



City of Manvel

Approved Budget

Fiscal Year
2020-2021



Adopted Budget

October 1, 2020 – September 30, 2021

This budget will raise more revenue from property taxes than last year’s budget by an amount of \$417,401, which is a 7.85% increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$321,734.

FY 2020-2021 CITY COUNCIL RECORD VOTE

The members of the governing body voted on the adoption of the budget as follows:

FOR:

Debra Davison, Mayor
Larry Akery, Council Place 1
Lorraine Hehn, Council Place 2
Jason Albert, Council Place 5
Jerome Hudson, Council Place 6

AGAINST:

Dan Davis, Council Place 4

PRESENT AND NOT VOTING:

None

ABSENT:

Brian Wilmer, Council Place 3

Property Tax Rate Comparison

Tax Year	2019	2020
Fiscal Year	2020	2021
Property Tax Rate	.640000	.610000
No-New-Revenue Tax Rate	.639053	.584838
No-New-Revenue Maintenance and Operations Tax Rate	.400564	.391310
Voter-Approval Tax Rate	.651657	.632097
Debt Tax Rate	.219048	.209483

The total amount of outstanding debt obligations: \$22,755,000.

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.”

City Council



Second Row (from left): **Larry Akery**, Council Place 1; **Jason Albert**, Council Place 5; **Dan Davis**, Council Place 4; **Jerome Hudson**, Council Place 6.

Front Row (from left): **Brian Wilmer** Council Place 3; **Debra Davison**, Mayor; **Lorraine Hehn**, Council Place 2.

City of Manvel, Texas

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Section 1 – Introduction

READER’S GUIDE

In order to present the City Council and public with a clear picture of services and their costs, this year’s budget includes actual revenues and expenditures from the 2016-17 fiscal year, the 2017-18 fiscal year, and the 2018-19 fiscal year. Additionally, the FY 2019-20 original budget projections, the FY 2019-20 revised budget projections, the FY 2019-20 year-end estimates, and the FY 2020-21 adopted budget projections are included.

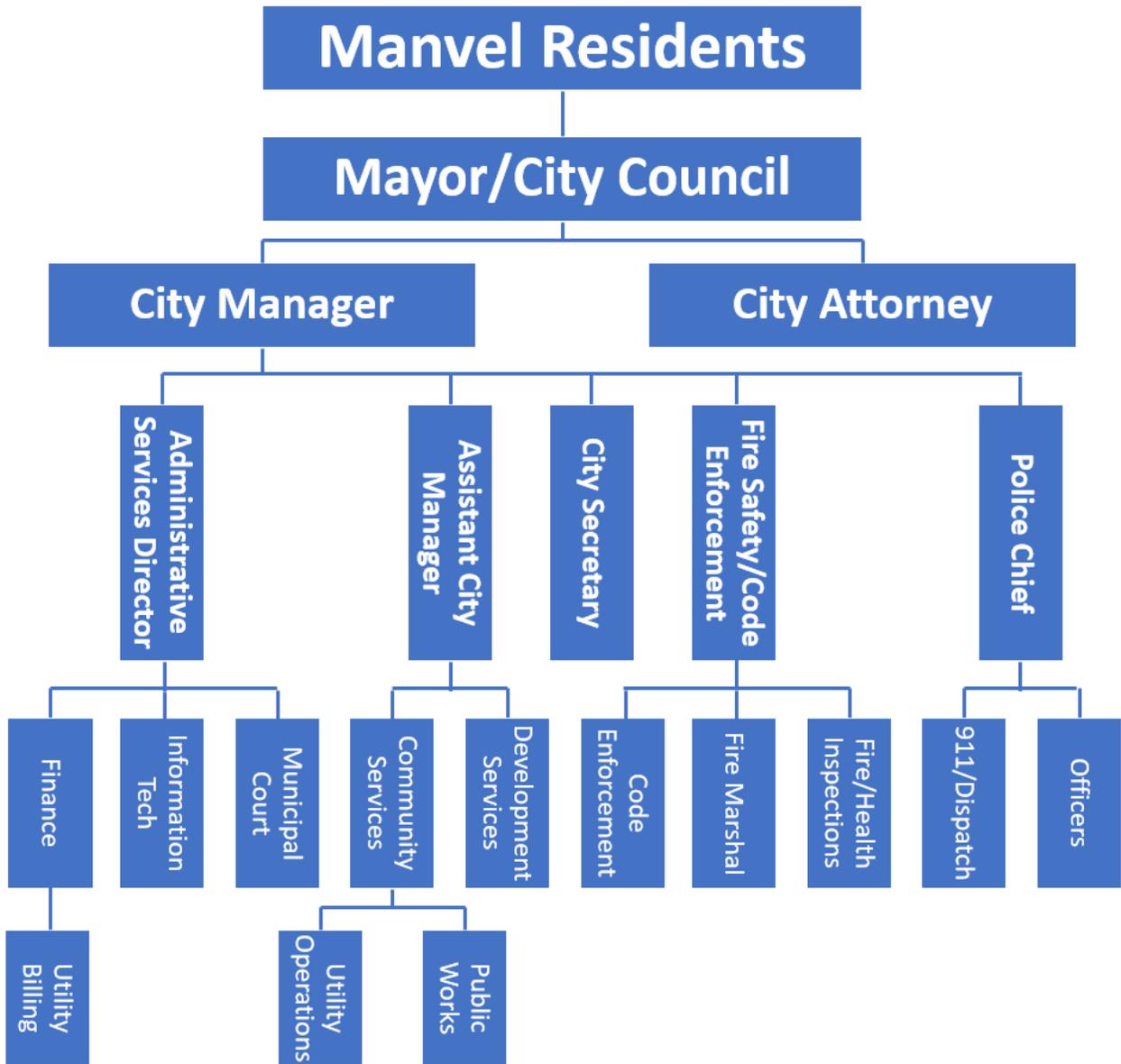
BUDGET FORMAT

This document is divided into four major sections: the introduction, financial information, operational information, and supplement information. The introductory section contains the City Manager’s letter addressed to the Mayor and City Council which explains major policies and issues that affected the development of the fiscal year budget. This section also includes the City’s organizational and staffing charts as well as a summary of all financial statements.

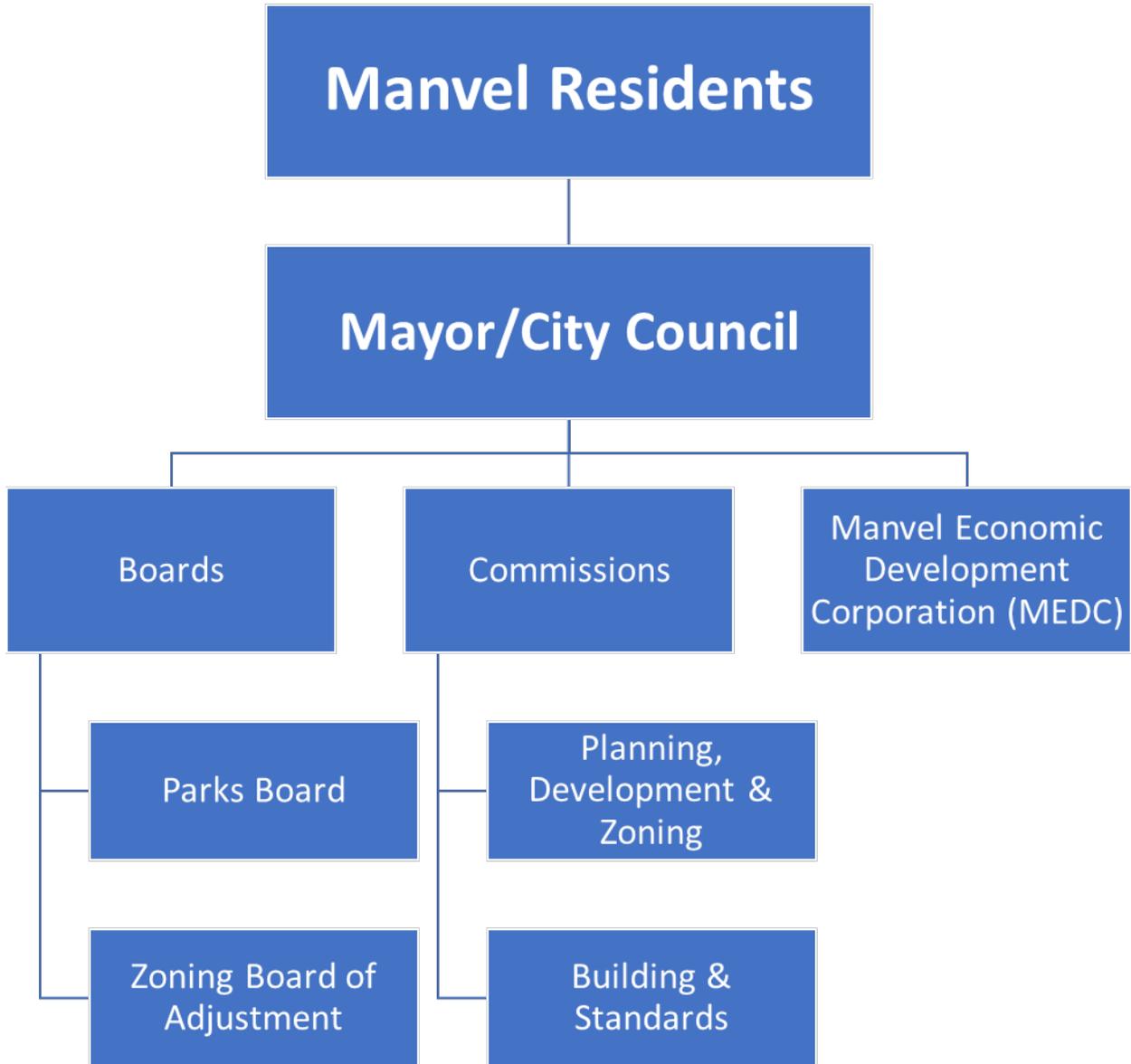
The Financial and Operational sections describe various aspects of the City’s organization. This information is grouped by fund and then by department. Like many local governments, the City of Manvel uses the fund method of accounting. Simply stated, a fund is a unit of the City which tracks the application of various public resources. For example, the Utility Fund is established to account for the revenues and expenditures of the City’s water and wastewater operations. Most people are particularly interested in the General Fund that encompasses most of the City’s operations including Police, Municipal Court and Public Works. Financial information, including the adopted FY 2020-21 budget is presented for every fund. The financial condition of each fund is presented over five years. Similar to a checking account statement you receive from your bank, each fund shows beginning balances, revenues, expenditures, and ending balances for each year. Each fund shows the actual audited amount from the previous three fiscal years, which is fiscal year 2016-17 through fiscal year 2018-19 in this document. The ending balance of the actual audited amount for fiscal year 2018-19 then becomes the beginning balance of the projected current fiscal year, FY 2019-20. The Estimated FY 2019-20 column illustrates projected amounts that can be compared to the amounts included in the original and revised budget columns for the current year. The ending balance of the estimated current fiscal year totals then becomes the beginning balance for the FY 2020-21 budget year. Included with the financials for each fund are narratives and tables that describe the major features of the particular fund. Each department’s budget presentation includes a mission statement, accomplishments from the previous fiscal year, and operational goals for the upcoming year. Staffing levels for each department are included and summarized over a number of years, similar to the funding information.

The Capital Improvement Program Summary is the bridge from Financial/Operational to Supplemental as it provides a more detailed narrative to some of the City’s long-range projects. Some may classify these project details as Other Supplemental Information, so it provides a nice segue into the final section of the budget. The adopted budget ordinance and a glossary of terms that may be used within this document are also included in the Supplemental Information section.

Organizational Chart



Boards and Commissions Chart



Location and City Profile

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

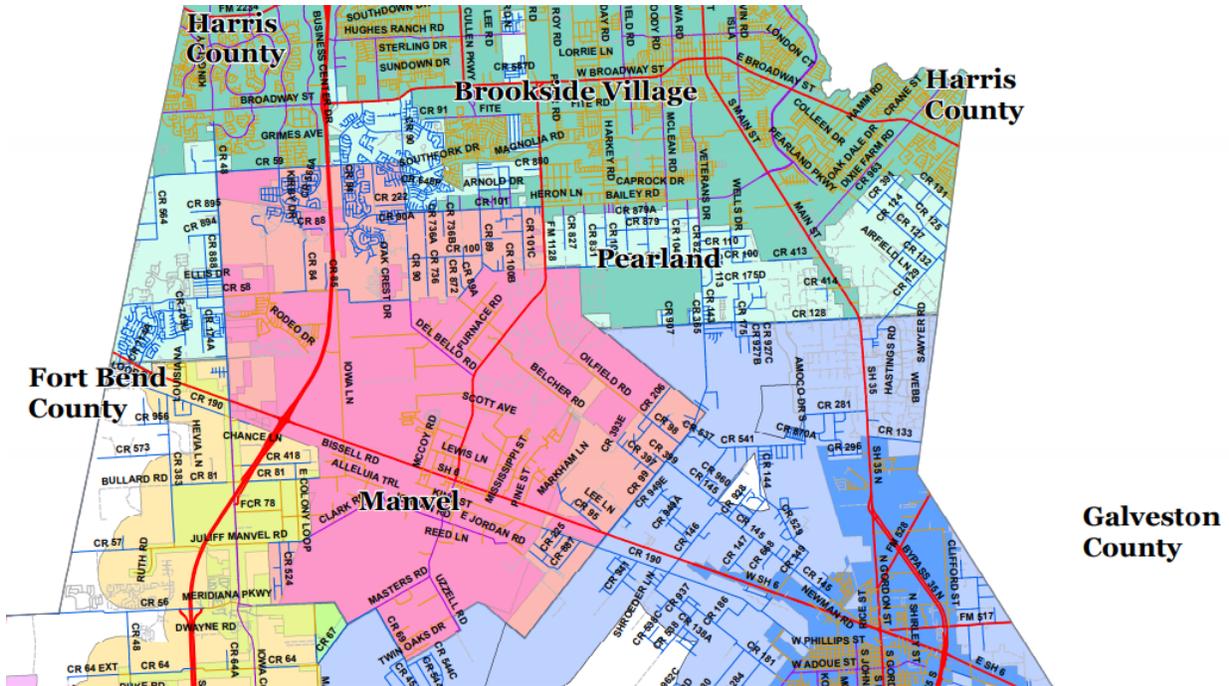
The City of Manvel was incorporated March 12, 1956, and adopted the "Home Rule Charter" on November 23, 1974, pursuant to the laws of the State of Texas. The City operates under a Council-Manager form of government and provides services authorized by its charter. Presently these services include: police and fire protection, drainage, building/code inspection, planning, zoning, engineering, street repair and maintenance, park maintenance, recreational activities for citizens, and general administrative services. The City is an independent political subdivision of the State of Texas, governed by an elected seven-member council, and it is considered a primary government. As the City is considered a primary government for financial reporting purposes, its activities are not considered part of any other government or other type of reporting entity.

