is transferred.

(g) In addition to the fee authorized by Subsection (e) of this article, the court may require a child who requests a teen court program to pay a \$10 fee to cover the cost to the teen court for performing its duties under this article. The court shall pay the fee to the teen court program, and the teen court program must account to the court for the receipt and disbursal of the fee. A child who pays a fee under this subsection is not entitled to a refund of the fee, regardless of whether the child successfully completes the teen court program.

(h) A justice or municipal court may exempt a defendant for whom proceedings are deferred under this article from the requirement to pay a court cost or fee that is imposed by another statute.

(i) Notwithstanding Subsection (e) or (g), a justice or municipal court that is located in the Texas-Louisiana border region, as defined by Section 2056.002, Government Code, may charge a fee of \$20 under those subsections.

Added by Acts 1989, 71st Leg., ch. 1031, Sec. 1, eff. Sept. 1, 1989. Subsec. (g) added by Acts 1995, 74th Leg., ch. 598, Sec. 1, eff. Sept. 1, 1995; added by Acts 1995, 74th Leg., ch. 748, Sec. 2, eff. Sept. 1, 1995; Subsec. (h) relettered from Subsec. (g) by Acts 1997, 75th Leg., ch. 165, Sec. 31.01(13), eff. Sept. 1, 1997; Subsecs. (a), (f) amended by Acts 1999, 76th Leg., ch. 76, Sec. 6, eff. Sept. 1, 1999. Renumbered from Vernon's Ann.C.C.P. art. 45.55 and amended by Acts 1999, 76th Leg., ch. 1545, Sec. 52, eff. Sept. 1, 1999. Subsec. (a) amended by Acts 2001, 77th Leg., ch. 216, Sec. 1, eff. Sept. 1, 2001; Subsec. (c) amended by Acts 2001, 77th Leg., ch. 216, Sec. 1, eff. Sept. 1, 2001.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 910 (H.B. 2949), Sec. 1, eff. September 1, 2007.

Acts 2015, 84th Leg., R.S., Ch. 1132 (S.B. 108), Sec. 2, eff. September 1, 2015.

Article:

[Previous](#) [45.049](#) [45.0491](#) [45.0492](#) [45.050](#) [45.051](#) [45.0511](#) [45.052](#) [45.053](#) [45.0531](#) [45.0541](#) [45.056](#) [45.057](#) [45.058](#) [45.059](#) [Next](#)

Last modified: September 28, 2016

Texas Family Code § 54.032 Deferral Of Adjudication And Dismissal Of Certain Cases On Completion Of Teen Court Program

Sec. 54.032. DEFERRAL OF ADJUDICATION AND DISMISSAL OF CERTAIN CASES ON COMPLETION OF TEEN COURT PROGRAM. (a) A juvenile court may defer adjudication proceedings under Section 54.03 for not more than 180 days if the child:

(1) is alleged to have engaged in conduct indicating a need for supervision that violated a penal law of this state of the grade of misdemeanor that is punishable by fine only or a penal ordinance of a political subdivision of this state;

(2) waives, under Section 51.09, the privilege against self-incrimination and testifies under oath that the allegations are true;

(3) presents to the court an oral or written request to attend a teen court program; and

(4) has not successfully completed a teen court program in the two years preceding the date that the alleged conduct occurred.

(b) The teen court program must be approved by the court.

(c) A child for whom adjudication proceedings are deferred under Subsection (a) shall complete the teen court program not later than the 90th day after the date the teen court hearing to determine punishment is held or the last day of the deferral period, whichever date is earlier. The court shall dismiss the case with prejudice at the time the child presents satisfactory evidence that the child has successfully completed the teen court program.

(d) A case dismissed under this section may not be part of the child's records for any purpose.

(e) The court may require a child who requests a teen court program to pay a fee not to exceed \$10 that is set by the court to cover the costs of administering this section. The court shall deposit the fee in the county treasury of the county in which the court is located. A child who requests a teen court program and does not complete the program is not entitled to a refund of the fee.

(f) A court may transfer a case in which proceedings have been deferred as provided by this section to a court in another county if the court to which the case is transferred consents. A

case may not be transferred unless it is within the jurisdiction of the court to which it is transferred.

(g) In addition to the fee authorized by Subsection (e), the court may require a child who requests a teen court program to pay a \$10 fee to cover the cost to the teen court for performing its duties under this section. The court shall pay the fee to the teen court program, and the teen court program must account to the court for the receipt and disbursement of the fee. A child who pays a fee under this subsection is not entitled to a refund of the fee, regardless of whether the child successfully completes the teen court program.

(h) Notwithstanding Subsection (e) or (g), a juvenile court that is located in the Texas-Louisiana border region, as defined by Section 2056.002, Government Code, may charge a fee of \$20 under those subsections.

Added by Acts 1989, 71st Leg., ch. 1031, Sec. 2, eff. Sept. 1, 1989. Amended by Acts 1995, 74th Leg., ch. 748, Sec. 1, eff. Sept. 1, 1995; Acts 2001, 77th Leg., ch. 216, Sec. 2, eff. Sept. 1, 2001; Acts 2003, 78th Leg., ch. 283, Sec. 18, eff. Sept. 1, 2003.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 910 (H.B. 2949), Sec. 2, eff. September 1, 2007.

