

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



**NOTICE OF A MEETING
MANVEL CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
January 16, 2025**

**NOTICE IS HEREBY GIVEN
6:30 P.M.**

Pursuant to Chapter 551, Title 5 of the Texas Government Code, the Texas Open Meetings Act, notice is hereby given that the Capital Improvements Advisory Committee 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 CIAC 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. They 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 for further information.

Regular Session

Call To Order

Roll Call

Christopher Davenport, Place 1
Keatha Davenport, Place 2
Jason Hoelscher, Place 3
Ramji Ramachandran, Place 4
Alina Rogers, Place 5

Pledge

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

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.

Consent Agenda

- A. Acceptance of meeting minutes to date.

Regular Agenda

- A. Update/review of the scope of duties of the board.
- B. Consideration and possible action to approve the Semiannual Capital Improvement Plan Report and forward with favorable recommendation to City Council.
- C. Consideration and possible action to set future meeting dates.

Adjourn

CERTIFICATION

I, Tammy Bell, City Secretary for the City of Manvel, do hereby certify that the foregoing Agenda of the City of Manvel 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 1/10/2025 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

TO: Dan Johnson, PE, City of Manvel
Adewale Taiwo, City of Manvel
Rosa Donaire, City of Manvel

FROM: Ishita Rahman, PE, Freese and Nichols, Inc.
Bailey Keller, PE, Freese and Nichols, Inc.
Richard Weatherly, PE, Freese and Nichols, Inc.

SUBJECT: Semiannual Capital Improvements Advisory
Committee (CIAC) Report

DATE: January 8, 2025



The City of Manvel adopted their current water and wastewater impact fees of \$2,441 and \$7,107, respectively, for the base meter on October 13, 2021, per ordinance number 2021-O-25. Impact fees are implemented under the procedure outlined in Chapter 395 of the Texas Local Government Code (TLGC) and are defined as “a charge or assessment imposed by a political subdivision against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development.”

TLGC Chapter 395 requires that a capital improvements advisory committee (CIAC) be appointed by Council to serve in an advisory capacity and is established to:

1. Advise and assist the political subdivision in adopting land use assumptions;
2. Review the capital improvements plan and file written comments;
3. Monitor and evaluate implementation of the capital improvements plan;
4. File semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and
5. Advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

This document has been prepared to fulfill the requirements of the semiannual report on the water and wastewater impact fees.



WATER AND WASTEWATER IMPACT FEE SEMIANNUAL REPORT

Capital Improvements Advisory Committee

The City of Manvel appointed members of CIAC for a two-year term during the City Council meeting on March 18, 2024 (**Table 1**).

Table 1: 2024 Capital Improvements Advisory Committee

Member	Role/Association
Christopher Davenport	Place 1
Keatha Davenport	Place 2
Venkataratnam Ramachandran	Place 3
Jason Hoelscher	Place 4/Home Builder
Alina Rogers	Place 5/Relator

Water and Wastewater Impact Fee Land Use Assumptions

The water and wastewater impact fee service area and the water and wastewater land use assumptions as included in the 2021 Water and Wastewater Impact Fee Update study are included in **Appendix A**. **Table 2** presents the number of new connections (or SUEs) since the adoption of the latest water and wastewater impact fees. The growth in SUEs was calculated utilizing information provided by the City’s Utility Billing Department.

Table 2: Growth in Service Unit Equivalentents Since 2021 Impact Fee Update

Service	Growth in SUEs ⁽¹⁾
Water and Wastewater	726

(1) Growth in SUEs based on water meter billing data provided by the City and excludes irrigation meters.

Water and Wastewater Impact Fee Capital Improvements Plan

Table 3 and **Table 4** present the status of water and wastewater impact fee eligible capital improvements plan (CIP) projects, respectively, as identified in the 2021 Water and Wastewater Impact Fee study. The water and wastewater CIP figures are included in **Appendix A**.



Table 3: Water Impact Fee CIP Projects Status

Impact Fee Eligible CIP No.	Description of Project ^(a)	Status	2021 Impact Fee Report Capital Costs	Latest Estimated Project Cost ^(b) (if available)	Notes
A	Master Water Plan and Impact Fee Update	Completed	\$67,500	\$67,500	Completed in 2021.
B	Del Bello 1 MG EST (Manvel EST)	In Progress	\$3,390,000	\$5,680,347	
1	Manvel City Center Interconnect	In Progress	\$1,584,800	\$1,710,012	Portions of the lines are currently under design/construction. Latest estimated project cost is based on a modified scope of the project that may include updated size and alignments. Some projects may have a future phase and that cost estimate is currently not available.
2	Sowell Interconnect	In Progress	\$1,597,400	\$1,778,041	
3	Dogwood Avenue - Phase 1	Not Started	\$723,800	-	
4	Masters Line Waterline Extension Phase 3	In Progress	\$1,776,600	\$410,431	Project extent has been modified.
5	Dogwood Avenue - Phase 2	Not Started	\$666,400	-	
6	Bissell Road Loop	Not Started	\$860,000	-	
7	Del Bello interconnect	Completed	\$1,967,000	\$360,498	Latest estimated project cost is based on a modified scope of the project that may include updated size and alignments. This project may have a future phase and that cost estimate is currently not available.
8	Del Bello and Masters Road Loop	Not Started	\$1,880,200	-	
9	Manvel Parkway Waterline Extension	In Progress	\$1,509,400	\$459,145	Latest estimated project cost includes a portion of the water line. This line is being constructed as part of two separate projects. Partial estimate is available.
10	Maverick Plant Improvements	In Progress	\$1,032,500	\$1,510,725	Partially completed.
11	School Road Plant Improvements	Removed from CIP	\$3,360,000	-	Project need is being met by a different project.
12	Pump Station Expansion	Not Started	\$10,360,000	-	
13	Cemetery Road Loop Phase 2	Not Started	\$630,600	-	
14	Del Bello Spur to Del Bello Blvd Loop	Not Started	\$1,109,200	-	
15	Master Water Plan and Impact Fee Study (2025/26)	Not Started	\$75,000	-	
16	Master Water Plan and Impact Fee Study (2030/31)	Not Started	\$87,000	-	

(a) Alignment of some line projects were modified during design phase and are different from the alignment shown on the impact fee figure.

(b) The project cost is based on the design OPCC or actual construction costs depending on the status of the project.