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

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

Houston's population growth is currently top-20 in the country based on percentage, and much higher based on sheer volume. It is anticipated that much of Houston's growth will spill over into the neighboring cities and counties; Brazoria County can expect a population growth of 21% over the next ten years (2025), and 78% by 2035. Manvel is experiencing unprecedented residential development rates that puts the City's actual growth rate above those previously projected. With the rapid pace of growth occurring in the Houston area, Manvel is becoming a desirable location to consider given its convenient access to the Medical Center, Hobby Airport, and downtown Houston. Like many of the other municipalities in Brazoria County, much of the City's development is linked to that of the entire region.

Map of the City



FY 2020-21 Budget Calendar

Date	Description
February 8, 2020	Council Workshop – Goals, direction, general planning
April 24, 2020	Budget worksheets distributed to department heads
May 1, 2020	2020 estimated values received from Appraisal District
May 22, 2020	Finance department completes preliminary revenue estimates
May 22, 2020	Budget requests and narratives due to finance department
May 25, 2020	Finance department begins compiling departmental requests and narratives
June 22-26, 2020	City Manager holds meetings with department heads to discuss requests
July 2, 2020	Finance department submits draft of FY 2020-21 budget
July 17, 2020	City Manager completes review of proposed FY 2019-20 budget
July 25, 2020	2020 certified values received from Appraisal District
July 31, 2020	City Manager delivers proposed FY 2020-21 budget to City Secretary to file and distribute to City Council per City Charter
August 3, 2020	Regular City Council Meeting – Presentation of FY 2020-21 proposed budget
August 7, 2020	Last day to submit to City Council the no-new-revenue and voter-approval rates
August 17, 2020	Regular City Council meeting – Discussion on proposed budget
August 21, 2020	Last day for proposed budget to be filed per State ordinance
August 29, 2020	Last day to publish notice of public hearing on 2020-21 budget (9/8)
September 8, 2020	Regular City Council meeting – Public hearing on 2020-21 budget
September 14, 2020	Continuous internet and TV notice of tax rate public hearing begins (9/21)
September 16, 2020	Last day to publish notice of tax rate hearing or meeting to adopt tax rate (9/21)
September 21, 2020	Regular City Council meeting – Adoption of FY 2020-21 budget
September 21, 2020	Regular City Council meeting – Hold tax rate hearing and adopt tax rate
September 28, 2020	Contingency date for City Council meeting to adopt budget/tax rate

City Manager Message

To: Honorable Mayor Debra Davison and City Council

From: Kyle Jung, City Manager

Date: September 18, 2020

In accordance with City Charter provisions, it is my pleasure to present the City of Manvel's Fiscal Year 2020-21 Operating Budget. This document is scheduled to be adopted by the City Council at its regularly scheduled meeting on September 21, 2020.

As with most things this year, the budget process began before the COVID pandemic, but was rudely interrupted and altered due to the virus. Workshops for City Council and staff were scheduled for February and March in order to start the budgetary process. Those workshops soon fell victim to the shutdowns that impacted communities throughout the state and the nation. As the City adjusted to using virtual meetings and telecommuting, the budget process continued with the added difficulty of having to compile numbers and ideas without getting close to anyone. An added degree of difficulty came from the fact that this was the first year that municipalities had to deal with Texas Senate Bill 2, as it was passed in 2019 but most parts did not take effect for last fiscal year. One of the first hurdles that had to be cleared was to decide if the City would stay below the voter-approval tax rate. SB 2 changed the terminology from "effective rate" and "rollback rate" to "no-new-revenue rate" and "voter-approval rate", respectively. Because of the disaster declaration, communities could choose to use an 8% increase over the no-new-revenue rate or use the new standard of a 3.5% increase to the voter-approval rate that SB 2 implemented. Going above the voter-approval rate would mean that the City would have to accelerate the budget process so as to have an adopted document by mid-August in case citizens wanted to vote in a November election to overturn the adopted rate. Manvel chose to use the 8% increase to calculate the voter-approval rate, even though the rate was well below the 8%, in order to ensure that there would be no need for a vote and the budget could be approved at Council meetings towards the end of September as it normally has been in the past.

In addition to the familiarity of adopting the budget in September, another aspect revisited from previous years is that the City must manage the growth of the community and the needs for sustaining services to citizens during that growth. It is both a blessing and a curse to have so much property value added to the appraisal each year. The City's revenues benefitted this year and will probably benefit next year as well since the growth is mostly in the form of residential housing. While many aspects of society have been limited and put on hold during this pandemic, the house-building industry has managed to proceed almost unfettered. Senate Bill 2 aims to keep tax amounts collected from property as close to identical as possible from the previous year to the current year, but there will still be some increase to property tax revenue even though the City stayed well-below the voter-approval rate. The largest impact on revenues stems from the permitting and licensing that comes from the residential and commercial construction occurring throughout the City. Many may argue that extra revenue is always a good thing, but it must be kept in mind that construction may go strong for now, but that will slow at some point. Care must be taken not to overextend with expenditures using revenue that may not be as constant as a property tax revenue.

The negative side of the growth comes from the expenditures that result from the extra population. As was the case in last year's budget, much of the change in expenditures for this year's document comes from adding personnel to manage the uptick in work caused by more citizens. Whereas last year focused more on the administrative side of the employment spectrum, this year is more about adding development services personnel to help with the growth in development, police officers to handle the number of extra cases, a code enforcement officer (also needed for food inspections that the City will take over January 1, 2021), and a utility laborer. Most of the other expenditures throughout the budget are similar to last year in that they involve departments needing equipment and resources that are becoming outdated or are not enough to properly deal with additional citizens and their needs. Many departments are spending money on computer-related equipment or software. Street repairs and maintenance, vehicle replacement and infrastructure upgrade/repairs are all familiar expenditures in this year's budget as these needs were present during the last budget season as well.

The growth and extra revenue also lead to another type of expansion. This year's budget includes several capital projects that either already have money in the fund balance set aside from previous bond issuances, or may be funded by developers, grants, or transfers from the general fund or impact fee fund. A wise use for extra revenues is to build and/or repair utilities, streets, buildings or other areas which will ease the strain of the growth in the coming years. Additionally, data networking projects to connect City facilities and other properties will be initiated with the help of a Master Information Technology Plan. Water and wastewater projects are also being planned to increase the utility presence of the City as well as provide services to newer developments or citizens paying for the utilities from other sources at this point.

Even through the challenges presented by legislation and growth, I am proud to submit this budget for review and approval. The overall revenues, excluding transfers, are budgeted to reach \$17.7 million. Each fund is either balanced, has higher revenue than expenditure totals, or has money reserved in fund balances to cover the expenditures. Record-keeping and recombining the two Capital Project Funds makes some of the figures look awkward, but most of that involves transferring the funds for the sake of transparency. While the City is growing, the new Senate Bill makes it difficult to realize the revenues to match that growth without going at least a little over the no-new-revenue tax rate. We are striving to increase incrementally instead of trying to maintain and reach a point where taxes have to be drastically raised to cover expenses that the City incurs from dealing with expanding services for more citizens. Other revenues, such as sales tax, have remained constant in light of the troubles caused by the COVID pandemic. Some surrounding communities have witnessed their sales tax revenue severely impacted, but Manvel has seen an increase on most months compared to previous years. This has less to do with growth and more to do with the types of commercial businesses that are in the City. The revenues are not fluctuating drastically which makes for an easier budget estimate across all revenues.

Revenues remaining constant makes budgeting for expenditures easier as well. Most of the requests from department heads were able to be filled and some funds were left for special projects. A new pavilion for Croix park was requested, and funds have been set aside to transfer to the Parks Department. Those funds can be used for the original purpose, or may be repurposed with direction from boards and committees. Money is also planned to be set aside for major disasters so the City can start to recover without waiting

for reimbursement from other agencies. Other expenditures that need highlighting are the obvious personnel additions. With growth comes the need for more qualified employees to respond and complete the tasks to keep citizens satisfied. Other expenditures to be mentioned include the revisit of the comprehensive plan and thoroughfare plan as well as a new IT Master Plan. Further detailed breakdowns and analysis are listed in the attached budget document.

The City of Manvel is a great community experiencing new opportunities and challenges every year. The extreme amount of growth that is causing a major boom in our community is greatly welcome, yet being able to balance the needs of the residents and city workers is always a key element to consider during our planning foresight. The dedication and commitment of the residents, businesses, City Council, the School District and City staff make Manvel stand apart from others. We look forward to the future challenges and are focused on creating new ways to make the development the most it can be.

Respectfully Submitted,



Kyle Jung
City Manager



Chris Thomas
Finance Director

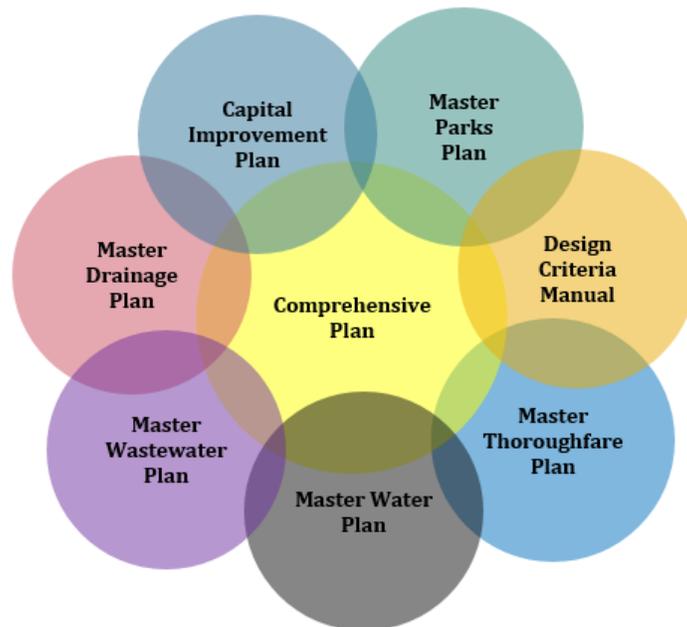
Section 2 – Master Plans

Master Plans

The City of Manvel utilizes a number of planning, development and capital improvement plans to develop strategies for successful growth. As the City continues to grow, so will the demands on the structure of the government and its capacity to serve its citizens in an efficient way. The City will continue to review, most often as a part of the budgetary process, its planning needs, staffing levels, and infrastructure needs.

The following plans have been adopted by the City Council and are guides for residents, businesses, and developers when working with the City:

- Manvel 2015 Comprehensive Plan
- Master Thoroughfare Plan
- Master Wastewater Plan
- Master Water Plan
- Capital Improvements Plan
- Design Criteria Manual
- Master Drainage Plan
- Master Parks Plan



Details for each of these plans are located on the City's Website: www.cityofmanvel.com. The following pages include brief extracts of each plan.

Manvel 2015 Comprehensive Plan

In 2009, the City of Manvel updated its comprehensive plan (originally adopted in 2007) to address mounting concerns with growth and development within the city. The plan provided strategies, short term actions and long-term actions to implement the City's 20-year vision. The plan included a future land use analysis with guidelines for development intensity, transportation, utilities, drainage, governance, economic development, community image, public facilities and open space.



The 2007/2009 comprehensive plan was anticipated to have minor revisions and updates in 2013, but with higher than expected growth in the Houston region, and particularly in Brazoria County, expansion issues became of importance. The 2007/2009 plan also did not anticipate new mapping. In 2014, the City Council appointed a steering committee consisting of all members of the City's Planning Development and Zoning Commission (PD&Z) along with additional members of the community. The Mayor, City Council members, directors of the Manvel Economic Development Council (MEDC), representatives from the Houston Galveston Area Council (HGAC), city staff and consultants attended various meetings and provided input. The steering committee was deeply engaged in the process and had detailed discussions over a one-year period.

In early 2015, after further City Council, PD&Z, steering committee meetings and public hearings, the final comprehensive plan was established. It was designed to be a fluid document to guide the City's decisions over the next ten years. Due to further growth and development in the area, however, this fiscal year's budget includes funds for revisiting and revising the comprehensive plan.