Section:

[Previous](#) [54.01](#) [54.011](#) [54.012](#) [54.02](#) [54.03](#) [54.031](#) [54.032](#) [54.0325](#) [54.0326](#) [54.033](#) [54.034](#)
[54.04](#) [54.0401](#) [54.04011](#) [54.04012](#) [Next](#)

Last modified: September 28, 2016

RESOLUTION NO. 2024-R-10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANVEL
SUPPORTING MANVEL POLICE DEPARTMENT'S TEEN CITIZEN
POLICE ACADEMY PROGRAM.**

WHEREAS, the Manvel Police Department has created and operates a Teen Citizen Police Academy; and

WHEREAS, the program is open to teens currently enrolled in high school in the 9th through 12th grades, who reside in the City of Manvel, its extra-territorial jurisdiction (ETJ) or any Alvin ISD High School; and

WHEREAS, the goal of the program is to educate teens on the basic operations of the Manvel Police Department; and

WHEREAS, the program includes education on topics such as: patrol, DWI investigations, criminal investigations, traffic stops and crashes, and use of drones; and

WHEREAS, the program also includes ride-a-long with Manvel police officers; and

WHEREAS, the program also includes assistance from the Manvel Police Association (MPA) which provides breakfast and lunch for the participants; and

WHEREAS, the City Council of the City of Manvel wishes to indicate support of the Manvel Police Department's Teen Citizen Police Academy program and authorize use of city resources for participation in said program; and

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

SECTION 1: The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

SECTION 2: The City Council of the City of Manvel hereby supports the Manvel Police Department's Teen Citizen Police Academy program, and authorizes use of City resources for said program.

SECTION 3: That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

PASSED AND APPROVED this _____th day of _____, 2024.

Dan Davis, Mayor

ATTEST:

Tammy Bell, City Secretary

APPROVED AS TO FORM:

Bobby Gervais, City Attorney



CITY COUNCIL DATA SHEET

MEETING DATE: March 4, 2024

Agenda: Regular ☒
Consent ☐

TOPIC:

Memorandum of Understanding with Lone Star Pawz for an alternative site to care for animals.

BACKGROUND:

This is a Memorandum of Understanding between the City of Manvel and Lone Star Pawz, a rescue group for animals, to allow for the housing of animals and serve as an alternate placement and adoption location for animals.

RECOMMENDATION:

The staff recommends approval.

ATTACHMENTS:

Memorandum of Understanding between the City of Manvel and Lone Star Pawz.

FUNDING ISSUES

- ☐ Not applicable
- ☒ Not budgeted
- ☐ Full amount already budgeted
- ☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Keith Traylor

FINANCE DIRECTOR APPROVAL ☐
CITY MANAGER APPROVAL: ☐

City of Manvel
Lone Star Pawz
Animal Transfer Memorandum of Understanding

This Animal Transfer Agreement (this “Agreement”) is entered into as of this day of _____, 2024
(the “Effective Date”) and is made by and between **City of Manvel**, a/n **Government**

organization having an address of **20031 Morris Avenue, Manvel Texas 77578** (the “Source Agency”) and

Lone Star Pawz, a/n **Pet Rescue/ Animal Foster** organization having an address of 8209 Broadway Pearland Texas (the “Destination Agency”). The Source Agency and the Destination Agency are sometimes referred to herein individually as a “Party” and collectively herein as the “Parties”.

WHEREAS, the Source Agency is the rightful owner of certain dogs and cats as are more fully described in a Transport Manifest (provided electronically when feasible to the destination agency). Such animals having surpassed any applicable State-required stray hold period; and

WHEREAS, Destination Agency has the desire, as well as the available space and sufficient resources, to take ownership and possession of the Animals with the intent of finding permanent placement for the Animals; and

WHEREAS, Source Agency shall transfer, and Destination shall accept, all rights, ownership, control, and responsibility of the Animals in accordance with the terms of this Agreement.

NOW THEREFORE, in consideration of the mutual promises contained herein and for other good and valuable consideration the receipt of which is acknowledged, the Parties hereby agree as follows:

AGREEMENT

1. **Representations of the Source Agency:**

Source Agency represents and warrants the following:

a. Source Agency is the rightful owner of the Animals and has the lawful authorization to transfer ownership of the Animals to the Destination Agency.

b. Title and ownership of the Animals shall transfer to the Destination Agency immediately upon physical delivery of the Animals to the Transporter for purposes of Transport to the Destination Agency or its authorized representative (including commercial carrier).

2. Representations by the Destination Agency:

As conditions precedent to accepting ownership of the Animals, the Destination Agency agrees to the following:

a. The Destination Agency shall bear all costs incurred for the subsequent care of the Animals, including without limitation, costs of necessary food, water, shelter, and healthcare at all times while the Animals are in the Destination Agency's custody.

b. The Destination Agency agrees to accept all Animals that are delivered and shall provide any necessary and reasonable care to the Animals in accordance with the Destination Agency's standard procedures.

c. No Animal shall be euthanized for reason of lack of space at the Destination Agency's facility. Any decision for euthanasia shall only be for severe or non-rehabilitative illnesses or behaviors. Severe or non-rehabilitative illnesses or behaviors are defined as:

1. Severe or non-rehabilitative animal illnesses are defined as illnesses or diseases that are not curable and or can be widespread from one animal to another or have a likelihood of causing an animal pandemic such as, but not limited to end-stage organ failure, degenerative neurological diseases, terminal cancers, chronic or debilitating pain, congenital defects, progressive organ diseases incurable infectious diseases, or irreversible trauma

2. Severe or non-rehabilitative behavioral issues are defined as abnormal or pathologic, distance-increasing behaviors that by their nature are threatening or harmful resulting in attacks due to an aroused aggressive state through body posturing, facial expressions, vocalization to biting, and biting such as the animal poses an undue and immediate threat to humans and other animals through such behaviors as, but not limited to unpredictable aggression, fear aggression, resource guarding, territorial aggression, redirected aggression, predatory aggression, inter-dog or inter-cat aggression, or medical aggression.

d. The Destination agency agrees to provide upon request euthanasia reports of animals that have been delivered by the Source agency and reasons for euthanasia.

e. The Destination Agency further agrees that no animal currently in its facility (or otherwise in its possession or custody) will be euthanized to make space for any Animals identified herein.

f. The Destination Agency shall ensure all Animals are spayed/neutered prior to transferring ownership or possession of an Animal to any third party for purposes of adoption.

g. Upon transfer of the Animals to the Destination Agency (or its authorized representative) for Transport, the Animals cannot be returned to the Source Shelter for any reason whatsoever unless agreed to by the Source Shelter and the Destination Shelter in writing.

h. The Destination Agency agrees to return animals to the Source agency if the owner of said animal has been located while the animal is still in the possession of the Destination agency.

i. The destination agency agrees; if the owner of the animal is located while the animal is in the possession of the destination agency; the owner of said animal will be responsible for all costs incurred by the Destination agency for the care and treatment and housing of the animal to include the cost of the transfer from the Source agency to the Destination agency.