Table 4: Wastewater Impact Fee CIP Project Status

Impact Fee Eligible CIP No.	Description of Project ^(a)	Status	2021 Impact Fee Report Capital Costs	Latest Estimated Project Cost ^(b) (if available)	Notes
A	Master Wastewater Plan and Impact Fee Update	Completed	\$61,200	\$61,200	Completed in 2021.
1	1.0 MGD Expansion of the Central Regional Wastewater Treatment Plant (Phase 1)	In Progress	\$26,741,900	\$43,362,000	Current estimate of project cost.
2	New 4.0 MGD Pollard Blvd Lift Station and 18-inch Force Main (Phase 1)	In Progress	\$3,324,354	\$3,076,673	Project partially completed. Latest estimated project cost is based on a modified scope of the project that may include updated size and alignments. This project may have a future phase and that cost estimate is currently not available.
3	12/15/18/30-inch Lines through Valencia Development	In Progress	\$4,330,058	\$4,237,696	Project partially completed.
4	8-inch Gravity Main along McCoy Drive and Lewis Lane	In Progress	\$753,800	\$639,123	
5	Expansion of the Central Region Wastewater Treatment Plant to 2.0 MGD Capacity (Phase 2)	Not Started	\$15,904,500	-	
6	12-inch Del Bello SPUR Gravity Main	Not Started	\$1,555,200	-	
7	Master Wastewater Plan and Impact Fee Study (2025/26)	Not Started	\$75,000	-	
8	Master Wastewater Plan and Impact Fee Study (2030/31)	Not Started	\$87,000	-	

(a) Alignment of some line projects were modified during design phase and are different from the alignment shown on the impact fee figure.

(b) The project cost is based on the design OPCC or actual construction costs depending on the status of the project.

(c) Capital cost reflects City's oversizing share only. Therefore, the percent utilization only considers projected 10-year growth outside of the Valencia development.



Water and Wastewater Impact Fee Fund Activity

The City of Manvel maintains a water and wastewater impact fee account where the City records revenue for water and wastewater separately. The impact fee funds are transferred into the Capital Improvements Fund to apply towards the impact fee eligible capital improvements plan projects that were identified in the 2021 Water and Wastewater Impact Fee Study. **Table 5** presents the Water and Wastewater Impact Fee fund activity in the past 5 years.

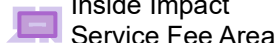
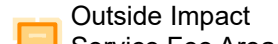
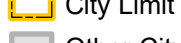


Table 5: Water and Wastewater Impact Fee Fund Activity

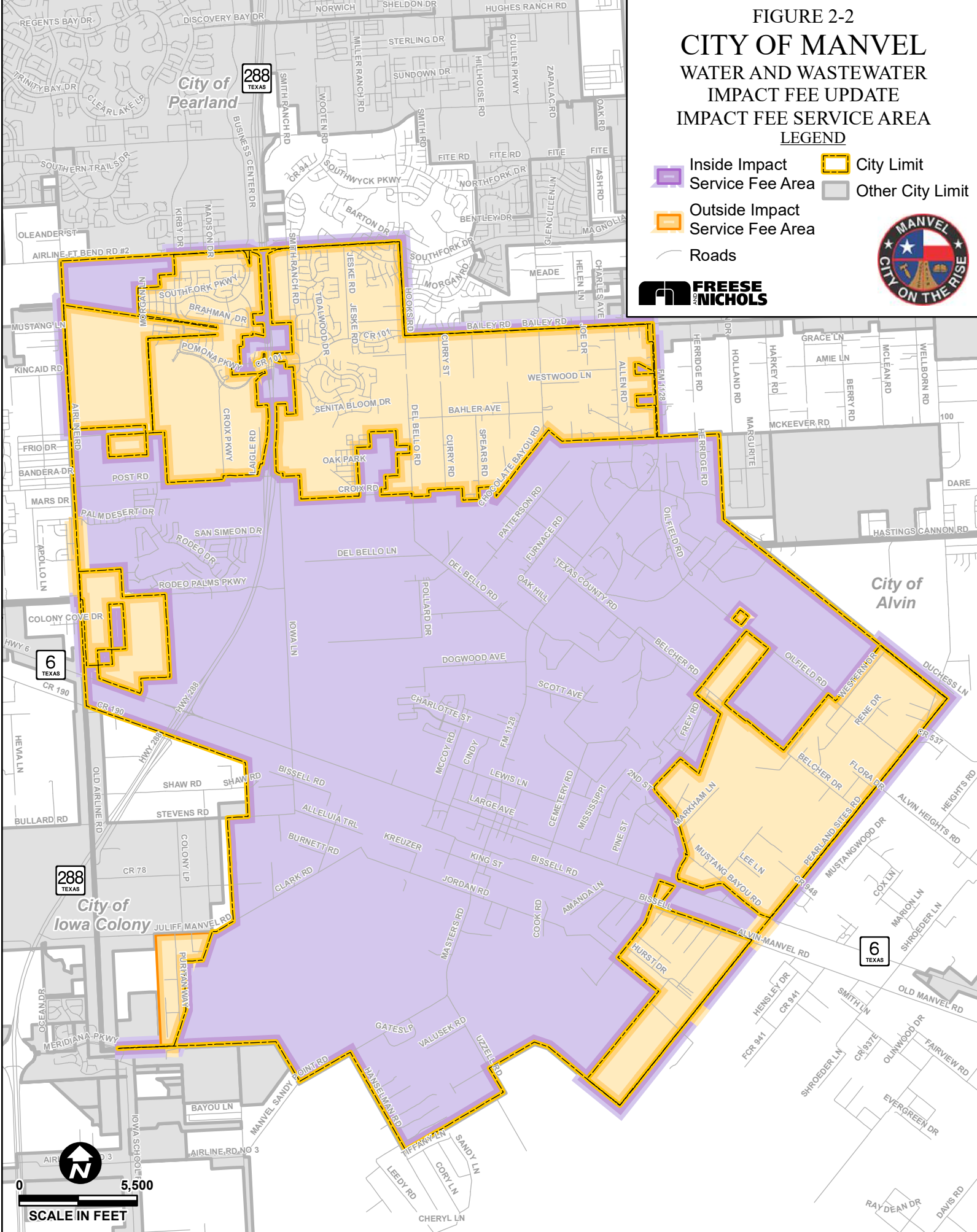
Water and Wastewater Impact Fee Account	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Actual	FY24-25 Actual To Date
Beginning balance	\$611,436	\$676,722	-	\$147,820	-	\$3,563,470
Interest Income	\$6,156	\$501	\$0	\$0	\$0	\$0
Water Impact Fee Revenue	\$350,997	\$443,302	\$109,870	\$(4,884)	\$974,935	\$31,250
Wastewater Impact Fee Revenue	\$113,133	\$269,887	\$37,950	\$90,971	\$2,838,535	\$45,484
Transferred to CIP Fund per Budget	\$(405,000)	\$(1,390,411)	-	\$(233,907)	\$(250,000)	\$0
Ending Water and Wastewater Impact Fee Account Balance:	\$676,722	-	\$147,820	-	\$3,563,470	\$3,640,204