Vision Statement

The vision statement approved in the 2007/2009 comprehensive plan public participation process was re-confirmed by the 2014 steering committee, and ultimately retained in the 2015 comprehensive plan:

Manvel, according to its motto, is "A CITY ON THE RISE" located at the strategic crossroads of Brazoria County. Manvel seeks to maintain its rural character and small-town values while managing its growth by:

- Benefiting from our strategic location by encouraging well-planned quality retail, commercial and residential development that reflects and enhances our small-town quality of life;
- Preserving our rural characteristics by providing open space for recreation and protecting our natural environment;
- Promoting a strong and diverse economic base that supports efficient high-quality public infrastructure, municipal services, education, and collaborative governance;
- Offering a variety of housing choices that reinforce our small-town values;
- Preserving and protecting links to our past; and
- Establishing our reputation as the "home" of country living in Brazoria County.

There were nine sections of the 2015 comprehensive plan which are briefly identified and described as follows:

Government and Administration

Form of Government – After reaching a population of over 5,000 in the 2010 census, the City became eligible under Texas law to change from a general law city to a home-rule city. The City’s first charter was adopted by the Charter Commission on February 1, 2011, and passed by the voters at an election held on May 14, 2011. Since that date, Manvel has been a home-rule City with a council-manager form of government. As a home rule city, Manvel now has broader authority to annex territory located in its extra-territorial jurisdiction (ETJ) into the city limits.

Land Use



The history of Manvel has created a rural character populated by residents who treasure their small-town values. Residents recognize the impending growth and development that will happen in their City in the near future. There is a mixture of plans for commercial development which include different scales of development and separate business districts. The creation of a walkable mixed-use community that provides multimodal transportation options, improves environmental quality and promotes economic development is also under consideration. Flooding and the 100-year floodplain remain important considerations in deciding which areas should

remain undeveloped. While the City of Manvel is addressing regional storm water detention facilities (see the Drainage section), drainage is likely to remain a major issue that will need to be addressed on a continuing basis.

Economic Development

While residential development partially stems from the growth pressures of the Houston region, the City is encouraging economic development in order to sustain a viable and healthy quality of life. A balance of residential and commercial is not only essential to creating a lively and vibrant community, but also creates a balance between the two tax incomes for the City coffers. Communication between the Manvel Economic Development Corporation (MEDC) and other branches of government is also needed to align the goals and priorities for the City. Additionally, the City wants to stand out as a desired location for businesses by capitalizing on the City’s unique rural characteristics. “Smart Growth Strategies” have an economic advantage as compact development creates higher revenue per acre of land, lowers infrastructure and service delivery, creates redevelopment and reuse opportunities, and spurs economic productivity and job creation.



Utilities

The 2015 comprehensive plan acknowledges the importance of providing quality utility services as a basis for growth and development in the City of Manvel: “In order for the City to attract quality residential development and resultant quality commercial development, it is essential that the City’s public utility infrastructure be well planned, designed, and constructed properly.” As the population continues to rise, the City will require more services.

Concerning residential developments, the establishment of Municipal Utility Districts (MUDs) continues to be a solution in the absence of City provided utilities. A MUD is a political subdivision of the State of Texas authorized by the Texas Commission of Environmental Quality (TCEQ) to provide water, sewage, drainage and other services. The City desires to regionalize the utility systems by having MUDs build the systems and turn them over to the City to manage. This will allow future growth to develop without the need to incur the higher costs of utility expansion. However, while MUDs can be a useful short-term development tool, long-term annexation concerns must be factored. Ensuring interlinking between MUDs and City services is factored in the decision-making process.

Drainage



During the 2015 comprehensive plan development process, drainage was a key component. Concerns that were addressed include the impact on the current drainage systems by new developments, and the importance of requiring drainage mitigation efforts in those new developments. The extent to which Manvel will be impacted by the impending changes in the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRM) and the National Flood Insurance Program (NFIP) are being monitored. Revisions to

government policy has shifted the responsibility to owners of homes in flood prone areas. As many of the proposed developments have land within the 100-year flood plain zone, map changes will have a significant impact on new and existing residents.

Transportation

Manvel commuters rely heavily on State Highway 6 and State Highway 288 as major highway transportation corridors. FM 1128 has also experienced increases in use as a connecting corridor to neighboring cities to the north. Manvel commuters have an average commute of 32 minutes to Houston and Galveston. The intensity of managing development needs while still maintaining the City's aspired "rural character" can be a challenge. Further, construction of two toll lanes along State Highway 288 between the Texas Medical Center and Brazoria County is in progress which will increase traffic to the Houston area. The City continues to explore alternative options for the movement of traffic as the population and development rise. Comprehensive Plan Goals for Transportation include: Education for City Council, Planning, Development and Zoning (PD&Z) and Manvel Economic Development Corporation (MEDC) on the transportation corridor plan and how it should be used; Development of a set of context sensitive right-of-way design standards; Utilization of new development proposals to build a transportation corridor system in conjunction with other infrastructure and transportation models.

Environment, Conservation and Sustainability

An important element to maintaining Manvel's rural character is the conservation and maintenance of parks and open space, as well as the encouragement and promotion of green and sustainable development practices. This will require the City to take active steps in the conservation of open space, revise building requirements and codes, and work closely with developers during the design process of new subdivisions and commercial complexes. Other considerations for sustainability for the City will be water/rainwater collection and recycling. Lastly, limiting impermeable surfaces was of particular interest to the steering committee. Low-impact development (LID) is a sustainable storm water practice that the U.S.



Environmental Protection Agency (EPA) promotes among communities in order to mitigate the impacts

of development on drainage issues. The results of this approach essentially conserve the open space and natural elements of a site, both of which were important goals to the steering committee and were part of this comprehensive plan.

Open Space, Parks and Trails

Encouraging more open space and added uses for parks and trails would not only preserve the semi-rural character of the City, but would also be a unique opportunity to foster recreational tourism. The Master Parks Plan explores various ways to identify trail maintenance groups and work with developers or homeowners' associations (HOAs) in the management of open space. The City's Master Parks Plan has been incorporated to feed into the Master Drainage Plan and Major Thoroughfare plans to capitalize on the use of right-of-way (ROW) easements along roads. This will help in the identification and indexing of the existing ROWs in the City's bike pathways, and familiarize those with programmed stops and destinations to promote tourism in the City.

Community Image

The City has taken additional steps to promote, communicate and increase engagement with the community on the City's projects and vision. These goals and actions have been incorporated mainly into other sections of this plan, specifically the Economic Development section.

Master Thoroughfare Plan

The thoroughfare system forms one of the most visible and permanent elements of the community. It establishes the framework for community growth and development and, along with the Comprehensive Plan, forms a long-range statement of public policy. As the alignment and right-of-way of major transportation facilities are established and adjacent property developed, it is difficult to facilitate system changes without incurring significant financial implications. The Thoroughfare Plan will provide individual, yet integrated modal strategies for vehicular, pedestrian and bicycle transportation. Capital projects planning will serve as a blueprint for future investment related decisions into the transportation system. Several key principles of the Plan include:



- Convenient internal circulation between neighborhoods, core community assets, and special areas.
- Through traffic minimized to specific facilities designed to accommodate non-local and regional traffic. Transportation facilities should define rather than split residential areas in order to preserve neighborhood integrity.
- A safe pedestrian/bikeway system providing connectivity between neighborhoods, community facilities and retail areas.
- Monitor regional growth implications in order to proactively address mobility and accessibility issues to and from Manvel.

The Master Thoroughfare Plan is another plan which has funds earmarked in the FY 2020-21 budget for a revision. With additional roadways and other transportation modes developing, an update to address concerns from the original plan seems fitting.

Master Wastewater Plan

The purpose of the Master Wastewater Plan is to provide the City of Manvel with a planning tool that will serve as a guide for short-term and long-term (20-year) improvements to the wastewater system collection and treatment infrastructure. The goals of the Master Wastewater Plan were to develop wastewater flow projections for existing and future developments, conduct wastewater system analyses, and identify and develop wastewater system improvement recommendations for collection and treatment projects.

Wastewater system improvements were developed to accommodate the projected flows from residential and commercial growth. Hydraulic analyses were conducted to develop these improvements into a phased capital improvements plan to convey and treat the projected wastewater flows over the 20-year period through 2037. In order to serve the projected 20-year growth and regionalize wastewater treatment facilities, the City of Manvel planned the following:

- Construct a new East Service Area wastewater treatment plant and a new West Service Area wastewater treatment plant
- Construct diversion infrastructure to pump wastewater flows from the Central Service Area to the East Service Area
- Construct consolidation infrastructure in the West Service Area
- Extend wastewater service via gravity lines, lift stations, and force mains to areas of growth where little or no infrastructure currently exists

Recommended capacities were developed for the two regional wastewater treatment plants based on the 20-year projected average day wastewater flows at a cost over \$77 million by 2022, \$13 million by 2027, and \$118 million by 2017, with anticipated funding primarily from the various MUDs in the City's ETJ.

Funds were allocated in the FY 2019-20 budget to revisit the Master Wastewater Plan. The City purchased land for a future water detention project, has expected continuing commercial and residential growth that will change the environmental conditions, and would generally like a reboot or reaffirmation of the original plan to ensure that the wastewater needs of the community are being appropriately addressed. While the funds were allocated in the previous year, the work of gathering information to compile for another master plan will not be complete until sometime during the upcoming fiscal year.

The following map illustrates the regional wastewater service areas identified in the current Master Wastewater Plan:

Master Water Plan

The purpose of the Master Water Plan is to evaluate the existing water distribution system, identify future water demands to be met by the system, identify recommended improvements, and serve as a guiding document for future capital projects and developer-driven initiatives. Since its inception, the City of Manvel has been characterized as a rural community. Large acre homesteads and many other area water users typically have relied upon individual water wells. However, the City owns and operates a small water plant on School Road that is being expanded. This water plant provides water and fire protection to residents and businesses in the “Old Manvel” area near State Highway 6 and FM 1128.

Continued growth in the greater Houston metropolitan area has resulted in a number of residential subdivisions and commercial developments in and around the City of Manvel. The majority of these developments are served by small individual water plants and package wastewater facilities via Municipal Utility Districts (MUDs). As the population in the vicinity of the City continues to expand, the Utilities Department will be tasked with meeting increasing demands for public drinking water and fire protection.

Like the wastewater plan, funds were set aside in the previous budget to revisit the Master Water Plan. The City purchased rights to surface water and has to consider the best way to service as many citizens with utilities as possible with the highest efficiency possible. Also like the wastewater plan, the Master Water Plan revisit will cross over budget years for completion as the information needed for a proper and thorough report is expansive.

Capital Improvements Plan

Pursuant to Section 8.03 of the City of Manvel’s Home Rule Charter, adopted on May 14, 2011, the City Manager is required to submit a five-year Capital Improvements Program (CIP) to City Council. This CIP is to be updated annually, and shall provide the following items:

- (a) A summary of proposed programs;*
- (b) A list of all capital facilities and property improvements that are proposed to be undertaken during the five (5) fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;*
- (c) Cost estimates, method of financing and recommended time schedules for each such improvement with the estimated effect on the tax levy and;*
- (d) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired over the five-year period.*

A minimum of \$25,000 was established as the threshold for capital projects. The goal of the CIP is to help maintain the same high quality of life for all citizens of Manvel, through the timely anticipation of the City’s needs and the planning of improvement projects - and their funding sources - as the community grows. Per the City Charter, the CIP will continue to be reviewed and updated on an annual basis. The expected annual updates will consist of both new projects *and* updates to existing projects. Updates may include revised scope, cost, or scheduling, as appropriate.

Design Criteria Manual

Graphic requirements exist for all construction drawings including City of Manvel (public) projects, non-City of Manvel (private) projects, and all utility projects without a current Franchise Agreement. These include various design requirements such as CADD drawings, cover sheets, specific mapping requirements, signatures, benchmark elevations, natural ground profiles, and other identifiers.

Specific sections for wastewater, water, paving, drainage, and site development criteria are included prescribing various requirements from easements to FEMA rate maps. Site development plans are included describing how all site developments within the City of Manvel and its ETJ shall be approved as they affect public water, wastewater, storm drainage, and paving facilities. The last section is a modification form allowing for an appeal process.

Master Drainage Plan

The Comprehensive Plan included a drainage portion that investigated general drainage problems and discussed the need for a Master Drainage Plan. Consultants utilized this plan to identify issues of concern, key drainage areas, and model a pattern for the intensity of future development within the City. Periodically, Manvel experiences flooding from stream overflows, ponding, and shallow sheet flow caused by high intensity rainfall. Some areas throughout the ETJ of Manvel were discovered to be more prone to flooding than others. It was the general consensus that areas north of Highway 6 were more likely to flood than areas south of Highway 6.

The City of Manvel developed this Master Drainage Plan using a hydrologic and hydraulic analysis. Recommendations were provided primarily in the form of sub-regional detention pond volumes with acquisition acreage, right-of-way acquisition widths for channel improvements, channel improvement geometry, and future conveyance necessary for problematic siphons/culverts. Updated hydrologic and hydraulic flood models were developed for the primary watercourses in the City to determine the flood reduction impacts of potential flood control projects, including conveyance improvements by widening and/or deepening a channel, construction of detention ponds to temporarily store flood waters, hydraulic channelization in some areas, improvement of the conveyance capacity of hydraulic structures; and selected combinations of these different types of projects. The Master Drainage Plan was the third and final plan that was budgeted for a revisit in the previous year. The growth and change that is a reoccurring theme in the City necessitated the revisit to ensure that drainage was done correctly to protect the lives and property of those citizens that are affected by the flooding effects in the area.