3. The Destination agency further agrees to provide records of transport and adoption of animals that have been surrendered to the Destination agency upon request of the Source agency.

4. Term: This Agreement shall be effective as of the Effective Date written above and binding upon the Parties until either party provides 60 days written notice of termination of this Agreement.

5. Miscellaneous:

a. This Agreement shall be deemed to have been negotiated, made, and entered into in the State of Texas, and any and all performance hereunder, or breach thereof, shall be interpreted, governed, and construed pursuant to the laws of the State of Texas.

b. This Agreement shall be binding upon the parties, their representatives, successors, administrators, and assigns. This Agreement and the rights and obligations herein may not be assigned or delegated in whole or part by either of the parties to any third party without the prior written consent of both of the parties.

c. This Agreement does not constitute a partnership, joint venture, agency, employee/employer, or any other similar relationship between Destination Agency and Source Agency.

d. This Agreement constitutes and contains the entire agreement between the parties with respect to the subject matter herein, supersedes all prior written or oral understandings and agreements relating thereto, and may not be changed, modified, amended, or supplemented, except on written consent of both parties.

e. This Agreement may be executed in counterparts, each of which shall be deemed an original, and which collectively will be deemed one document.

f. This agreement can be terminated by either party by giving a thirty (30) day notice of termination.

g. This agreement will automatically renew every year on the anniversary date of the agreement unless either party gives notification of termination.

IN WITNESS WHEREOF, the Parties have, by their authorized agents, signed and delivered this Agreement as of the Effective Date set forth above.

City of Manvel

SOURCE AGENCY

Signature: _____

Print Name: _____

Title: _____

Lone Star Pawz

DESTINATION AGENCY

Signature: _____

Print Name: _____

Title: _____



CITY COUNCIL DATA SHEET

MEETING DATE: March 18, 2024

Agenda: Regular ☒
Consent ☐

TOPIC:

Flock Camera Purchase and Grant Program

BACKGROUND:

The FLOCK Camera Automated License Plate Reader system is being presented for discussion and Approval for the purpose of deploying this system within the City of Manvel. This is a proven technology that assists Law Enforcement in locating persons of interest and wanted persons for serious crimes. We have utilized the system with a subdivision in the City of Manvel with great success, as well as tracking and utilizing data from these systems throughout the region to use as evidence in major crimes.

We are also looking for approval to initiate a city grant program for subdivisions. This allows the city to assist in the initial cost of install and user costs. The City of Pearland has utilized the Grant Program with success within their city. This is not only a benefit for the Police Department but it helps in keeping a safe and secure environment for all citizens.

RECOMMENDATION:

For discussion and direction.

ATTACHMENTS:

Grant application, Grant information page, cost analysis for for installation and annual cost.

FUNDING ISSUES

- ☐ Not applicable
- ☒ Not budgeted
- ☐ Full amount already budgeted
- ☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER

Keith Traylor

FINANCE DIRECTOR APPROVAL ☐

CITY MANAGER APPROVAL: ☐

Flock Safety + TX - Manvel PD

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Dale Anzalone
dale.anzalone@flocksafety.com
7133052672

flock safety



ORDER FORM

This order form ("Order Form") hereby incorporates and includes the terms of the previously executed agreement (the "Terms") which describe and set forth the general legal terms governing the relationship (collectively, the "Agreement"). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the "Effective Date")

Customer:	TX - Manvel PD	Initial Term:	24 Months
Legal Entity Name:	TX - Manvel PD	Renewal Term:	24 Months
Accounts Payable Email:	cday@manvelpd.org	Payment Terms:	Net 30
Address:	6615 Masters Rd Manvel, Texas 77578	Billing Frequency:	Annual Plan - First Year Invoiced at Signing.
		Retention Period:	30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$63,000.00
Flock Safety Flock OS			
FlockOS™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety Falcon®	Included	21	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Existing Infrastructure Implementation Fee	\$150.00	14	\$2,100.00
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	\$1,250.00	7	\$8,750.00
Subtotal Year 1:			\$73,850.00
Annual Recurring Subtotal:			\$63,000.00
Estimated Tax:			\$0.00
Contract Total:			\$136,850.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "Renewal Term") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$73,850.00
Annual Recurring after Year 1	\$63,000.00
Contract Total	\$136,850.00

*Tax not included

Product and Services Description

Flock Safety Platform Items	Product Description	Terms
FlockOST™	Flock Safety’s situational awareness operating system.	
Flock Safety Falcon ®	An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes.	The Term shall commence upon first installation and validation of Flock Hardware.

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI’s National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect’s license plate to a custom list and get alerted when it passes by a Flock camera

By executing this Order Form, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed agreement.