Appendix A

FIGURE 2-2
CITY OF MANVEL
 WATER AND WASTEWATER
 IMPACT FEE UPDATE
 IMPACT FEE SERVICE AREA
 LEGEND

-  Inside Impact Service Fee Area
-  Outside Impact Service Fee Area
-  City Limit
-  Other City Limit
-  Roads



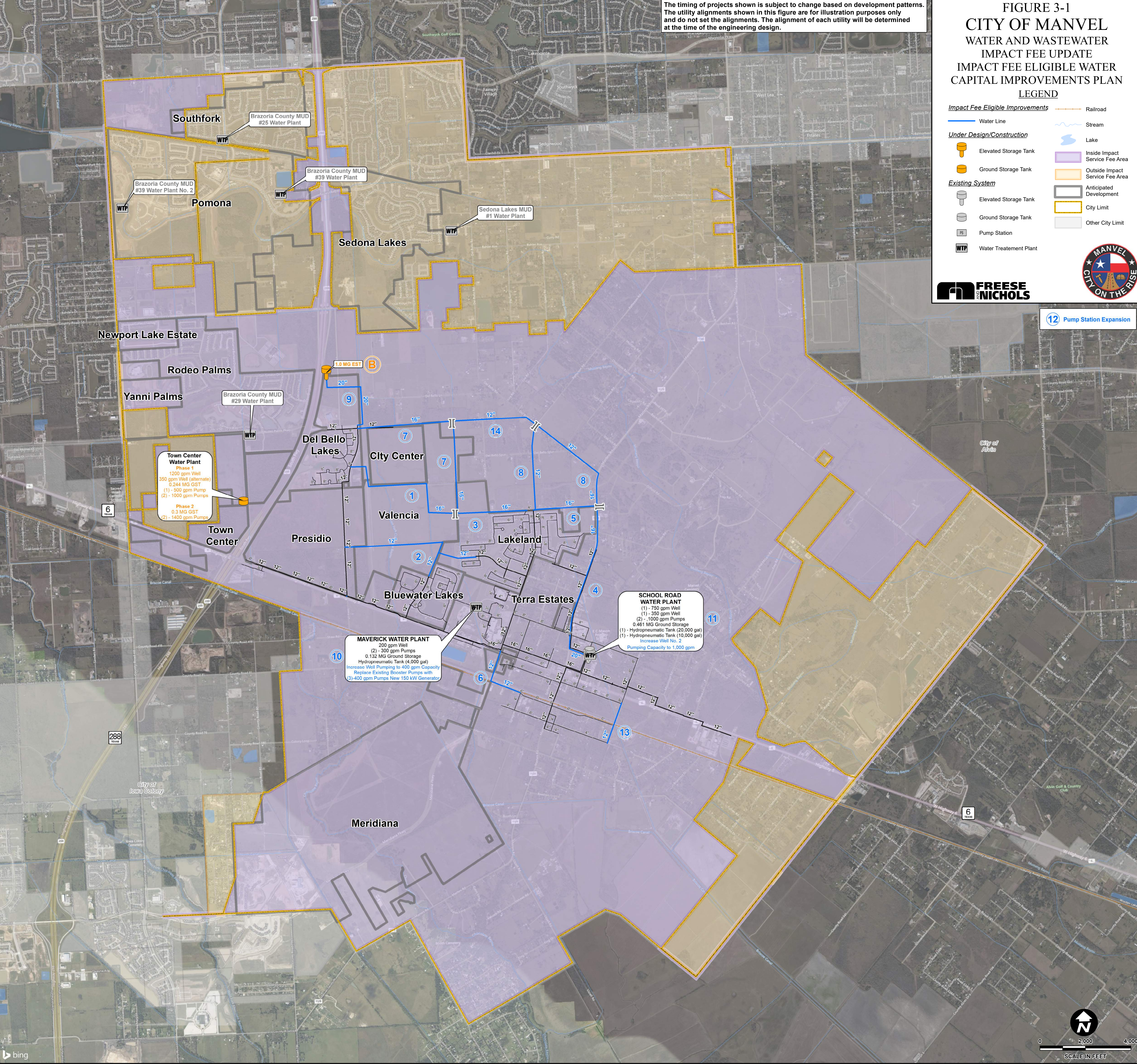
The timing of projects shown is subject to change based on development patterns. The utility alignments shown in this figure are for illustration purposes only and do not set the alignments. The alignment of each utility will be determined at the time of the engineering design.

FIGURE 3-1
CITY OF MANVEL
 WATER AND WASTEWATER
 IMPACT FEE UPDATE
 IMPACT FEE ELIGIBLE WATER
 CAPITAL IMPROVEMENTS PLAN
 LEGEND

- Impact Fee Eligible Improvements**
- Water Line
 - Stream
 - Lake
 - Inside Impact Service Fee Area
 - Outside Impact Service Fee Area
 - Anticipated Development
 - City Limit
 - Other City Limit
- Under Design/Construction**
- Elevated Storage Tank
 - Ground Storage Tank
- Existing System**
- Elevated Storage Tank
 - Ground Storage Tank
 - Pump Station
 - Water Treatment Plant
 - Railroad



12 Pump Station Expansion



Town Center Water Plant
 Phase 1
 1200 gpm Well
 350 gpm Well (alternate)
 0.24 MG GST
 (1) - 500 gpm Pump
 (2) - 1000 gpm Pumps
 Phase 2
 0.3 MG GST
 (2) - 1400 gpm Pump