Master Parks Plan

As Manvel builds out, care should be taken to preserve and enhance the community's strongest assets – the natural resources that provide 'room to breathe' and opportunities to be in nature. It is with this spirit that the City embarked on a park master planning process in order to identify a vision for Manvel's future parks system and a path to reach it. This planning effort aims to evaluate existing parks and recreation facilities to determine opportunities for improvements and additions, as well as identify new



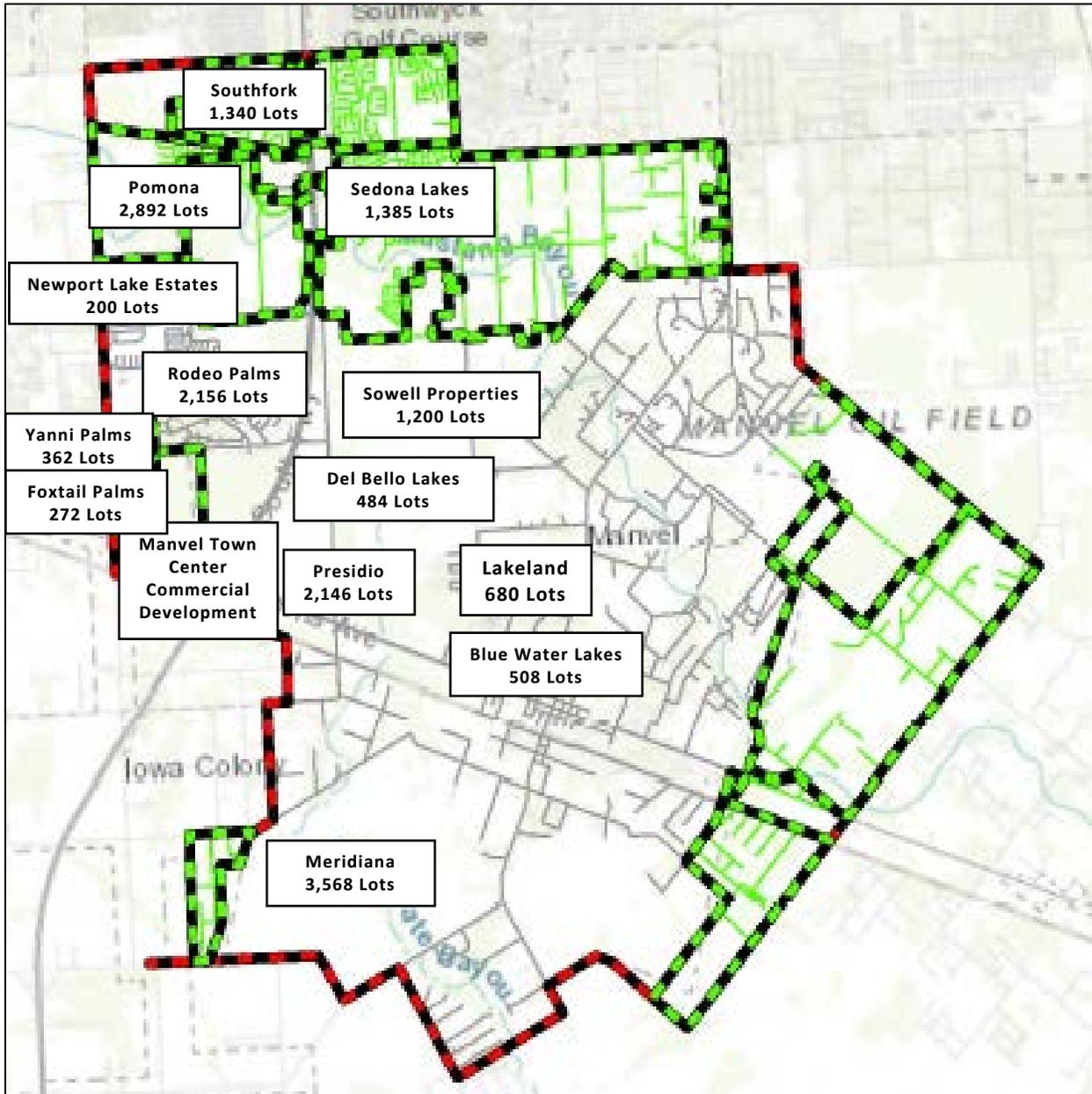
park and facility opportunities to support the recreation needs of residents as Manvel continues to grow and develop.

The resulting plan outlines the findings and recommendations for existing parks and facilities and provides concepts for new facilities where opportunities have been found that align with the demand and input provide by residents and other stakeholders. Each proposed improvement and addition is accompanied by statements of probable costs and annual operation cost estimates for use in City budgeting. The Master Parks Plan includes the following sections: analysis, assessment, walkability, programs and events, natural resources, priority projects, and implementation.

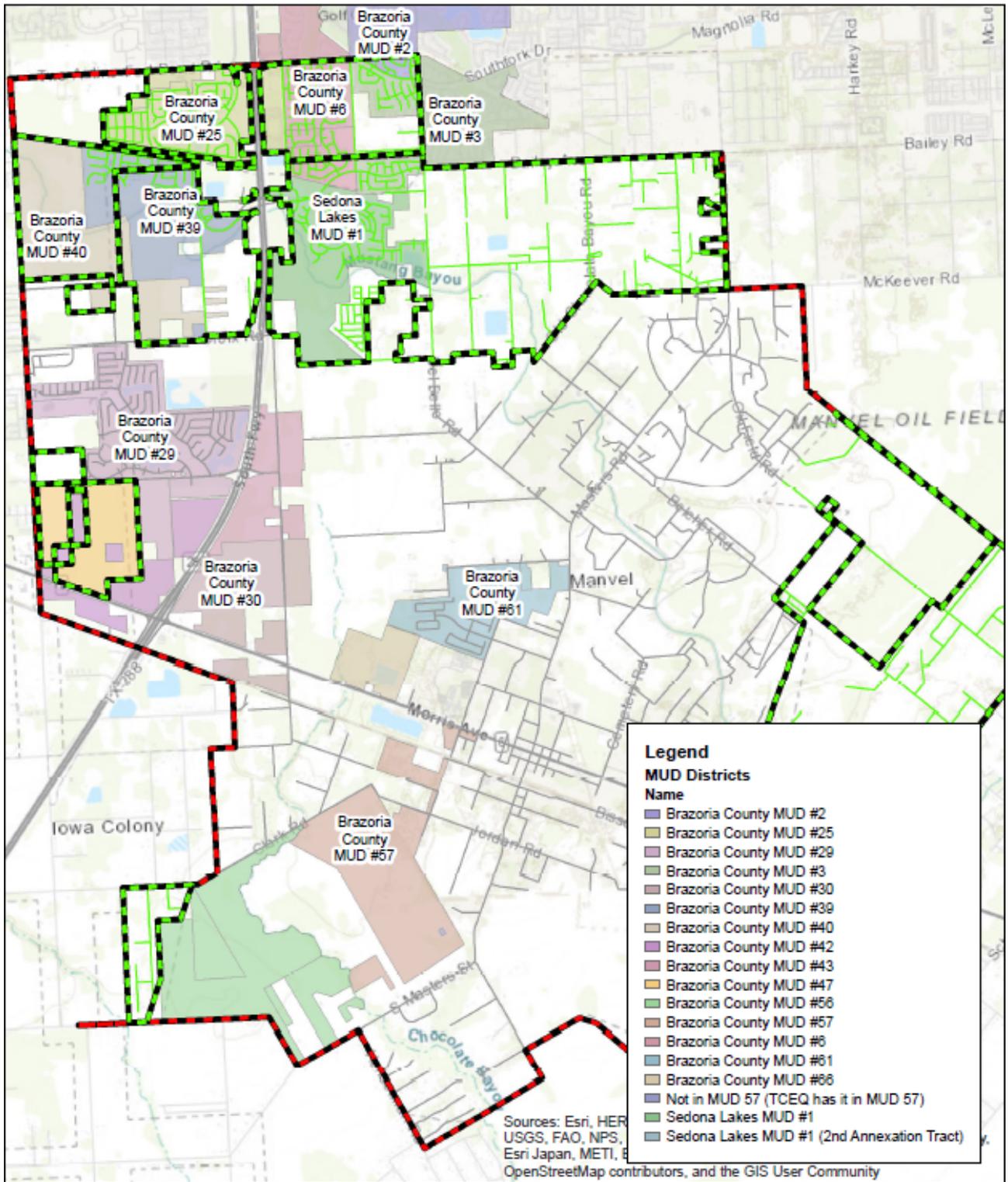
Section 3 – Planned Development Projects and MUD's

Planned Development Projects

The City of Manvel has several planned development subdivisions planned over the next 20 years with an estimated total population of over 30,000. The Manvel Town Center is also expected to bring in new commercial development along Highway 288 and State Highway 6.



Municipal Utility Districts (MUDs)



Section 4 – Executive Summary

This document has been prepared to help you, the reader, learn of the issues affecting the Manvel community. Many people believe a City budget is only a financial plan. Although you can learn a great deal about the City's finances from these pages, the FY 2020-21 budget document has been designed to serve other functions as well. For example, it is a policy document that presents the major policies which guide how the City is managed. It is an operations guide which gives the public, elected officials, and City staff information pertaining to the production and performance of individual City operations. The document is also designed as a communications device in which information is conveyed verbally and graphically.

Budget Format

The document is divided into four major sections: the introduction, financial information, operational information, and supplemental information. The introductory section contains the City Manager's letter which is addressed to the City Council and explains major policies and issues which affected the development of the fiscal year budget. This section also includes the City's organization, staffing charts and the summary of all financial statements.

The financial and operational sections describe various aspects of the City's organization. This information is grouped first by fund and then by department. Like many local governments, the City uses the fund method of accounting. In other words, a fund is a unit of the City which tracks the application of various public resources. For example, the Utilities Fund is established to account for the revenues and expenses of the City's water and wastewater operations. Most people are particularly interested in the General Fund which includes most of the City's operations such as Police, Municipal Court, and Public Works. Financial statements, including the adopted FY 2020-21 budget, are presented for every fund. The statements show the fund's financial condition over several years. Similar to the checking account statement you receive from your bank, the financial statements show beginning balances, revenues, expenditures, and ending balances for each year. Each fund statement shows the actual audited amount from the previous three fiscal years, or for this document, the fiscal years 2016-17, 2017-18, and 2018-19. The actual values of the year become the beginning balances of the projected current fiscal year, FY 2019-20. The projected column reflects estimated amounts compared to the amounts included in the adopted budget for the current year. The projected ending balance of the current fiscal year then becomes the beginning balance for the projected FY 2020-21 budget year. Accompanying the statements are narratives and graphs which describe the major features of the associated fund. Within each fund, departments have included their accomplishments for the previous year, a description of the department and its activities, and operational goals for the upcoming year. The funding for each department, as well as the unit's staffing are also summarized over several years.

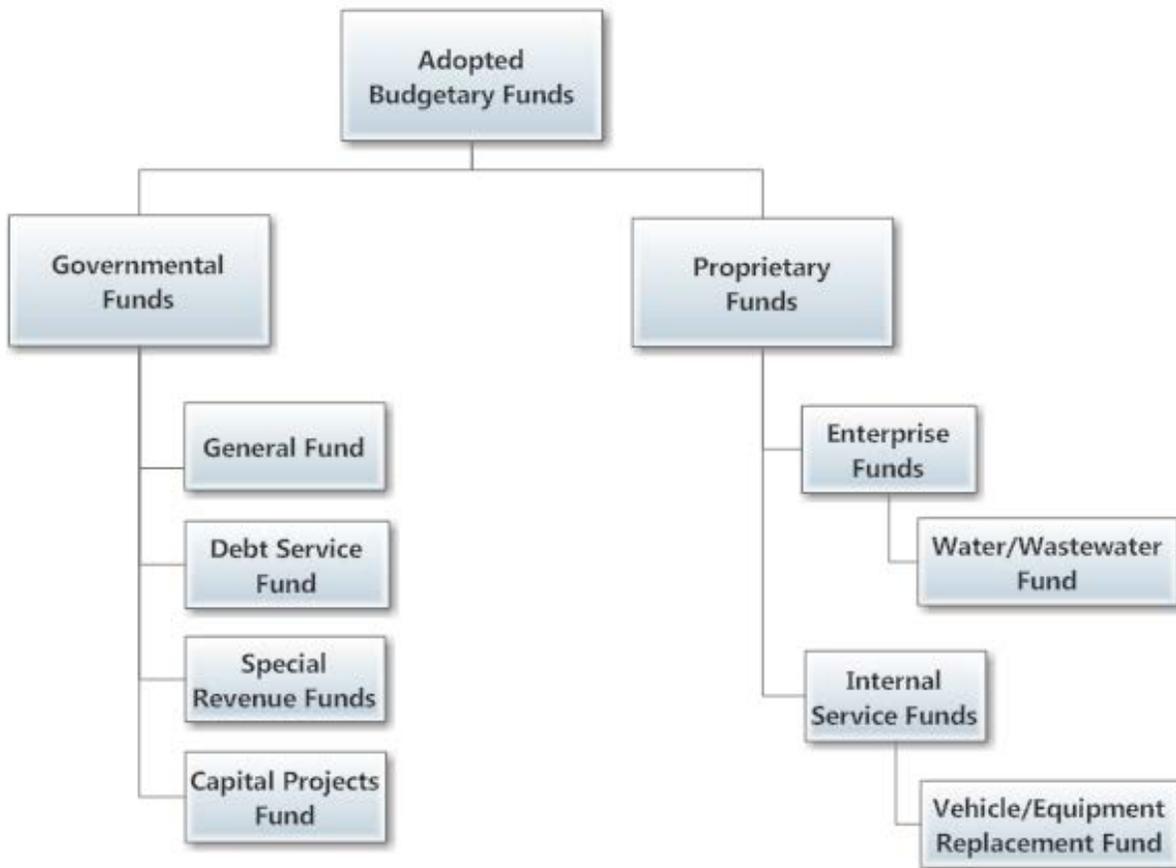
Funds

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

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

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

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



Basis of Accounting and Budgeting

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

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

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

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

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

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

The issuance of Statement 34 by the Governmental Accounting Standards Board has influenced the creation and reporting of individual funds. GASB 34 essentially mandates dual accounting systems; one for government-wide (i.e. the government as a single entity) reporting and another for individual fund reporting. Under GASB 34 for individual funds, the City will continue utilizing the accounting and budgeting process as described above. However, because GASB 34 mandates the flow of economic

resources measurement focus and accrual basis of accounting for government-wide reporting, extensive reconciliation must be performed to present aggregated fund information in the government-wide reporting model. Therefore, individual operating funds will be created with the objective of reducing funds of government-wide reconciliation as much as possible. When appropriate, individual funds will be examined as to whether it will be appropriate to account for them as proprietary fund types. Also, the City will limit the use of internal service funds and incorporate the financial transactions of those funds into other governmental funds.