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: TX - Manvel PD

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

PO Number: _____

Whole city Coverage				
Use	Location		Install	Yearly Cost
PD	Pollard BLVD		\$650.00	\$3,000.00
PD	Clark @ Pursley	x	\$650.00	\$3,000.00
PD	Meridiana Inbound S	x	\$650.00	\$3,000.00
PD	Meridiana Inbound N	x	\$650.00	\$3,000.00
PD	Cumulus Inbound	x	\$650.00	\$3,000.00
PD	South Masters S	x	\$650.00	\$3,000.00
PD	Masters South N	x	\$650.00	\$3,000.00
PD	Bissell Inbound	x	\$650.00	\$3,000.00
PD	DelBello RD Inbound	x	\$650.00	\$3,000.00
PD	Old Chocolate Bayou	x	\$650.00	\$3,000.00
PD	Hwy 6 WB Inbound	x	\$1,250.00	\$3,000.00
PD	Oilfield Rd Inbound	x	\$650.00	\$3,000.00
PD	Masters North N	x	\$650.00	\$3,000.00
PD	Masters North S	x	\$1,250.00	\$3,000.00
PD	Bullard Inbound	x	\$650.00	\$3,000.00
PD	Croix inbound	x	\$650.00	\$3,000.00
PD	Hwy 6 EB Inbound	x	\$1,250.00	\$3,000.00
PD	288 NB Exit to 6	x	\$1,250.00	\$3,000.00
PD	288 NB Main	x	\$1,250.00	\$3,000.00
PD	288 SB Entrance from 59	x	\$1,250.00	\$3,000.00
PD	288 SB Main	x	\$1,250.00	\$3,000.00
HOA	Broad Reach	Newport lakes	\$650.00	\$3,000.00
HOA	Newport Lakes Blvd	Newport lakes	\$650.00	\$3,000.00
HOA	Bluewater Lakes Dr EB	Bluewater Lakes	\$650.00	\$3,000.00
HOA	Bluewater Lakes Dr WB	Bluewater Lakes	\$650.00	\$3,000.00
HOA	Ridge Crest Ln	Bluewater Lakes	\$650.00	\$3,000.00
HOA	Bluewater Street	Bluewater Lakes	\$650.00	\$3,000.00
HOA	Del Bello Blvd	Delbello	\$650.00	\$3,000.00
HOA	Cedar Creek Ln	Delbello	\$650.00	\$3,000.00
HOA	Manvel Parkway N	Delbello	\$650.00	\$3,000.00
HOA	Manvel Parkway S	Delbello	\$650.00	\$3,000.00
HOA	Meadow Shore Ln	Debello	\$650.00	\$3,000.00
HOA	Basin Park Drive	Debello	\$650.00	\$3,000.00
HOA	Charlotte Inbound	Lakeland	\$650.00	\$3,000.00
HOA	Tankersley	Lakeland	\$650.00	\$3,000.00
HOA	Waxahatchie	Lakeland	\$650.00	\$3,000.00
HOA	Cleburne W	Lakeland	\$650.00	\$3,000.00
HOA	Cleburne E	Lakeland	\$650.00	\$3,000.00
HOA	Terra Drive	Terra Estates	\$650.00	\$3,000.00
HOA	Terra Lane	Terra Estates	\$650.00	\$3,000.00
HOA	Pursley N	Meridiana	\$650.00	\$3,000.00
HOA	Pursley S	Meridiana	\$650.00	\$3,000.00
HOA	Manvel Parkway S	Meridiana	\$650.00	\$3,000.00
HOA	Manvel Parkway N	Meridiana	\$650.00	\$3,000.00
HOA	Meridiana Parkway N	Meridiana	\$650.00	\$3,000.00
HOA	Merdiana Parkway S	Meridiana	\$650.00	\$3,000.00
HOA	N. Meridiana Parkway N	Meridiana	\$650.00	\$3,000.00
HOA	N. Meridiana Parkway S	Meridiana	\$650.00	\$3,000.00
			\$35,400.00	\$144,000.00
			\$179,400.00	

Every Entrance covered					
Use	Location	Neighborhood	Local/TXDOT	Install Cost	Yearly Cost
PD	Pollard BLVD		Local	\$650.00	\$3,000.00
PD	Clark @ Pursley		Local	\$650.00	\$3,000.00
PD	Meridiana Inbound S		Local	\$650.00	\$3,000.00
PD	Meridiana Inbound N		Local	\$650.00	\$3,000.00
PD	Cumulus Inbound		Local	\$650.00	\$3,000.00
PD	South Masters S		Local	\$650.00	\$3,000.00
PD	Masters South N		Local	\$650.00	\$3,000.00
PD	Bissell Inbound		local	\$650.00	\$3,000.00
PD	DelBello RD Inbound		Local	\$650.00	\$3,000.00
PD	Old Chocolate Bayou		Local	\$650.00	\$3,000.00
PD	Hwy 6 WB Inbound		TXDOT	\$1,250.00	\$3,000.00
PD	Oilfield Rd Inbound		Local	\$650.00	\$3,000.00
PD	Masters North N		Local	\$650.00	\$3,000.00
PD	Masters North S		TXDOT	\$1,250.00	\$3,000.00
PD	Bullard Inbound		Local	\$650.00	\$3,000.00
PD	Croix inbound		Local	\$650.00	\$3,000.00
PD	Hwy 6 EB Inbound		TXDOT	\$1,250.00	\$3,000.00
PD	288 NB Exit to 6		TXDOT	\$1,250.00	\$3,000.00
PD	288 NB Main		TXDOT	\$1,250.00	\$3,000.00
PD	288 SB Entrance from 59		TXDOT	\$1,250.00	\$3,000.00
PD	288 SB Main		TXDOT	\$1,250.00	\$3,000.00
				\$17,850.00	\$63,000.00

\$80,850.00

Minimum				
Use	Location	School	Install Cost	Yearly Cost
SC	East Entrance	EC Mason	\$650.00	\$3,000.00
SC	West Entrance	EC Mason	\$650.00	\$3,000.00
SC	NE Entrance	EC Mason	\$650.00	\$3,000.00
SC	North Entrance	Manvel JR High	\$650.00	\$3,000.00
SC	South Entrance	Manvel JR High	\$650.00	\$3,000.00
SC	North Entrance	Jackie Doucet	\$650.00	\$3,000.00
SC	South Entrance	Jackie Doucet	\$650.00	\$3,000.00
SC	North Entrance	Barbara Bennett	\$650.00	\$3,000.00
SC	South Entrance	Barbara Bennett	\$650.00	\$3,000.00
SC	NE Entrance	Don Jeter	\$650.00	\$3,000.00
SC	W Entrance	Don Jeter	\$650.00	\$3,000.00
SC	SE Entrance	Don Jeter	\$650.00	\$3,000.00
SC	West Entrance	RP Jr High	\$650.00	\$3,000.00
SC	East Entrance	RP Jr High	\$650.00	\$3,000.00

\$9,100.00 \$42,000.00

\$51,100.00



CITY COUNCIL DATA SHEET

MEETING DATE: March 18, 2024

Regular Agenda

TOPIC:

Consideration and possible action to award Phase 3 of the Gardens at Croix Park

BACKGROUND:

As requested at the 3/4 City Council Meeting, the board met virtually on Tuesday 3/11/2024. Those in attendance were Paul Sofka, Leslie Calvert, Ellen Naegeli, and Brian Wilmer along with Glenn Olsen (GoNative Park Plan Designer and Consultant). Board Member Jordan Liston has stepped down from the board due to family needs.