MAVERICK WATER PLANT
 200 gpm Well
 (2) - 300 gpm Pumps
 0.132 MG Ground Storage
 Hydro-pneumatic Tank (4,000 gal)
 Increase Well Pumping to 400 gpm Capacity
 Replace Existing Booster Pumps with
 (3)-400 gpm Pumps New 150 kW Generator

SCHOOL ROAD WATER PLANT
 (1) - 750 gpm Well
 (1) - 350 gpm Well
 (2) - 1000 gpm Pumps
 0.461 MG Ground Storage
 (1) - Hydro-pneumatic Tank (20,000 gal)
 (1) - Hydro-pneumatic Tank (10,000 gal)
 Increase Well No. 2
 Pumping Capacity to 1,000 gpm

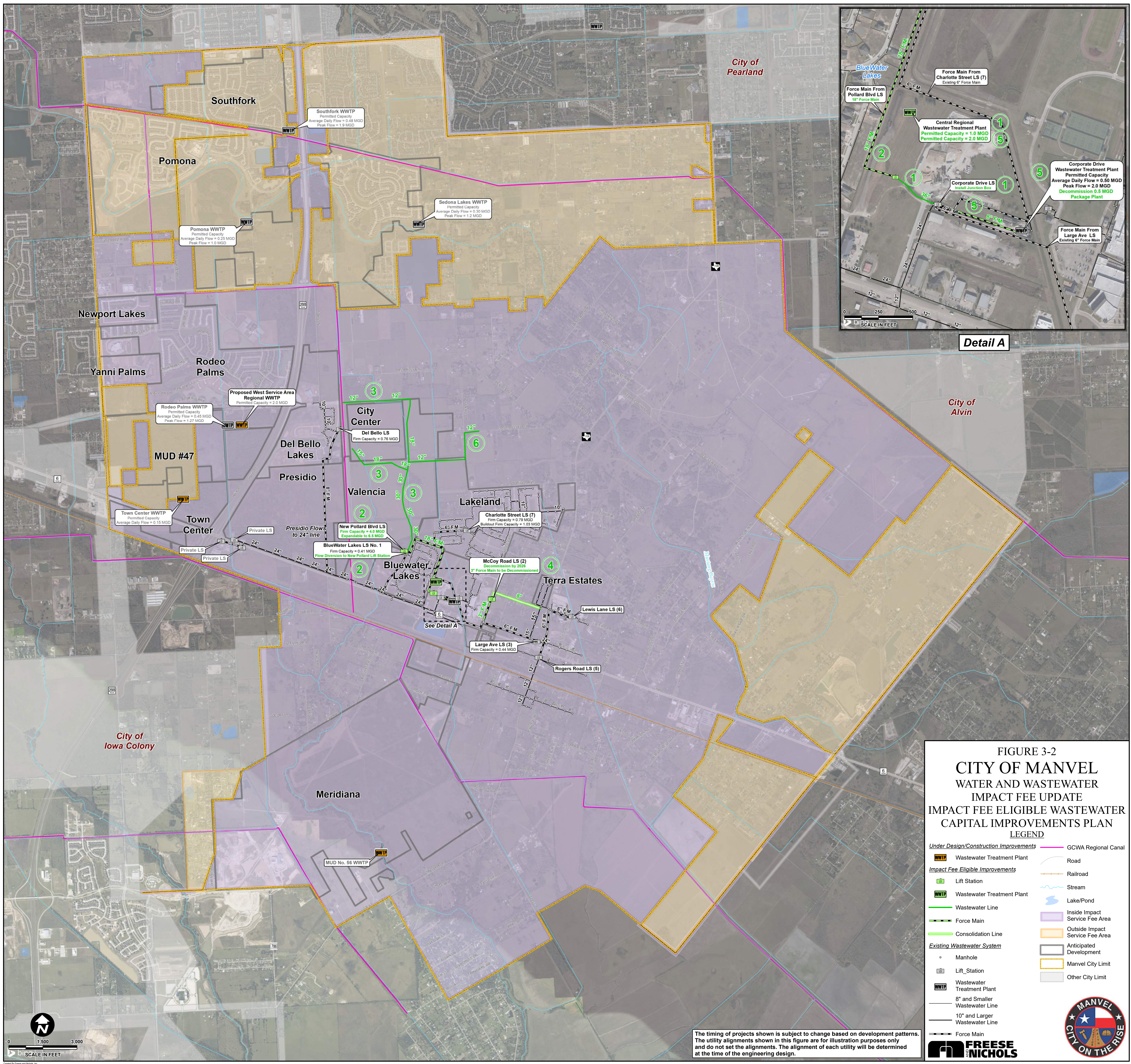
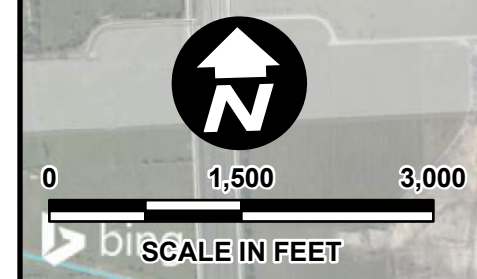
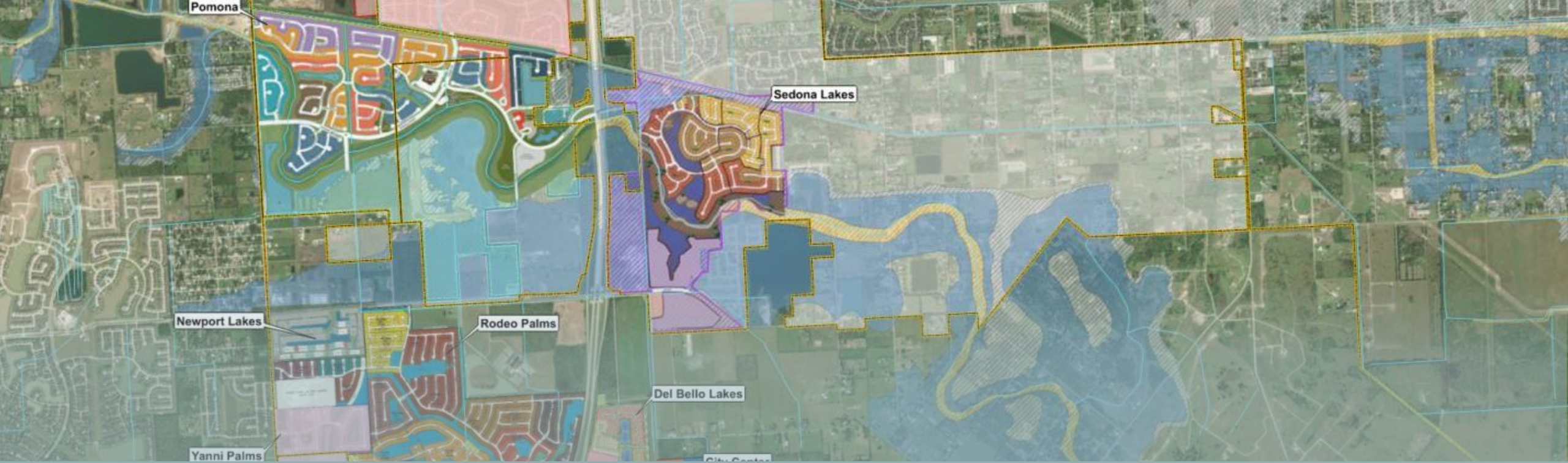