Section 5 – Financial Management Policies

Introduction

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Revenues

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

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

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

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

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

Expenditures

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

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

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

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

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

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

Capital Expenditures and Improvements

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

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

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

Fund Balance

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

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

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

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

Debt Management

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

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

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

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

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

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

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

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

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

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

Investments

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

Grants

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

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

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

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

Allowance Write-Off Policy

Write-offs of 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:

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

Delinquency Policy (Utility Billing)

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

In addition, the notice shall:

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

Extensions can only be granted by Director of Finance 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 (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Governmental Finance Officers Association (GFOA). The City Council shall select an independent firm of certified public accountants to perform an annual audit of all operations. The audit firm must demonstrate that they have the breadth and depth of staff to handle the City's audit in a timely manner. The audited financial statement should be prepared and presented to Council for approval within 120 days of the close of the fiscal year.

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

Internal Controls

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

Section 6 – Combined Fund Totals

Revenues by Type – All Funds

Revenue sources for the City total \$17.7 million (excluding inter-fund transfers). This year, interfund transfers affect the look of the revenue stream as two funds involving capital projects are being combined and the funds must be transferred. Excluding these transfers, the primary revenue categories are ad valorem taxes revenues, license and permit revenues, other taxes revenues (e.g. sales tax and hotel taxes), and other revenues (e.g. interlocal agreements and sales of assets). These comprise 85.9% of the total revenues. The remaining categories total \$2.5 million and include franchise fees, court fines and fees, investment earnings, and utilities revenues.

Ad Valorem Taxes Revenues

Revenues from ad valorem (or property) taxes represent \$5.92 million of total revenues excluding interfund transfers. Property tax revenues are based on a tax rate of \$0.61000 per \$100 of assessed valuation. Property tax collection is authorized by the State of Texas with a maximum of \$2.50 per \$100 of assessed valuation for maintenance and operations and debt service.

Other Taxes Revenues

Sales tax revenue is the major funding piece of the “Other Taxes Revenues” category which account for \$2.74 million in the budget. The sales tax rate in Manvel is 8.25% for goods or services sold or delivered within the boundaries of the City. The tax is collected by businesses that make the sale and is remitted to the State Comptroller of Public Accounts on a monthly, quarterly or annual basis. Of the 8.25% tax, the State retains 6.25%, Brazoria County receives 0.50% and distributes 1.50% to the City. Of the total 1.50% local share, 2/3 is retained by the City of Manvel and deposited to the General Fund and 1/3 is allocated to the Manvel Economic Development Corporation (MEDC).

Franchise Fees Revenues

Franchise fees are anticipated to total \$575,000. Franchise fee revenues are derived from nonexclusive franchise agreements the City has with utilities and the solid waste providers that use the City’s right-of-way to conduct business. Besides defining the responsibilities of the utilities maintaining their assets, the agreements contain a franchise fee clause that requires the utilities and solid waste companies to compensate the City for use of right-of-way and streets. Generally, the fees are based on a percentage of gross receipts or a per-unit of usage charge (generated by customers located within the City’s corporate limits) that range from 2% to 5%.

License and Permits Revenues

Licenses and permits revenues are budgeted around \$3.93 million of total City revenues. The estimated revenues for FY 2019-20 have increase yet again. The City expects high growth in new housing development to remain strong during FY 2020-21 and will likely result in above-budgeted revenues for this category again.

Fines and Fees Revenues

Fines and fees represent \$322,000 of total City revenues excluding interfund transfers. The revenue totals for this category increased from the previous year. As this category is based on humans and how they behave, there will be some fluctuation but the revenues do not seem to change too drastically from year-to-year.

Interest Revenues

Investment earnings do not account for a large portion of the total revenues, but do account for \$331,000. As most municipalities do, Manvel has Public Funds Investment Act (PFIA) certified staff members who invest the funds with a primary goal of protecting the principal amount invested. As a result, the interest earned does not compare with the larger revenue sources. However, the principal is safe and the City does recognize the interest yielded from investing.

Other Revenues

Other revenues for FY 2020-21 are budgeted at \$2.63 million of total revenues. This total includes agreements with property developers to provide payment for capital projects, which is one of the reasons for a much larger budget estimate than the previous year. Additionally, there was a bond issuance during the previous year which caused a revised revenue amount for FY 2019-20.

Utility Revenues

Utility revenues primarily represent water and wastewater charges for services. The estimate for FY 2020-21 is \$1.26 million of total City revenues excluding transfers. The majority of this amount is customer utility charges in the Utility Fund, totaling \$750,000 (water billings are \$350,000 and wastewater billings are \$300,000). The other \$460,000 for utility revenues relates to impact fee charges and are recognized in that fund.

Revenues - All Funds

Revenues by Type

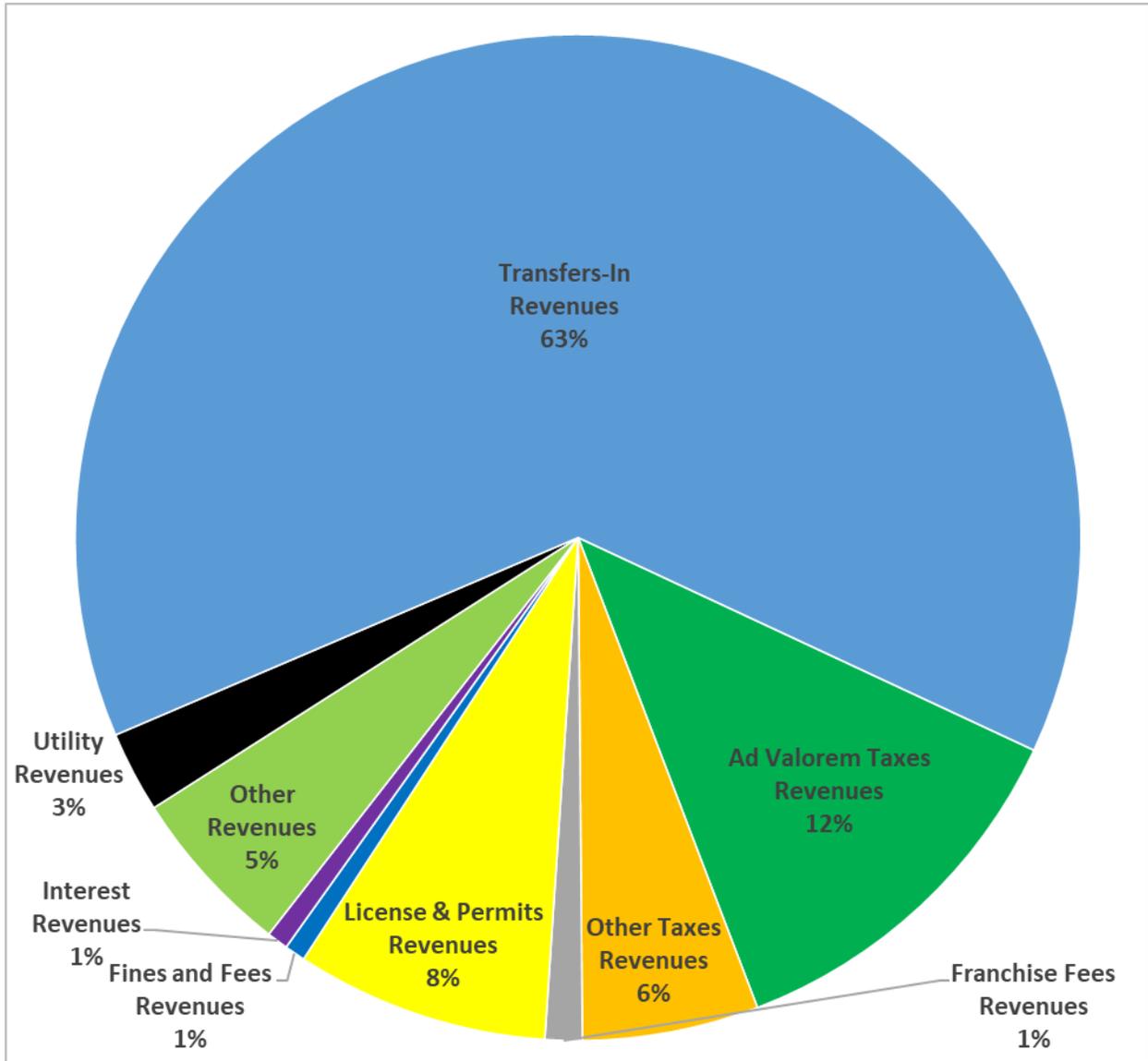
	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Revenues							
Ad Valorem Taxes Revenues	3,298,115	3,864,938	5,111,255	5,469,070	5,469,070	5,472,981	5,921,221
Other Taxes Revenues	1,514,546	2,511,416	2,564,230	2,893,000	2,893,000	1,763,821	2,740,000
Franchise Fees Revenues	531,755	556,276	604,946	545,000	545,000	326,569	575,000
License & Permits Revenues	1,748,826	1,829,832	2,587,725	2,224,500	2,224,500	3,264,584	3,932,754
Fines and Fees Revenues	287,878	284,069	254,627	255,200	255,200	317,107	322,000
Interest Revenues	82,044	264,137	533,369	419,130	479,130	245,520	331,500
Other Revenues	5,669,674	14,307,916	748,284	358,600	3,863,135	4,507,671	2,625,100
Utility Revenues	616,215	2,203,671	1,651,317	1,556,000	1,556,000	1,664,495	1,260,000
Transfers-In Revenues	988,087	3,096,865	14,745,910	971,364	3,536,364	2,057,934	30,622,224
Total Revenues	14,737,140	28,919,120	28,801,663	14,691,864	20,821,399	19,620,680	48,329,799

Revenues by Fund

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
General Fund Revenues	7,270,764	7,386,983	8,681,568	8,735,956	8,735,956	9,459,702	10,693,393
Vehicle Replacement Fund Revenues	343,560	277,650	359,764	266,700	266,700	265,000	250,000
Debt Service Fund Revenues	751,689	1,015,335	1,996,160	1,960,053	1,960,053	1,934,856	2,106,814
Utility Fund Revenues	623,649	1,916,029	1,547,536	1,101,500	1,101,500	1,207,235	1,104,580
Impact Fee Fund Revenues	159,650	376,703	497,761	468,500	468,500	463,858	487,500
Capital Projects Fund Revenues	5,332,401	16,740,526	1,153,478	-	1,925,000	1,696,047	18,175,956
Capital Projects Bond Fund Revenues	-	-	13,353,376	1,015,000	5,219,535	4,329,879	14,101,956
Parks Fund Revenues	100,000	101,374	46,553	50,050	50,050	25,376	289,100
Hotel Tax Fund Revenues	67,191	82,275	72,784	55,000	55,000	48,920	40,000
Court Security Fund Revenues	7,369	5,853	5,135	5,500	5,500	7,891	8,000
Court Technology Fund Revenues	6,577	7,853	6,550	6,025	6,025	8,672	15,000
Law Enforcement Fund Revenues	-	1,512	1,664	1,500	1,500	-	1,000
PEG Fee Fund Revenues	11,740	15,437	18,768	15,030	15,030	11,356	50,000
SMDA Fund Revenues	50,470	82,140	97,303	71,025	71,025	82,508	72,500
TIRZ #3 Fund Revenues	12,080	80,057	92,737	66,025	66,025	79,381	69,000
MEDC Fund Revenues	-	829,393	870,526	874,000	874,000	-	865,000
TOTAL REVENUES	14,737,140	28,919,120	28,801,663	14,691,864	20,821,399	19,620,680	48,329,799

Total Budgeted Revenues by Type

FY 2020-21: \$48,329,799



Expenditures by Type – All Funds

Expenditures for the City are estimated to total \$29.5 million (excluding inter-fund transfers). The expenditures total is higher than the revenue total, but that is misleading as much of the total comes from capital outlays that are paid for by revenues already recognized in previous budgets. Additionally, the capital projects are being transferred back to one fund, so the transfer amounts are inflated. Expenditure categories for the City, excluding transfers, consist of personnel (21%), commodities (2%), contractual services (7%), other services (13%), and capital outlays (57%). This \$29.5 million is \$1.5 million, or 5%, more than the FY 2019-20 revised budgeted amount. This increase is due to additional capital projects that were added.

Personnel Costs

Personnel costs represent \$6 million of the overall expenditures. The FY 2019-20 budgeted amount for personnel costs was \$5.4 million. For FY 2020-21, the City predicts adding seven (7) new full-time positions, of which one (1) will be funded for half of the year. Additionally, a part-time judge for day hours court has been included in the Personnel Costs.