Meeting Overview;

Item 1 – Jordan Liston

We briefly spoke on Jordans' request to step down from the task force due to family needs and unavailability. His email is attached and the Task Force agreed. They wanted to make sure there would be no issues so I will need to follow up with Tammy before I deliver the next update to them.

Item 2- Reasons for meeting

It was explained to the Task Force that we were simply not operating in the correct manner. Glenn and myself are suppose to take direction from the Task Force entirely and then follow up with deliverables. Aside from the progress made in phase 1 and 2 the Task Force was updated on these items

- The final pay app for Phase 2 which showed the credits for items we were not satisfied with.
- Glenn and myself providing an update to why we accepted items that were installed without an approved submittal
- An update from Landscape Art that explained why there was confusion on the dimensions and their oversight not sending submittals.

Item 3 – Approval for phase 3

Brian and Glenn vouched that from the consumer end the prices look high but they are in fact the going rate and they don't see much markup outside of what's normal of Landscape Arts proposal. We will need to review submittals before we agree to hardscape items.

The Task Force was in agreeance to proceed with Phase 3 but there were some action items.

- How is Landscape Art going to save face as the current deliverables fall short of expectations?
- Glenn will have to personally approve every plant before they go into the ground.
- Landscape Art will have to provide submittals before any work is complete and no additional work should take place until its relayed and approved by Glenn or the Task Force.
- Bi-weekly updates will be the objective from the PM to the Task Force.
- All contact with the Task Force will be with the entire Task Force and not through individual members.

The Task Force is not primarily concerned with reducing the estimate but instead want to get the most value for Money. They requested we approve the current amount and they will work to get the most out of it. Brian had a few other requests for prior documentation and bids but afterwards they expressed their appreciation and we ended the meeting a little after 8pm.

Landscape Art's submission was the highest-ranking submission by the Croix Park selection committee with a total bid amount of \$409,274.88. At the request of Council, staff requested a phasing plan that would maximize efforts based on the disclosed project budget. Phase 2 was budgeted at \$248,647.82. With the efforts of Staff and the Task Force we found savings using alternants and Phase 2 closed out at \$198,601.32. Phase 3 is quoted at \$97,668.06. Considering the Croix Park project balance and the balance in Beautification and Grounds Maintenance we can kick-off Phase 3 without the need of additional funding.

RECOMMENDATION:

Staff is recommending award Phase 3 of the Gardens at Croix Park

ATTACHMENTS:

The Gardens at Croix Park Pay Est 3, Gardens at Croix Park Phase 2, Gardens at Croix Park Phase 3

FUNDING ISSUES

- ☐ Not applicable
- ☐ Not budgeted
- ☒ Full amount already budgeted
- ☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Adewale Taiwo
Capital Projects Manager

FINANCE DIRECTOR APPROVAL Yes
CITY MANAGER APPROVAL: Yes



CITY COUNCIL DATA SHEET

MEETING DATE: March 4, 2024

Regular Agenda

TOPIC:

Consideration and possible action to award Phase 3 of the Gardens at Croix Park

BACKGROUND:

Landscape Art's submission was the highest-ranking submission by the Croix Park selection committee with a total bid amount of \$409,274.88. At the request of Council, staff requested a phasing plan that would maximize efforts based on the disclosed project budget. Phase 2 was budgeted at \$248,647.82. With the efforts of Staff and the Task Force we found savings using alternants and Phase 2 closed out at \$198,601.32. Phase 3 is quoted at \$97,668.06. Considering the Croix Park project balance and the balance in Beautification and Grounds Maintenance we can kick-off Phase 3 without the need of additional funding.

RECOMMENDATION:

Staff is recommending award Phase 3 of the Gardens at Croix Park

ATTACHMENTS:

The Gardens at Croix Park Pay Est 3, Gardens at Croix Park Phase 2, Gardens at Croix Park Phase 3

FUNDING ISSUES

- ☐ Not applicable
- ☐ Not budgeted
- ☒ Full amount already budgeted
- ☐ Funds to be transferred from Acct.#

SUBMITTING STAFF MEMBER
Adewale Taiwo
Capital Projects Manager

FINANCE DIRECTOR APPROVAL Yes

CITY MANAGER APPROVAL: Yes

TO OWNER/CLIENT:

City of Manvel
20031 Morris Avenue
Manvel, Texas 77578

PROJECT:

The Gardens at Croix Park

APPLICATION NO: 3

INVOICE NO: 3 - Final

PERIOD: Not Specified

PROJECT NO: 5084

FROM CONTRACTOR:

Landscape Art, Inc.
2303 Dickinson Ave
League City, Texas 77573

VIA ARCHITECT/ENGINEER:

CONTRACT DATE:

CONTRACT FOR: The Gardens at Croix Park

CONTRACTOR'S APPLICATION FOR PAYMENT

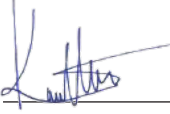
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum	\$215,810.82
2.	Net change by change orders	\$(17,209.50)
3.	Contract Sum to date (Line 1 ± 2)	\$198,601.32
4.	Total completed and stored to date (Column G on detail sheet)	\$198,601.32
5.	Retainage:	
	a. 0.00% of completed work	\$0.00
	b. 0.00% of stored material	\$0.00
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$0.00
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$198,601.32
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$178,741.19
8.	Current payment due:	\$19,860.13
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$9,150.75	\$(26,360.25)
Total approved this month:	\$0.00	\$0.00
Totals:	\$9,150.75	\$(26,360.25)
Net change by change orders:	\$(17,209.50)	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Landscape Art, Inc.