FIGURE 3-2
CITY OF MANVEL
 WATER AND WASTEWATER
 IMPACT FEE UPDATE
 IMPACT FEE ELIGIBLE WASTEWATER
 CAPITAL IMPROVEMENTS PLAN
 LEGEND

- GCWA Regional Canal
- Wastewater Treatment Plant
- Lift Station
- Wastewater Line
- Consolidation Line
- Existing Wastewater System
- Manhole
- Lift Station
- Wastewater Treatment Plant
- 8" and Smaller Wastewater Line
- 10" and Larger Wastewater Line
- Force Main
- Road
- Railroad
- Stream
- Lake/Pond
- Inside Impact Service Fee Area
- Outside Impact Service Fee Area
- Anticipated Development
- Manvel City Limit
- Other City Limit

The timing of projects shown is subject to change based on development patterns. The utility alignments shown in this figure are for illustration purposes only and do not set the alignments. The alignment of each utility will be determined at the time of the engineering design.





WATER & WASTEWATER IMPACT FEE SEMIANNUAL REPORT

Capital Improvements Advisory Committee
Workshop Presentation | January 16, 2025



CIAC MEMBERS

Member	Role/Association
Christopher Davenport	Place 1
Keatha Davenport	Place 2
Venkataratnam Ramachandran	Place 3
Jason Hoelscher	Place 4/Home Builder
Alina Rogers	Place 5/Relator



IMPACT FEE 101



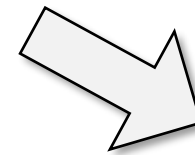
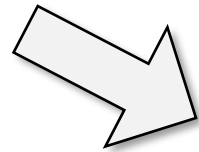
2021 IMPACT FEE UPDATE



SEMIANNUAL CIAC REPORT

WHAT ARE IMPACT FEES?

One-time charge assessed to new development for a portion of costs related to specific capital improvements



*Systematic, structured approach
to assessment of fees*

THE BASIC QUESTION

**WHO PAYS FOR
INFRASTRUCTURE TO
SERVE GROWTH?**

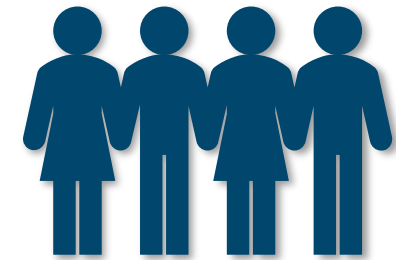
IMPACT FEES

New development
shares the cost



NO IMPACT FEES

Existing and future
rate payers pay for all
capital projects



IMPACT FEE BACKGROUND

- Governed by Chapter 395 of the Texas Local Government Code (TLGC)
- State law requires impact fees to be updated every 5 years
- Why have impact fees?
 - ✓ Allows cities to **recoup costs** associated with infrastructure needed to serve future development, and **makes growth pay for a share of the growth**
 - ✓ Reduces full cost burden of new facilities on **existing customers**

WHAT IS ELIGIBLE FOR IMPACT FEES?

Components that **can** be paid for through an impact fee program:

- ✓ Recently constructed improvements with excess capacity to accommodate growth within 10 years
- ✓ Construction cost of capital improvements on the 10-Year CIP
- ✓ Survey and Engineering fees
- ✓ Land acquisition costs, including court awards
- ✓ Debt Service of Impact Fee CIP
- ✓ Study/Update Costs

Components that **cannot** be paid for through an impact fee program:

- ✗ Projects not included in the CIP
- ✗ Repair, operation and maintenance of existing or new facilities
- ✗ Upgrades to serve existing development
- ✗ Administrative costs of operating the program
- ✗ Non-CIP debt service

»»» During Impact Fee Study

- Guide the conduct of the study
- **Provide input on:**
 - ✓ Land Use Assumptions (LUA)
 - ✓ Capital improvement plans (CIPs) for Water and Wastewater
- **Provide written comments** to Council on the recommended impact fees