Commodities

Commodities total \$500,000 of the overall expenditure total. This cost includes minor tools, fuel, office expenses, road materials, janitorial supplies and cleaning, postage, and other items. Commodities represent a small portion of expenditures and this year there was only a slight decrease in the budgeted amount from FY 2019-20. Even though the City is experiencing growth, the staff is using these items efficiently to keep costs down.

Contractual Services

Contractual services for FY 2020-21 are budgeted at \$2.19 million. This category contains services such as utility payments, legal and recording fees, and computer software/maintenance. This expenditure is a slight increase from the previous year as some items that are not handled in-house were expected to increase.

Other Services

Other services for FY 2020-21 represent \$3.85 million of total City expenditures. These other services can include travel/training for employees, dues/subscription fees, and expenses for using consultants. The budgeted expenditures increased from the amount in the FY 2019-20 budget. Obviously travel and training was not increased with the pandemic still gripping much of society, but items such as disaster recovery and street repairs did need increases.

Capital Outlays

Capital outlays represent \$17 million of total City expenditures. Capital outlay expenditures are related to capital improvement projects within the City. Capital projects can be funded with bond proceeds, MEDC reimbursements, or City revenue. Project types may include City facilities, parks, water and wastewater. The City had two separate capital project funds which are differentiated by the types of revenues that are used to pay for the projects (bonds versus city revenues). This year, those funds will be combined into one fund which causes some elevation in expenditures and transfers. These funds represent the lion's share of the capital outlays expenditures, but there are other costs which may include vehicle purchases or replacements, building repairs, or street and drainage improvements.

Expenditures by Major Funds – All Funds

General Fund

General Fund expenditures are \$9.7 million, excluding transfers. The majority of the expenditures are in the Police Department which is \$3 million or 31%. The next largest department is the Public Works Department which is \$1.7 million, or 17%, followed by Administration with the amount of \$1.6 million or 16%. Total budgeted expenditures for FY 2020-21, excluding transfers, increased by \$1.4 million, or 14%, as compared to FY 2019-20 originally budgeted expenditures. This is primarily due to added expenses for inspections on houses and commercial buildings as well as a planned expenditure to the Emergency Management department to have funds on hand to pay for severe disasters prior to FEMA reimbursements. Budgeted Police, Administration and Development Services personnel costs also are expected to increase in FY 2020-21 as a result of increased personnel costs.

The fund balance at the beginning of FY 2020-21 is estimated to be \$6.8 million. Since the FY 2020-21 General Fund budget is expected to be adopted by City Council as a balanced budget where revenues are equal to expenditures, the Fund Balance is estimated to remain constant which would allow for a fund balance reserve of 64%, which is over recommended policy guidelines. This fund balance would provide the City with 234 days of coverage compared to the FY 2020-21 budget expenditures.

Proprietary Funds

The City maintains two types of proprietary funds, the Utility Fund and the Vehicle Replacement Fund. The Utility fund is used to report the same functions presented as business-type activities in the government-wide financial statements. The Vehicle Replacement Fund is reported as a proprietary fund for budgetary purposes, but for annual financial statements reporting purposes this fund is eliminated.

The City uses the Utility Fund to account for its water distribution and wastewater collection/treatment. Total operating expenditures (excluding depreciation) for FY 2020-21 are \$1.1 million, which is only \$4,000 different from the budgeted amount for the current year.

The City also uses Vehicle Replacement Fund which is an internal service fund to account for vehicle and equipment replacement costs. The revenues derived for this fund come from the individual funds that have previously purchased vehicles. Estimates of vehicle replacement costs are calculated using the useful life of each vehicle which the department then transfers to the replacement fund. Replacement fee revenues decreased slightly as previous vehicle purchased planned for Development Services were no longer needed. Additionally, the fund balance for the Vehicle Replacement Fund is sufficiently high enough to be more aggressive on cutting costs the individual departments contribute.

Debt Service Fund

The expenditure budget in the Debt Service Fund totals \$2 million for FY 2020-21, which is \$200,000 more than budgeted in FY 2019-20. This is due to a bond issuance done during the current fiscal year. The debt service portion of the total tax rate allows the City to pay for the bond costs, but that tax rate is used to only pay principal and interest so there is usually no excess which creates a fund balance that does not provide as much coverage as is the case in the General Fund.

Total Expenditures - All Funds

Revenues by Type

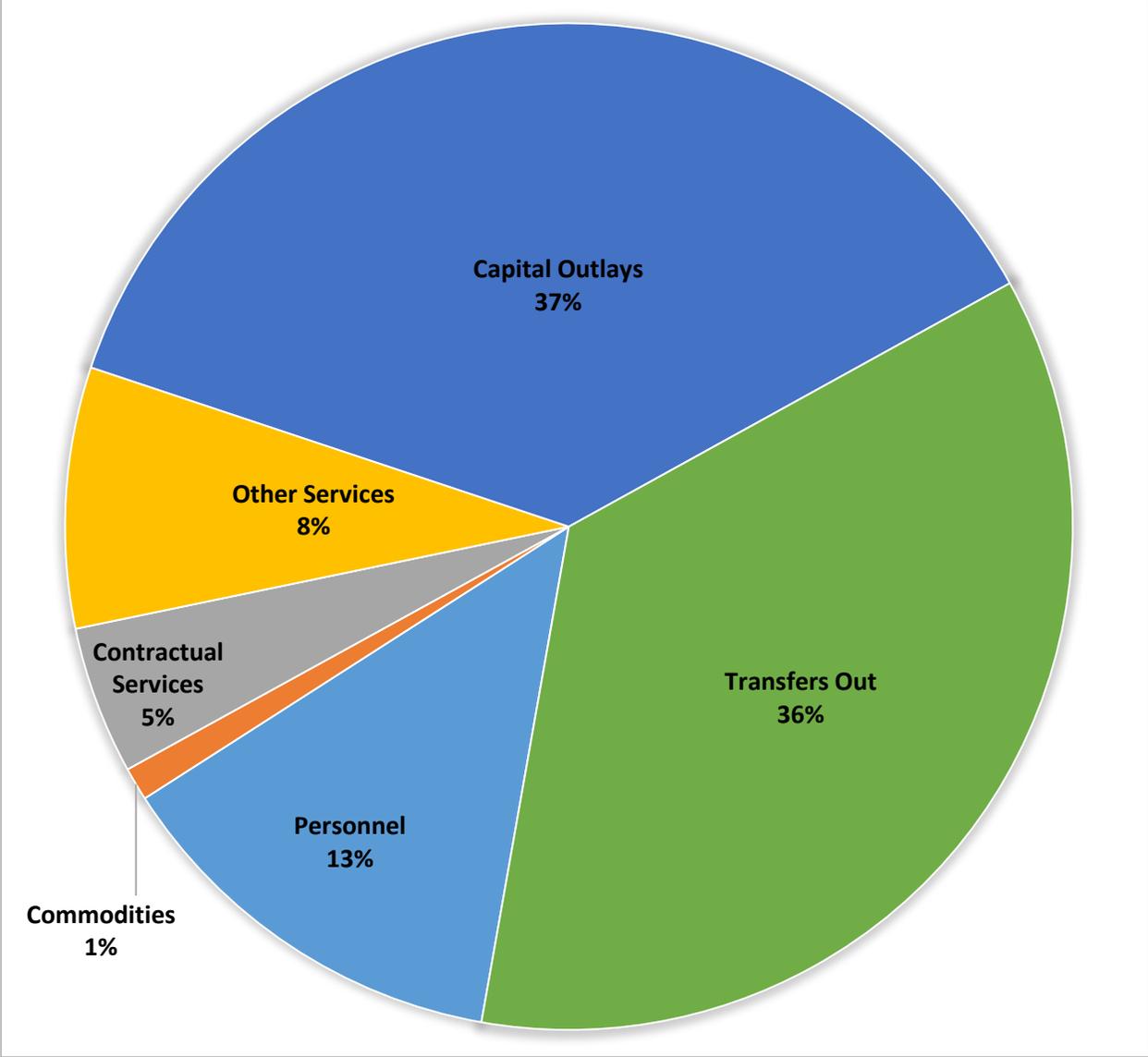
	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Expenditures							
Personnel	3,095,174	3,616,663	4,181,474	5,366,226	5,211,226	4,477,779	6,046,250
Commodities	796,017	355,746	338,218	500,473	500,473	279,945	490,550
Contractual Services	1,526,900	1,622,802	2,050,010	1,721,386	2,096,386	1,844,192	2,188,243
Other Services	2,465,548	2,661,064	3,056,825	3,120,324	3,120,324	2,823,421	3,854,587
Capital Outlays	865,278	6,869,169	2,294,300	11,871,308	17,145,843	6,769,531	16,947,369
Transfers Out	706,082	3,096,808	14,745,910	1,743,364	3,208,364	1,641,595	16,474,268
Total Expenditures	9,454,999	18,222,252	26,666,737	24,323,081	31,282,616	17,836,463	46,001,267

Expenditures by Fund

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
General Fund Expenditures	7,086,911	8,376,802	8,281,766	8,735,956	8,736,604	7,169,432	10,693,393
Vehicle Replacement Fund Expenditures	219,414	125,697	138,626	176,500	266,500	237,366	250,000
Debt Service Fund Expenditures	856,295	986,475	1,818,882	1,809,339	1,809,339	1,877,835	2,014,762
Utility Fund Expenditures	602,339	939,093	1,251,981	1,301,499	1,300,851	1,147,751	1,304,580
Impact Fee Fund Expenditures	9,082	433,200	400,000	405,000	405,000	463,858	487,500
Capital Projects Fund Expenditures	654,966	6,204,872	14,459,405	-	2,665,000	2,841,258	15,711,519
Capital Projects Bond Fund Expenditures	-	-	41,662	10,712,308	14,916,843	3,975,806	14,101,956
Parks Fund Expenditures	-	93,121	46,462	67,200	67,200	25,376	289,100
Hotel Tax Fund Expenditures	3,699	256	3,686	10,000	10,000	2,184	40,000
Court Security Fund Expenditures	7,087	160	1,139	4,290	4,290	-	8,000
Court Technology Fund Expenditures	711	-	-	25,000	25,000	9,590	15,000
Law Enforcement Fund Expenditures	-	-	-	-	-	-	1,000
PEG Fee Fund Expenditures	-	-	-	50,000	50,000	-	50,000
SMDA Fund Expenditures	2,415	2,688	360	3,000	3,000	6,625	5,000
TIRZ #3 Fund Expenditures	12,080	80,057	92,737	66,025	66,025	79,381	69,000
MEDC Fund Expenditures	-	979,831	130,031	956,964	956,964	-	960,457
TOTAL EXPENDITURES	9,454,999	18,222,252	26,666,737	24,323,081	31,282,616	17,836,463	46,001,267

Total Budgeted Expenditures by Type

FY 2020-21: \$46,001,267



Combined Fund Summary - All Funds

	General Fund	Vehicle Replacement Fund	Debt Service Fund	Utility Fund	Community Impact Fee Fund	Capital Projects Fund	Capital Projects Bond Fund	Parks Fund	Hotel Occupancy Tax Fund
Ad Valorem Taxes Revenues	3,865,539	-	1,994,182	-	-	-	-	-	-
Other Taxes Revenues	1,843,000	-	-	-	-	-	-	-	40,000
Franchise Fees Revenues	565,000	-	-	-	-	-	-	-	-
License & Permits Revenues	3,932,754	-	-	-	-	-	-	-	-
Fines and Fees Revenues	305,000	-	-	-	-	-	-	-	-
Interest Revenues	85,000	-	20,000	-	7,500	200,000	-	-	-
Other Revenues	97,100	250,000	-	5,000	-	2,272,000	-	-	-
Utility Revenues	-	-	-	780,000	480,000	-	-	-	-
Transfers-In Revenues	-	-	92,632	319,580	-	15,703,956	14,101,956	289,100	-
Total Revenues	10,693,393	250,000	2,106,814	1,304,580	487,500	18,175,956	14,101,956	289,100	40,000
Personnel	5,579,620	-	-	366,630	-	100,000	-	-	-
Commodities	404,550	-	-	60,500	-	-	-	1,000	-
Contractual Services	1,842,218	-	-	287,950	-	-	-	38,100	-
Other Services	1,397,475	-	2,014,762	389,500	500	-	-	-	40,000
Capital Outlays	510,850	250,000	-	200,000	-	15,611,519	-	250,000	-
Transfers Out	958,680	-	-	-	487,000	-	14,101,956	-	-
Total Expenditures	10,693,393	250,000	2,014,762	1,304,580	487,500	15,711,519	14,101,956	289,100	40,000
Fund Balance - Beginning	6,869,722	639,662	491,556	1,760,143	702,293	1,043,762	-	108,344	611,161
Fund Balance - Ending	6,869,722	639,662	583,608	1,760,143	702,293	3,508,199	-	108,344	611,161