By: 

Date: 02/21/2024

State of: Texas

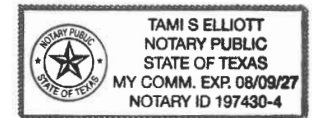
County of: Galveston

Subscribed and sworn to before

me this 21st day of February 2024

Notary Public:

My commission expires: 8/9/2027



ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$19,860.13

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: _____

Date: _____

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3

APPLICATION DATE: 2/29/2024

PERIOD: Not Specified

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1		General Conditions and Mobilization	\$9,147.00	\$9,147.00	\$0.00	\$0.00	\$9,147.00	100.00%	\$0.00	\$0.00
2		Bonds, Insurance, and Permits	\$7,975.00	\$7,975.00	\$0.00	\$0.00	\$7,975.00	100.00%	\$0.00	\$0.00
3		SWPPP	\$2,465.00	\$2,465.00	\$0.00	\$0.00	\$2,465.00	100.00%	\$0.00	\$0.00
4		Tree Protection Fencing	\$917.85	\$917.85	\$0.00	\$0.00	\$917.85	100.00%	\$0.00	\$0.00
5		Landscape Removal	\$5,480.00	\$5,480.00	\$0.00	\$0.00	\$5,480.00	100.00%	\$0.00	\$0.00
6		Site Furnishing Removal	\$7,024.00	\$7,024.00	\$0.00	\$0.00	\$7,024.00	100.00%	\$0.00	\$0.00
7		Decomposed Granite Path without 4" Aggregate Base	\$36,603.00	\$36,603.00	\$0.00	\$0.00	\$36,603.00	100.00%	\$0.00	\$0.00
8		Metal Edging for Trail	\$18,707.20	\$18,707.20	\$0.00	\$0.00	\$18,707.20	100.00%	\$0.00	\$0.00
9		Flagstone at Mower Crossings	\$1,279.35	\$1,279.35	\$0.00	\$0.00	\$1,279.35	100.00%	\$0.00	\$0.00
10		6' Garden Benches, Thermally Modified Red Oak	\$14,300.00	\$14,300.00	\$0.00	\$0.00	\$14,300.00	100.00%	\$0.00	\$0.00
11		Table w/ 4 Seats Thermally Modified Red Oak	\$5,945.00	\$5,945.00	\$0.00	\$0.00	\$5,945.00	100.00%	\$0.00	\$0.00
12		Wildlife Brush Pile	\$541.32	\$541.32	\$0.00	\$0.00	\$541.32	100.00%	\$0.00	\$0.00
13		Front Entrance Signage	\$1,648.00	\$1,648.00	\$0.00	\$0.00	\$1,648.00	100.00%	\$0.00	\$0.00
14		Road Signage	\$4,113.00	\$4,113.00	\$0.00	\$0.00	\$4,113.00	100.00%	\$0.00	\$0.00
15		Entrance Arbor	\$5,912.00	\$5,912.00	\$0.00	\$0.00	\$5,912.00	100.00%	\$0.00	\$0.00
16		Entrance Flagstone Walk	\$1,111.50	\$1,111.50	\$0.00	\$0.00	\$1,111.50	100.00%	\$0.00	\$0.00
17		Butterfly Garden Butterfly Statue Allowance	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100.00%	\$0.00	\$0.00
18		Butterfly Garden Statue Base and Installation	\$2,608.00	\$2,608.00	\$0.00	\$0.00	\$2,608.00	100.00%	\$0.00	\$0.00
19		Nook Pergola	\$16,031.35	\$16,031.35	\$0.00	\$0.00	\$16,031.35	100.00%	\$0.00	\$0.00
20		Nook Curved Seating Area	\$13,983.00	\$13,983.00	\$0.00	\$0.00	\$13,983.00	100.00%	\$0.00	\$0.00
21		Woodland Retreat Flagstone	\$554.25	\$554.25	\$0.00	\$0.00	\$554.25	100.00%	\$0.00	\$0.00
22		Woodland Retreat Stone Bench	\$1,440.00	\$1,440.00	\$0.00	\$0.00	\$1,440.00	100.00%	\$0.00	\$0.00
23		Irrigation	\$56,525.00	\$56,525.00	\$0.00	\$0.00	\$56,525.00	100.00%	\$0.00	\$0.00
TOTALS:			\$215,810.82	\$215,810.82	\$0.00	\$0.00	\$215,810.82	100.00%	\$0.00	\$0.00