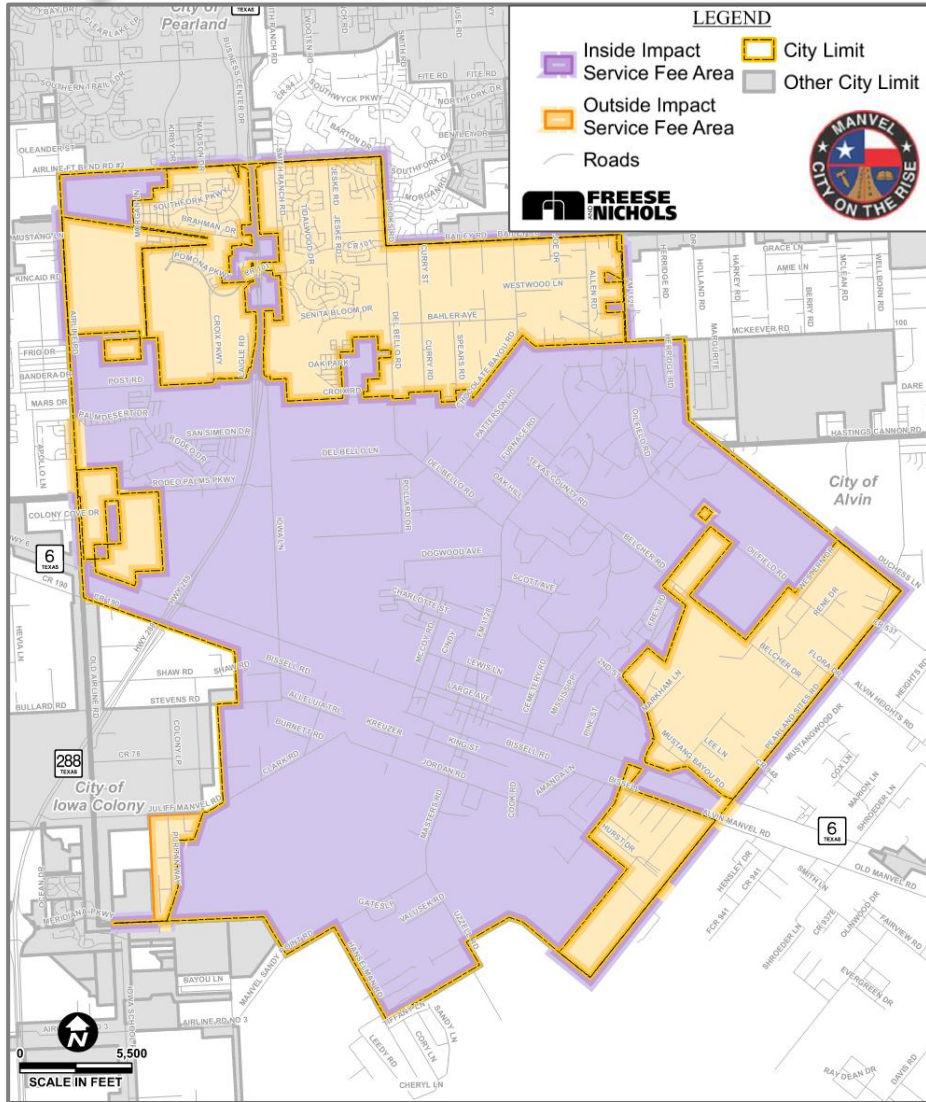
»»» After Adoption of Impact Fee

- File semiannual reports with respect to progress of the CIP and report to the City Council any perceived inequities in implementing the plan of imposing the impact fee
- Advise the City Council of the need to update or revise the LUA, CIP and Impact Fee

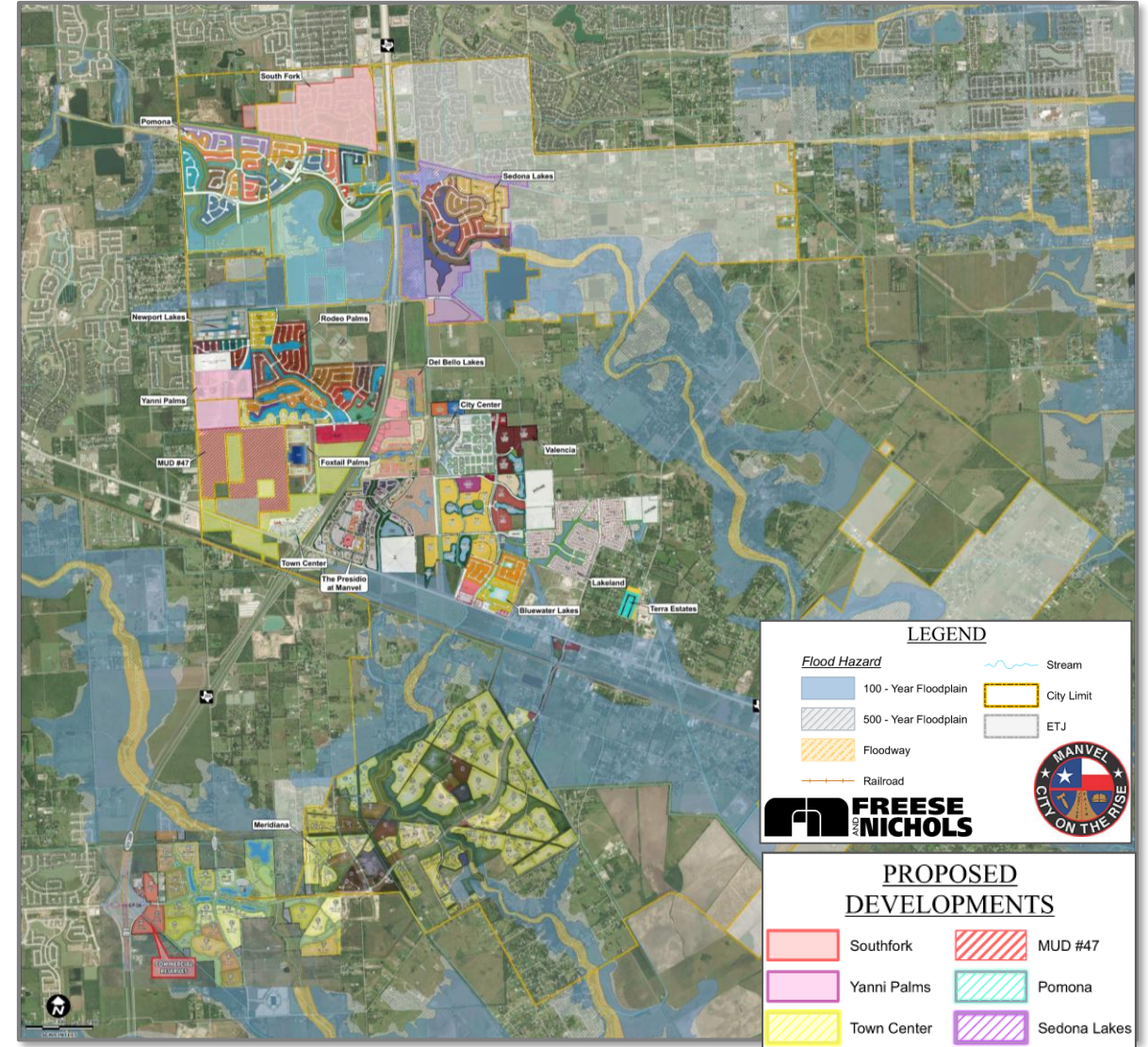
LUA = Land Use Assumption
CIP = Capital Improvements Plan