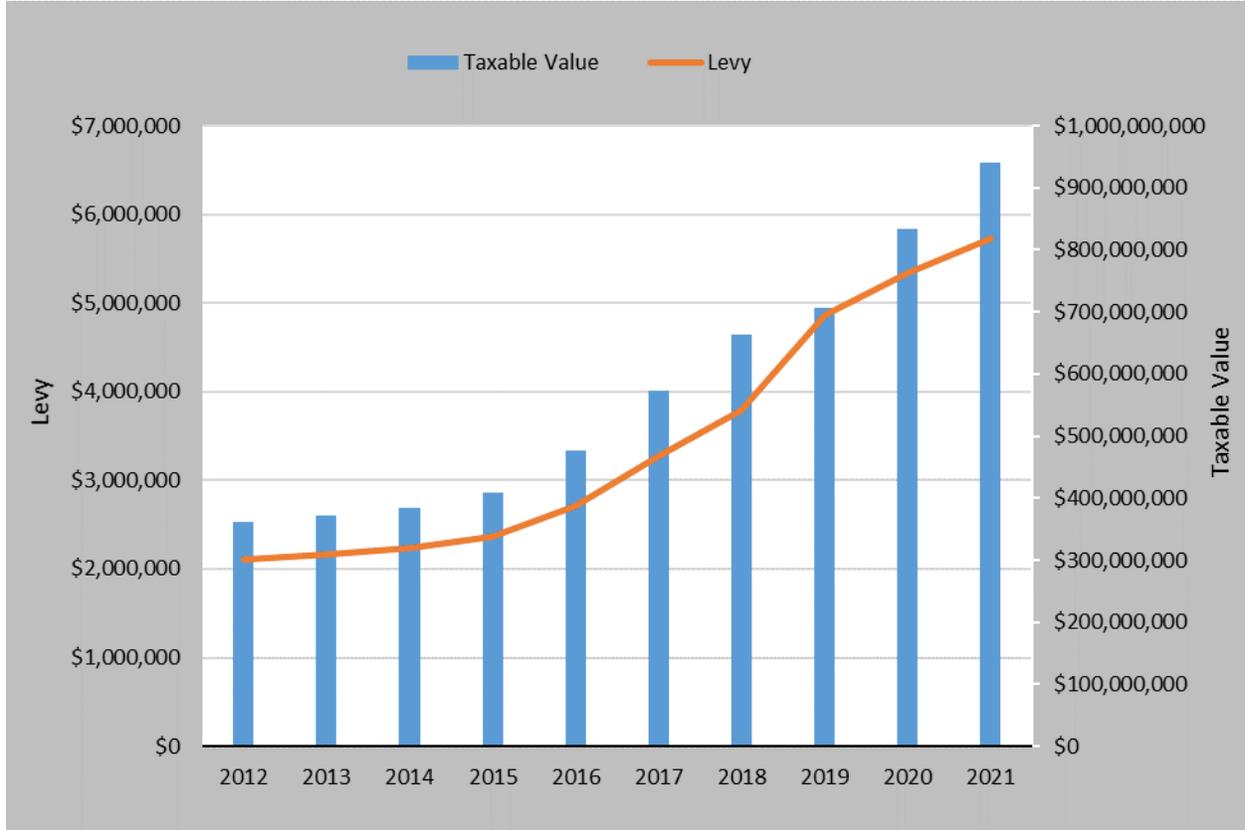
	Court Security Fund	Court Technology Fund	Law Enforcement Fund	PEG Fee Fund	SMDA Fund	TIRZ#3 Fund	MEDC Fund	Total
Ad Valorem Taxes Revenues	-	-	-	-	-	61,500	-	5,921,221
Other Taxes Revenues	-	-	-	-	-	7,000	850,000	2,740,000
Franchise Fees Revenues	-	-	-	10,000	-	-	-	575,000
License & Permits Revenues	-	-	-	-	-	-	-	3,932,754
Fines and Fees Revenues	8,000	9,000	-	-	-	-	-	322,000
Interest Revenues	-	-	-	-	3,500	500	15,000	331,500
Other Revenues	-	-	1,000	-	-	-	-	2,625,100
Utility Revenues	-	-	-	-	-	-	-	1,260,000
Transfers-In Revenues	-	6,000	-	40,000	69,000	-	-	30,622,224
Total Revenues	8,000	15,000	1,000	50,000	72,500	69,000	865,000	48,329,799
Personnel	-	-	-	-	-	-	-	6,046,250
Commodities	8,000	15,000	1,000	-	-	-	500	490,550
Contractual Services	-	-	-	-	5,000	-	14,975	2,188,243
Other Services	-	-	-	-	-	-	12,350	3,854,587
Capital Outlays	-	-	-	50,000	-	-	75,000	16,947,369
Transfers Out	-	-	-	-	-	69,000	857,632	16,474,268
Total Expenditures	8,000	15,000	1,000	50,000	5,000	69,000	960,457	46,001,267
Fund Balance - Beginning	23,658	25,032	4,020	89,243	363,822	-	2,520,393	15,252,812
Fund Balance - Ending	23,658	25,032	4,020	89,243	431,322	-	2,424,936	17,581,344

Property Tax Assessments

	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Total Taxable Value	\$662,733,917	\$650,299,570	\$825,909,385	\$940,019,774
General Fund Tax Rate (per \$100)	\$0.431363	\$0.432476	\$0.420952	\$0.400517
Debt Service Tax Rate (per \$100)	\$0.138637	\$0.257524	\$0.219048	\$0.209483
Total Tax Rate (per \$100)	\$0.570000	\$0.690000	\$0.640000	\$0.610000
General Fund Revenues	\$2,858,789	\$2,812,390	\$3,476,682	\$3,764,939
Debt Service Fund Revenues	\$918,794	\$1,674,677	\$1,809,138	\$1,969,182

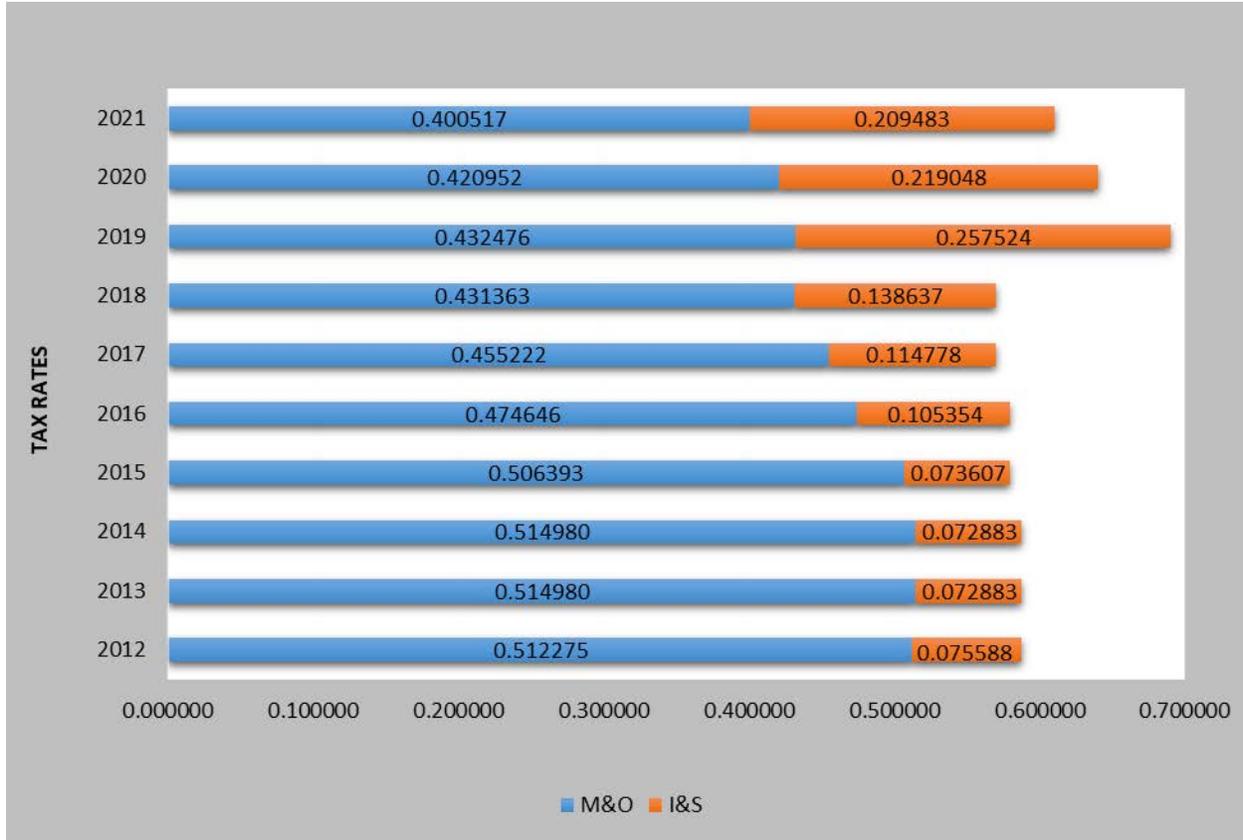
Property Tax Values and Levy

10-Year Historical Comparison



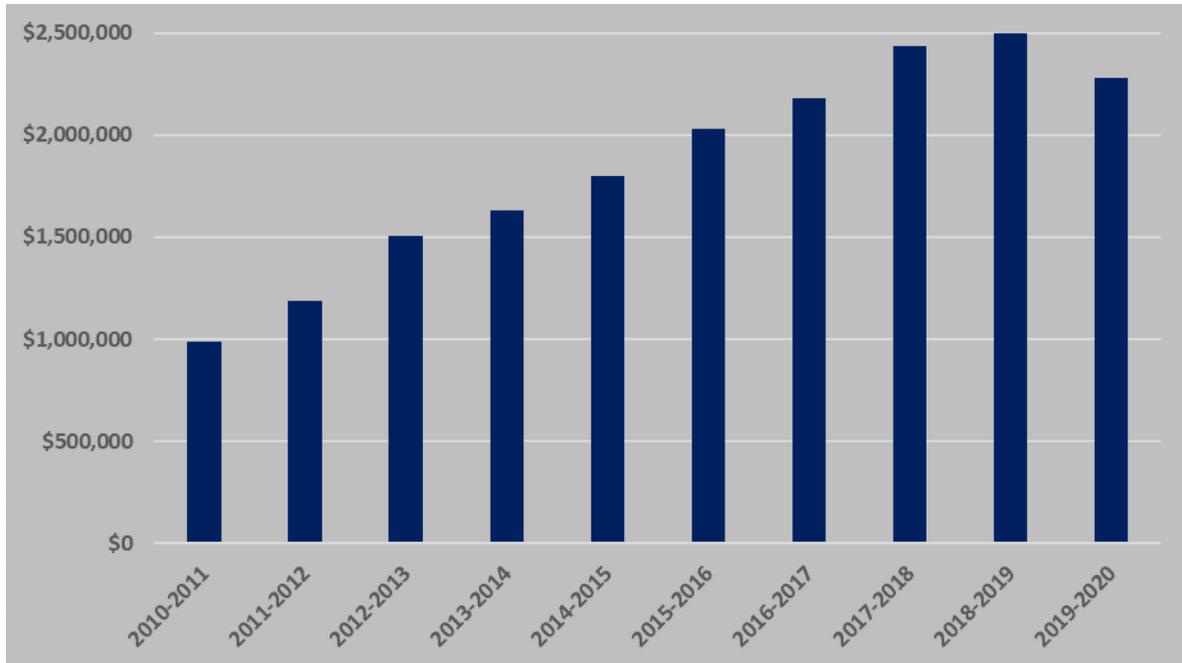
Property Tax Rates

10-Year Historical Comparison



Sales Taxes

Total City sales taxes collected, including the Manvel Economic Development Corporation (MEDC), over the past 10 years have increased from \$987,000 in FY2011 to \$2.2 million collected so far in FY 2019-20. This leaves two more months of collections (sales tax figures are reported almost two months behind the actual month) to surpass the previous high of \$2.5 million in FY 2018-19.



Section 7 - General Fund



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

The anticipated ending fund balance in the General Fund for FY 2020-21 is projected to be \$6.87 million. Revenues and Expenditures for the adopted FY 2020-21 budget are \$10,693,393. Revenues are approximately \$2 million more than FY 2019-20 budgeted value. Even with a projected decrease in property tax rates due to higher property values, there will be an estimated addition of \$300,000 to property tax revenue. The other major revenue sources for the 2020-21 budget will be sales taxes and license and permit fees collected from the building growth throughout Manvel.

Expenditures for operations in the FY 2020-21 budget are also \$10,693,393 (as is expected in a balanced budget) which is an increase from last year's budgeted estimate. As the City continues to grow, the expenditures will grow as well. Personnel will be needed to continue public works service and permitting, planning, and code enforcement. The City's Information Technology Department is growing as well. Descriptions, goals and personnel staffing are included in each departmental section.

Funding Sources (Revenues) – General Fund

Key Revenue Assumptions and Trends

Ad Valorem Taxes Revenues

Property taxes (ad valorem taxes) attach as an enforceable lien on property as of January 1 each year. The City's property tax is levied in September, following notification of the certified values to the City and Council approval by resolution. Taxes are due and payable upon adoption of the tax rate by City Council. The 2020 appraised tax roll values are expected to increase, much like the prior year.

Other Taxes Revenues

The sales and use tax in Manvel is 8.25% on goods or services. Sales and use is defined as taxes collected by businesses within the City for use by businesses or residences within the City. The tax is remitted to the State Comptroller of Public Accounts who retains 6.25%, and distributes 1.5% percent to the City and the other .5% to the county. One-third of this amount is awarded to the Manvel Economic Development Corporation for various projects and administrative costs. For the fiscal year ending September 30, 2021, the City General Fund expects to receive \$1.85 million in sales taxes.

Franchise Fees Revenues

The City maintains franchise agreements with utility companies for the use of the City's right-of-way. These agreements generally require the utility company to compensate the City based on a percentage of gross receipts. The fees paid to the City have remained steady and expected revenues from these fees should top \$500,000 again.

License and Permit Revenues

License and permit fees include fees charged for general construction permits and licenses. Various fees are charged for City inspections of electrical, plumbing, mechanical installations, health permits, housing code inspections, and other permit activities. As residential building activity increases within the City, the revenue from the various fees increases as well. Fees are projected to continue growing as more developers begin to place houses inside the city limits.