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
24	PCCO#001								

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
24.1	COR#001								
24.1.1	PCO#001								
24.1.1.1	O Other (CREDIT) Site Furnishing Removal	\$ (7,024.00)	\$ (7,024.00)	\$0.00	\$0.00	\$ (7,024.00)	100.00%	\$0.00	\$0.00
24.1.1.2	O Other (CREDIT) Picnic Table	\$ (5,945.00)	\$ (5,945.00)	\$0.00	\$0.00	\$ (5,945.00)	100.00%	\$0.00	\$0.00
24.1.1.3	O Other Add 1' foot to Decomposed Granite with Stabilizer.	\$9,150.75	\$9,150.75	\$0.00	\$0.00	\$9,150.75	100.00%	\$0.00	\$0.00
25	PCCO#002								
25.1	COR#002								
25.1.1	PCO#003								
25.1.1.1	O Other Nook Pergola credit	\$ (4,462.00)	\$ (4,462.00)	\$0.00	\$0.00	\$ (4,462.00)	100.00%	\$0.00	\$0.00
25.1.2	PCO#002								
25.1.2.1	O Other Entrance arbor credit	\$ (1,037.00)	\$ (1,037.00)	\$0.00	\$0.00	\$ (1,037.00)	100.00%	\$0.00	\$0.00
25.1.3	PCO#004								
25.1.3.1	O Other Nook Curved Seating Area credit	\$ (1,790.00)	\$ (1,790.00)	\$0.00	\$0.00	\$ (1,790.00)	100.00%	\$0.00	\$0.00
26	PCCO#003								
26.1	COR#003								
26.1.1	PCO#005								
26.1.1.1	O Other Credit for Butterfly Garden Butterfly Statue Allowance.	\$ (1,500.00)	\$ (1,500.00)	\$0.00	\$0.00	\$ (1,500.00)	100.00%	\$0.00	\$0.00
26.1.2	PCO#008								
26.1.2.1	O Other Credit for Woodland Retreat Stone Bench	\$ (1,440.00)	\$ (1,440.00)	\$0.00	\$0.00	\$ (1,440.00)	100.00%	\$0.00	\$0.00
26.1.3	PCO#006								
26.1.3.1	O Other Credit for Butterfly Garden Statue Base and Installation	\$ (2,608.00)	\$ (2,608.00)	\$0.00	\$0.00	\$ (2,608.00)	100.00%	\$0.00	\$0.00
26.1.4	PCO#007								
26.1.4.1	O Other Credit for Woodland Retreat Flagstone	\$ (554.25)	\$ (554.25)	\$0.00	\$0.00	\$ (554.25)	100.00%	\$0.00	\$0.00
TOTALS:		\$ (17,209.50)	\$ (17,209.50)	\$0.00	\$0.00	\$ (17,209.50)	100.00%	\$0.00	\$0.00

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$198,601.32	\$198,601.32	\$0.00	\$0.00	\$198,601.32	100.00%	\$0.00	\$0.00



Bid Presentation for The Gardens at Croix Park Phase 1

Prepared and presented on June, 29 2023

Prepared by Landscape Art, Inc.
2303 Dickinson Ave., League City, TX
281-309-0500

Description	Unit	Quantity	Unit Cost	Price
General Conditions and Mobilization	LS	1	9,147.00	9,147.00
Bonds, Insurance, and Permits	LS	1	7,975.00	7,975.00
Site Preparation				
SWPPP	LS	1	2,465.00	2,465.00
Tree Protection Fencing	LF	435	2.11	917.85
Landscape Removal	LS	1	5,480.00	5,480.00
Site Furnishing Removal	LS	1	7,024.00	7,024.00
Hardscape (Full Site)				
Decomposed Granite Trail with 4" Aggregate Subbase	SF	4900	12.59	61,691.00
Metal Edging for Trail	LF	2368	7.90	18,707.20
Flagstone at Mower Crossings	SF	45	28.43	1,279.35
Site Furnishings				
6' Garden Benches, Thermally Modified Red Oak	EA	5	2,860.00	14,300.00
Table w/ 4 Seats Thermally Modified Red Oak	EA	1	5,945.00	5,945.00
Wildlife Brush Pile	EA	1	541.32	541.32
Signage				
Front Entrance Signage	EA	1	1,648.00	1,648.00
Road Signage	EA	1	4,113.00	4,113.00
Entrance				
Arbor	LS	1	5,912.00	5,912.00
Flagstone Walk	SF	45	24.70	1,111.50
Butterfly Garden				
Butterfly Statue Allowance	LS	1	1,500.00	1,500.00
Statue Base and Installation	LS	1	2,608.00	2,608.00
Nook				
Pergola	LS	1	16,031.35	16,031.35
Curved Seating Area	LS	1	13,983.00	13,983.00
Woodland Retreat				
Flagstone	SF	25	22.17	554.25
Stone Bench	LS	1	1,440.00	1,440.00
Irrigation (Sleeving, Power Drop, and 50% Irrigation)	LS	1	64,274.00	64,274.00
Grand Total				248,647.82

Notes:

We have assumed that this is a non-taxable job and a tax exemption certificate will be provided.

We appreciate this opportunity and look forward to working with you on this project.



Bid Presentation for The Gardens at Croix Park Phase 2

Prepared and presented on February 21, 2024

Prepared by Landscape Art, Inc.

2303 Dickinson Ave., League City, TX

281-309-0500

Description	Unit	Quantity	Unit Cost	Price
Site Preparation				
New Planting Bed Excavation and Hauloff	LS	1	7,185.00	7,185.00
Hardscape (Full Site)				
Strip Sod for Hardscape Repair	LF	4535	2.17	9,840.95
Lawn Planting				
American Beautyberry	3 g	1	69.19	69.19
American Sycamore	30 g	1	440.10	440.10
Arrowwood Viburnum	3 g	1	73.78	73.78
Blackgum	15 g	1	278.26	278.26
Cherry-Laurel	15 g	1	259.65	259.65
Drummond's Red Maple	7 g	1	126.37	126.37
Eastern Redbud	15 g	1	247.24	247.24
Eastern Red Cedar	7 g	2	130.09	260.18
Glossy Abelia	7 g	1	126.37	126.37
Mexican Plum	15 g	1	259.65	259.65
Red Mulberry	3 g	1	74.15	74.15
Retama	15 g	1	296.86	296.86
River Birch	15 g	1	234.84	234.84
Sweetbay Magnolia	15 g	1	259.65	259.65
Shumard Oak	15 g	1	259.65	259.65
Southern Wax Myrtle	7 g	1	126.37	126.37
Trumpet Creeper	1 g	1	28.11	28.11
Turk's Cap	3 g	2	59.26	118.52
Virginia Sweetspire	3 g	2	61.74	123.48
Water Oak	7 g	1	105.28	105.28
Yellow Bells	3 g	1	61.74	61.74
Plastic Tree Trunk Protectors	EA	30	16.84	505.20
Entrance				
Autumn Sage - Salvia greggii	1 g	4	26.25	105.00
Strawberry Bush	3 g	2	69.17	138.34
Viginia Creeper	1 g	4	26.25	105.00
Virginia Sweetspire	3 g	4	61.74	246.96
Hummingbird Beds				
Stone Planting Border (Mexican Pina)	LF	53	56.13	2,974.89
Cuphea	3 g	3	73.78	221.34
Flame Acanthus	3 g	1	60.50	60.50