LAND USE ASSUMPTIONS

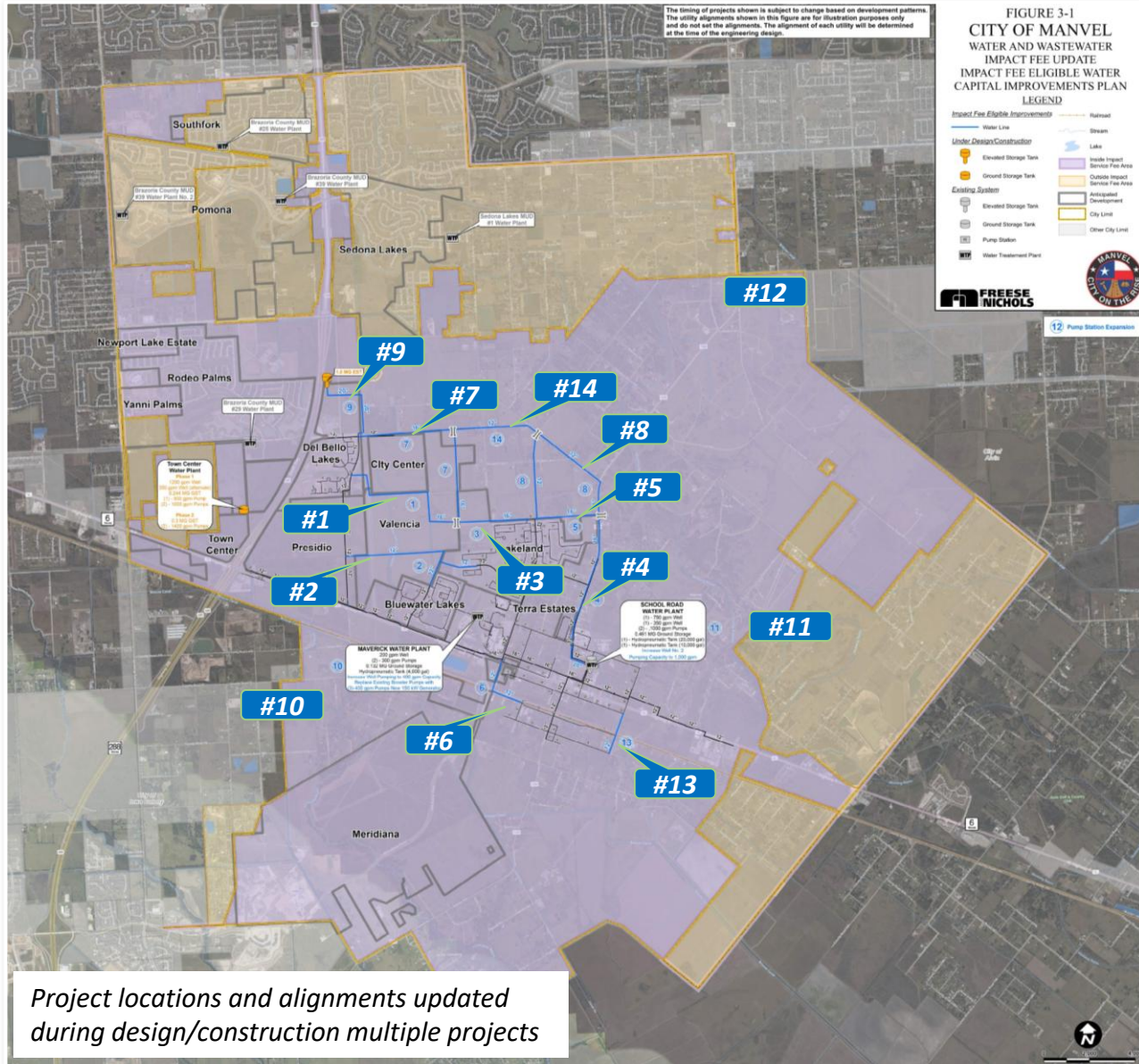
Impact Fee Service Area



Anticipated Future Developments

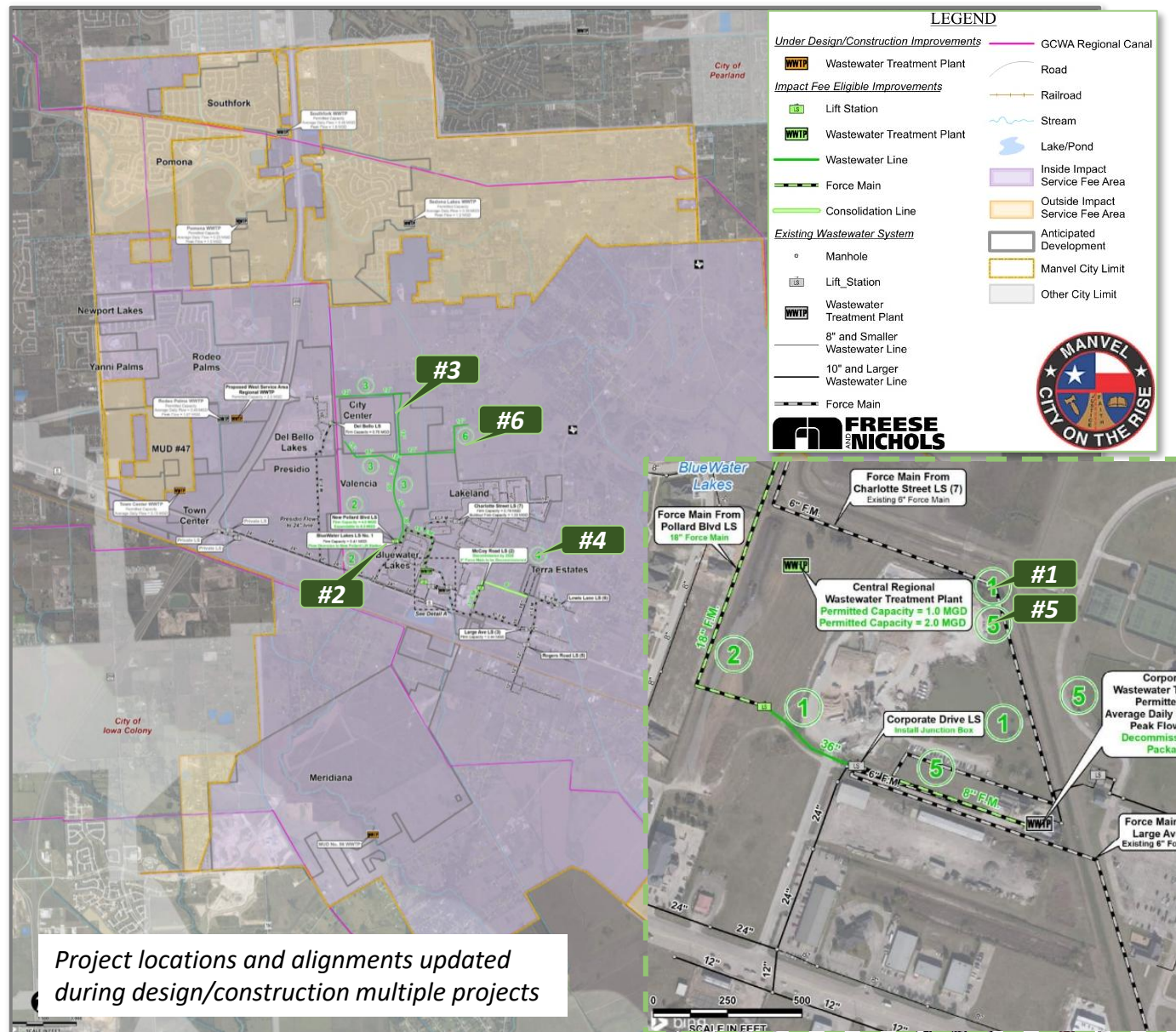


WATER IMPACT FEE ELIGIBLE CAPITAL IMPROVEMENTS PLAN



Impact Fee Eligible CIP No.	Description of Project
A	Master Water Plan and Impact Fee Update
B	Del Bello 1 MG EST (Manvel EST)
1	Manvel City Center Interconnect
2	Sowell Interconnect
3	Dogwood Avenue - Phase 1
4	Masters Line Waterline Extension Phase 3
5	Dogwood Avenue - Phase 2
6	Bissell Road Loop
7	Del Bello interconnect
8	Del Bello and Masters Road Loop
9	Manvel Parkway Waterline Extension
10	Maverick Plant Improvements
11	School Road Plant Improvements
12	Pump Station Expansion
13	Cemetery Road Loop Phase 2
14	Del Bello Spur to Del Bello Blvd Loop
15	Master Water Plan and Impact Fee Study (2025/26)
16	Master Water Plan and Impact Fee Study (2030/31)

WASTEWATER IMPACT FEE ELIGIBLE CAPITAL IMPROVEMENTS PLAN



Impact Fee Eligible CIP No.	Description of Project
A	Master Wastewater Plan and Impact Fee Update
1	1.0 MGD Expansion of the Central Regional Wastewater Treatment Plant (Phase 1)
2	New 4.0 MGD Pollard Blvd Lift Station and 18-inch Force Main (Phase 1)
3	12/15/18/30-inch Lines through Valencia Development
4	8-inch Gravity Main along McCoy Drive and Lewis Lane
5	Expansion of the Central Region Wastewater Treatment Plant to 2.0 MGD Capacity (Phase 2)
6	12-inch Del Bello SPUR Gravity Main
7	Master Wastewater Plan and Impact Fee Study (2025/26)
8	Master Wastewater Plan and Impact Fee Study (2030/31)

Project locations and alignments updated during design/construction multiple projects

EXISTING IMPACT FEE ORDINANCE

- »» Existing impact fees adopted in October 2021
- »» Assessed based on the water meter size

Meter Size	Service Unit Equivalent	Impact Fees		
		Water	Wastewater	Total
3/4"	1.0	\$2,441	\$7,107	\$9,548
1"	1.6	\$3,906	\$11,371	\$15,277
1-1/2"	4.0	\$9,766	\$28,428	\$38,194
2"	6.4	\$15,625	\$45,484	\$61,109
3"	12.8	\$31,251	\$90,969	\$122,220
4"	20.0	\$48,830	\$142,140	\$190,970
6"	40.0	\$97,660	\$284,280	\$381,940
8"	64.0	\$156,256	\$454,848	\$611,104
10"	92.0	\$224,618	\$653,844	\$878,462

Total Water & Wastewater Impact Fee for 3/4" meter = \$9,548

IMPACT FEE FUND ACTIVITY

Water and Wastewater Impact Fee Account	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Actual	FY 24-25 Actual To Date
Beginning balance	\$611,436	\$676,722	-	\$147,820	-	\$3,563,470
Interest Income	\$6,156	\$501	\$0	\$0	\$0	\$0
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Transferred to CIP Fund	\$(405,000)	\$(1,390,411)	-	\$(233,907)	(\$250,000)	\$0
Ending Water and Wastewater Impact Fee Account Balance:	\$676,722	-	\$147,820	-	\$3,563,470	\$3,640,204

WATER IMPACT FEE ELIGIBLE CAPITAL IMPROVEMENTS PLAN

Impact Fee Eligible CIP No.	Description of Project ^(a)	Status	2021 Impact Fee Report Capital Costs	Latest Estimated Project Cost ^(b) (if Available)	Notes
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(b) The project cost is based on the design OPCC or actual construction costs depending on the status of the project.

WASTEWATER IMPACT FEE ELIGIBLE CAPITAL IMPROVEMENTS PLAN

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5	Expansion of the Central Region Wastewater Treatment Plant to 2.0 MGD Capacity (Phase 2)	Not Started	\$15,904,500	-	
6	12-inch Del Bello SPUR Gravity Main	Not Started	\$1,555,200	-	
7	Master Wastewater Plan and Impact Fee Study (2025/26)	Not Started	\$75,000	-	
8	Master Wastewater Plan and Impact Fee Study (2030/31)	Not Started	\$87,000	-	

(a) Alignment of some line projects were modified during design phase and are different from the alignment shown on the impact fee figure.

(b) The project cost is based on the design OPCC or actual construction costs depending on the status of the project.

(c) Capital cost reflects City's oversizing share only. Therefore, the percent utilization only considers projected 10-year growth outside of the Valencia development.

Newport Lakes

Rodeo Palms

Del Bello Lakes

Yanni Palms

City Center

Valencia

Thank you!

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Foxtail Palms

Town Center

Bluewater Lakes

Terra Estates