Autumn Sage - Salvia greggii	1 g	4	26.25	105.00
Mealy Blue Sage	1 g	13	25.01	325.13
Standing Cypress	1 g	10	29.97	299.70
Cardinal Sage	1 g	7	27.49	192.43
Turk's Cap	3 g	1	59.26	59.26
Winecup	1 g	4	28.11	112.44
Butterfly Garden				
Butterfly Statue Allowance	LS	1	1,500.00	1,500.00
Statue Base and Installation	LS	1	2,608.00	2,608.00
Aquatic Milkweed	1 g	2	29.97	59.94
Black-Eyed Susan	1 g	6	26.25	157.50
Bouquet Dill	4 in	8	12.57	100.56
Dutchman's Pipevine	1 g	11	36.18	397.98
Florence Fennel	4 in	17	12.57	213.69
Frogfruit	1 g	10	26.25	262.50
Gregg's Mistflower	1 g	6	28.11	168.66
Gulf Muhly	3 g	3	54.30	162.90
Purple Coneflower	1 g	12	26.25	315.00
Purple Lovegrass	3 g	6	54.30	325.80
Swamp Milkweed	1 g	13	29.35	381.55
Nook				
Stone Planting Border (Mexican Pina)	LF	103	56.13	5,781.39
Carolina Jessamine	3 g	2	58.02	116.04
Crossvine	3 g	2	60.50	121.00
Dwarf Barbados Cherry	3 g	2	74.15	148.30
Fall Aster	1 g	6	28.11	168.66
Indian Blanket	1 g	12	27.49	329.88
Glossy Abelia	7 g	1	126.37	126.37
Lanceleaf Coreopsis	1 g	9	27.93	251.37
Purple Lovegrass	3 g	2	54.30	108.60
Verbena	1 g	10	28.73	287.30
Bee Garden				
Bee Hotel	EA	2	387.00	774.00
Stone Planting Border (Mexican Pina)	LF	70	56.13	3,929.10
Butterfly Gaura	1 g	3	28.11	84.33
Gayfeather	1 g	7	27.49	192.43
Lanceleaf Coreopsis	1 g	15	27.93	418.95
Lemon Beebalm	1 g	17	29.97	509.49
Little Bluestem	1 g	42	26.87	1,128.54
Mexican Hat	1 g	3	27.49	82.47
Peter's Purple Monarda	1 g	7	29.66	207.62
Spiderwort	1 g	12	30.26	363.12
Woodland Retreat				
Flagstone	SF	25	22.17	554.25
Stone Bench	LS	1	1,440.00	1,440.00
Bird Drip Water Feature	LS	1	1,864.00	1,864.00
Sweetbay Magnolia	15 g	1	259.65	259.65

American Beautyberry	3 g	2	69.19	138.38
Arrowwood Viburnum	3 g	1	73.78	73.78
Coralberry	1 g	7	28.73	201.11
Dwarf Barbados Cherry	1 g	3	53.54	160.62
Gulf Coast Penstemon	1 g	8	28.11	224.88
Parsley Hawthorn	10 g	1	170.37	170.37
Pigeonberry	1 g	7	28.11	196.77
Southern Wax Myrtle	7 g	1	126.37	126.37
Strawberry Bush	3 g	3	69.19	207.57
Cardinal Sage	1 g	11	27.49	302.39
Turk's Cap	3 g	10	59.26	592.60
Virginia Sweetspire	3 g	3	61.74	185.22
Sunflower Field				
Annual Sunflower	Seed	1	155.00	155.00
Little Bluestem	3 g	58	55.54	3,221.32
Maximilian Sunflower	1 g	4	30.59	122.36
Purple Lovegrass	3 g	6	54.30	325.80
Swamp Sunflower	1 g	22	28.73	632.06
Bird Bath				
Bird Bath	LS	1	5,205.00	5,205.00
American Beautyberry	3 g	1	69.19	69.19
Button Bush	7 g	1	142.50	142.50
Coralberry	1 g	3	28.73	86.19
Dwarf Palmetto	3 g	1	81.59	81.59
Gregg's Salvia	1 g	3	26.25	78.75
Turk's Cap	3 g	2	59.26	118.52
White Water Lily	1 g	2	41.19	82.38
Bird Pond				
Bird Pond	LS	1	16,858.00	16,858.00
American Beautyberry	3 g	1	59.19	59.19
Coralberry	1 g	2	28.73	57.46
Deciduous Holly	7 g	1	130.10	130.10
Fall Obedient Plant	1 g	3	28.11	84.33
Flame Acanthus	3 g	1	60.50	60.50
Louisiana Iris	1 g	4	31.82	127.28
Pickering Plant	1 g	1	26.25	26.25
Rusty Blackhaw Viburnum	3 g	1	81.59	81.59
Spiderlily	1 g	2	28.11	56.22
Spring Obedient Plant	1 g	3	28.11	84.33
Swamp Sunflower	1 g	2	28.73	57.46
Cardinal Sage	1 g	8	27.49	219.92
White Water Lily	1 g	1	41.19	41.19
90 Day Maintenance	Month	3	4,872.00	14,616.00
Grand Total				97,668.06

Notes:

1. Drip irrigation for beds will be installed after the planting is complete. The cost of the drip was included in Phase 1.

We have assumed that this is a non-taxable job and a tax exemption certificate will be provided.

We appreciate this opportunity and look forward to working with you on this project.