Fines and Fees Revenues

Fines and forfeitures are revenues received by the City for Class C misdemeanors and City ordinance violations. Revenues from fines are estimated to be \$300,000. However, these numbers are not easily predicted as they are based on human behavior and whether fines are assessed and paid.

Interest Revenues

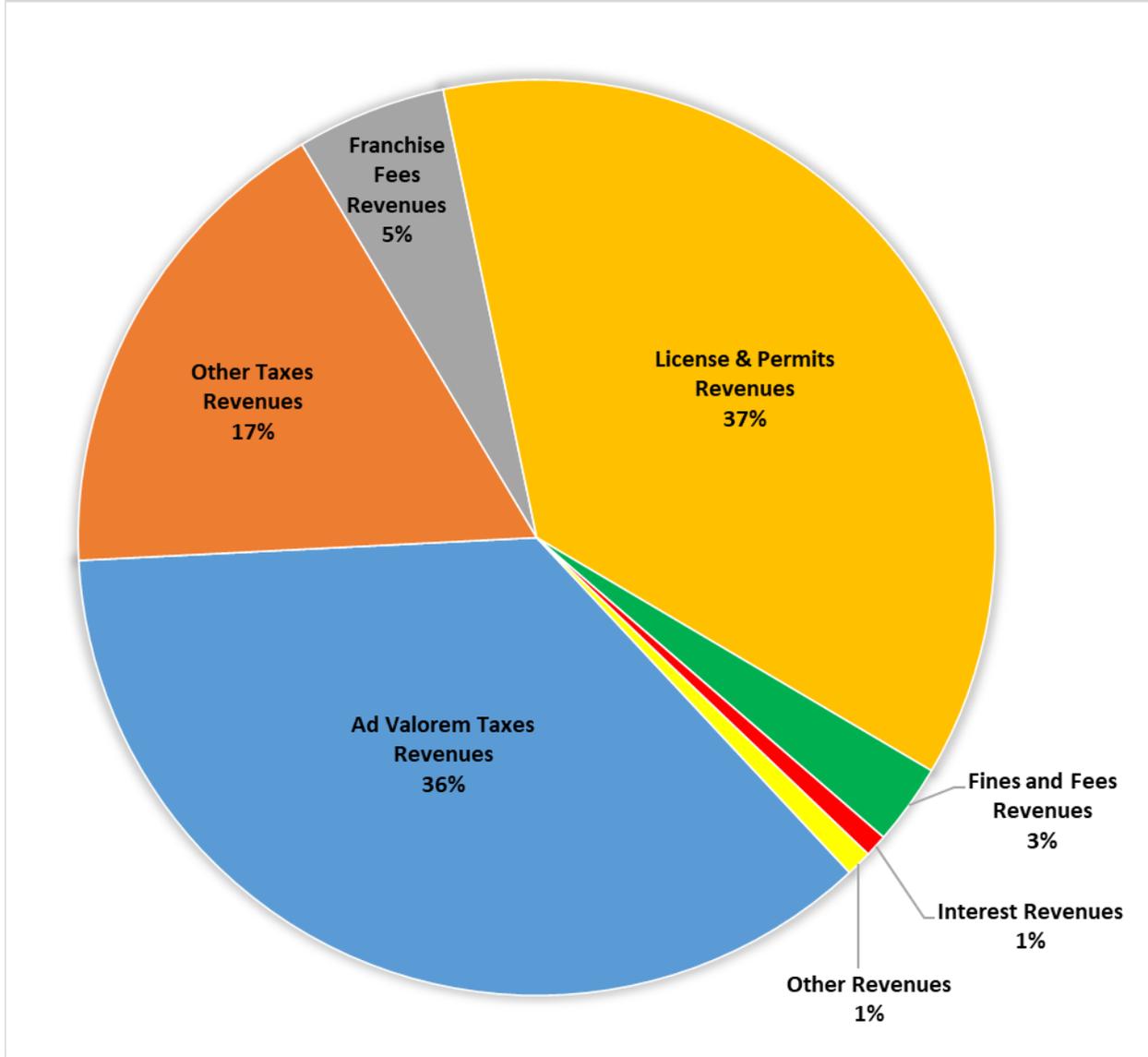
The City earns interest on its pooled investment accounts. For FY 2020-21, the projected revenues will be \$95,000 as uncertainty remains on interest rates during the pandemic.

Other Revenues

Other sources of revenues represent approximately \$97,100. These items consist mostly of MEDC reimbursements, Alvin ISD Dispatch reimbursements, and a lease retainer agreement. These amounts may fluctuate greatly because they are based on income that may not be recurring or one-time collections that cannot properly be anticipated.

General Fund Revenues by Type

FY 2019-20: \$8,735,956



Funding Uses (Expenditures) – General Fund

Key Departmental Expenditure Assumptions and Trends

Administration

Administration includes the activities of the City Council, City Manager, City Secretary, and City Attorney. The City Manager provides the direction, leadership, and coordination of all departments. Functions include the management of City development plans, property acquisition, annexation, council agendas, responding to public information requests, and overall City management. Total expenditures for FY 2020-21 are \$1.6 million excluding transfers.

Library

The City of Manvel provides assistance to the Manvel branch of the Brazoria County Library System with rental space costs, utilities, and a shared book program. This library provides services to both juveniles and adults. Total expenditures for FY 2020-21 are \$90,300.

Finance

The Finance Department has general responsibility for the financial administration of the City which includes the recording and documenting all financial transactions, idle fund investment, debt management, budget preparation, risk management, tax collection, centralized cash receipts, accounts receivable, CIP and contract management, grant management, payroll, purchasing goods and services for the City, and payment of all invoices. Total expenditures for FY 2020-21 are \$528,356.

Information Technology

The Information Technology Department handles hardware and software computer issues for City Hall and other City locations. Network security, phone issues, and general communications also fall under the department scope. This department expenditures for FY 2020-21 are \$398,049.

Court

The Manvel Municipal Court handles Class-C fine only criminal misdemeanor and City Ordinance violations. The Manvel Municipal Court has a Presiding Judge, Alternate Judge, Court Administrator and Deputy Court Clerks. Total budgeted expenditures for FY 2020-21 are \$347,341.

Development Services

The Development Services Department provides plan review and inspection services for permits submitted by homeowners, businesses, contractors, and others functions necessary for the orderly development and growth of the City. Total budgeted expenditures for FY 2020-21 are \$1.32 million.

Public Works

The Department of Public Works is responsible for repairs and maintenance of the City's water system, sewer system, tree maintenance, streets, storm drains, parks, buildings and related facilities. It also provides oversight of City fleet and equipment, CIP management, HVAC, electric, and other general maintenance of City facilities. Total budgeted expenditures for FY 2020-21 are \$1.69 million.

Fire Marshal/Code Enforcement

The Fire Marshal Department is responsible for conducting plan reviews of commercial buildings, performing inspections of new and existing structures within the city and ETJ, and responding to and investigating fire incidents to determine the origin and cause. Other services include inspecting new and existing occupancies, responding to complaints of property violations, and assisting with police activities as back up on emergency and/or non-emergency calls. Total budgeted expenditures for FY 2020-21 are \$468,834.

Emergency Management

The Emergency Management Department performs the functions of planning, preparation, recovery and reduction of the impact from any type of disaster that could affect the City. The City Manager serves as the Emergency Management Coordinator with the Fire Marshal as the Assistant Emergency Management Coordinator. Total budgeted expenditures for FY 2020-21 are \$309,500.

Police

The Police Department is responsible for maintaining the safety of the citizens of the City of Manvel as well as the persons who travel to and visit our City. Total budgeted expenditures for FY 2020-21 are \$2.99 million. Included in the overall police budget increase are the related costs such as equipment, minor tools, fuel, and replacement vehicles.

===== FY2020-21 ANNUAL BUDGET =====

General Fund – Revenue Sources and Department Expenditures

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
General Fund Revenues							
Ad Valroem Taxes Revenues	2,595,401	2,873,695	3,159,142	3,562,356	3,562,356	3,561,928	3,865,539
Other Taxes Revenues	1,447,355	1,616,716	1,660,254	1,993,000	1,993,000	1,714,901	1,843,000
Franchise Fees Revenues	520,015	541,830	586,216	530,000	530,000	315,213	565,000
License and Permits Revenues	1,748,826	1,829,832	2,587,725	2,224,500	2,224,500	3,264,584	3,932,754
Fines and Fees Revenues	276,368	270,701	243,178	244,000	244,000	300,544	305,000
Interest Revenues	76,910	83,687	106,035	95,000	95,000	65,240	85,000
Other Revenues	605,802	170,522	339,018	87,100	87,100	237,292	97,100
Transfers-In Revenues	87	-	-	-	-	-	-
Total General Fund Revenues	7,270,764	7,386,983	8,681,568	8,735,956	8,735,956	9,459,702	10,693,393
General Fund Expenditures							
Administration Expenditures	1,776,661	3,301,693	2,120,399	1,806,584	1,816,163	1,438,885	2,555,282
Library Expenditures	43,874	67,047	84,112	84,800	84,800	80,954	90,300
Finance Expenditures	227,106	341,906	356,914	497,719	497,219	357,715	528,356
Information Tech Expenditures	-	-	-	306,727	306,403	283,425	398,049
Municipal Court Expenditures	205,044	243,927	279,222	302,060	301,574	272,611	347,341
Development Services Expenditures	854,941	825,216	1,251,558	1,044,077	1,042,943	1,021,335	1,317,087
Public Works Expenditures	1,668,278	1,036,476	1,527,327	1,673,109	1,671,644	901,248	1,688,262
Parks Expenditures	13,388	-	-	-	-	-	-
Fire Marshal/CE Expenditures	211,807	299,898	307,383	356,508	356,022	279,666	468,834
Emergency Management Expenditures	253,664	86,149	13,036	97,600	97,600	66,420	309,500
Police Expenditures	1,832,148	2,174,490	2,341,815	2,566,772	2,562,236	2,467,173	2,990,382
Total General Fund Expenditures	7,086,911	8,376,802	8,281,766	8,735,956	8,736,604	7,169,432	10,693,393
Net Revenues over (Expenditures)	183,853	(989,819)	399,802	-	(648)	2,290,269	-
Fund Balance - Beginning	4,985,617	5,169,470	4,179,651	4,579,453	4,579,453	4,579,453	6,869,722
Fund Balance - Ending	5,169,470	4,179,651	4,579,453	4,579,453	4,578,805	6,869,722	6,869,722

===== FY2020-21 ANNUAL BUDGET =====

General Fund Revenue - Details

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
General Fund Revenues							
Ad Valorem Taxes Revenues							
10.01.4000 Current Ad Valorem Tax Rev	2,521,798	2,779,029	3,077,502	3,497,006	3,497,006	3,417,297	3,764,939
10.01.4005 Personal Property Taxes	311	425	809	350	350	677	600
10.01.4010 Delinquent Ad Valorem Tax Revenue	50,720	73,594	61,617	50,000	50,000	123,527	80,000
10.01.4011 P&I on Ad Valorem Taxes	22,572	20,647	19,214	15,000	15,000	20,427	20,000
Total Ad Valorem Taxes Revenues	2,595,401	2,873,695	3,159,142	3,562,356	3,562,356	3,561,928	3,865,539
Other Taxes Revenues							
10.02.4030 Sales Tax Revenues	1,447,055	1,622,765	1,666,969	2,000,000	2,000,000	1,721,901	1,850,000
10.02.4031 Sales Tax Rebate	-	(6,049)	(6,715)	(7,000)	(7,000)	(7,000)	(7,000)
10.02.4035 Street Maintenance Sales Tax	-	-	-	-	-	-	-
10.02.4038 Mixed Beverage Sales Tax	300	-	-	-	-	-	-
10.02.4090 Hotel Taxes	-	-	-	-	-	-	-
Total Other Taxes Revenues	1,447,355	1,616,716	1,660,254	1,993,000	1,993,000	1,714,901	1,843,000
Franchise Fees Revenues							
10.03.4100 Franchise Fees	519,414	10,145	-	-	-	-	-
10.03.4101 Gas Franchise Fees	-	14,818	19,224	20,000	20,000	34,683	25,000
10.03.4102 Electric Franchise Fees	-	276,023	288,156	265,000	265,000	102,708	275,000
10.03.4103 Cable Franchise Fees	-	19,695	34,872	20,000	20,000	22,580	20,000
10.03.4104 Telephone Franchise Fees	-	103,538	114,330	115,000	115,000	38,690	115,000
10.03.4105 Solid Waste Franchise Fees	-	117,611	129,634	110,000	110,000	116,552	130,000
10.03.4110 Peg Fees	601	-	-	-	-	-	-
Total Franchise Fees Revenues	520,015	541,830	586,216	530,000	530,000	315,213	565,000
License & Permits Revenues							
10.04.4200 Permits CC Convenience Fees	8,900	6,623	12,675	14,000	14,000	18,083	14,000
10.04.4201 Seismic Permit	-	1,000	-	-	-	-	-
10.04.4203 Permits & Licenses	1,327,300	1,332,638	1,944,002	1,550,000	1,550,000	2,587,426	3,226,754
10.04.4204 Licenses & Permits PD	3,163	3,157	3,149	3,000	3,000	5,957	4,500
10.04.4205 Rezoning Application fees	18,200	25,600	24,700	25,000	25,000	-	25,000
10.04.4206 Abandonment Fees	2,000	16,700	2,500	2,500	2,500	1,091	2,500
10.04.4207 Plat Fees	52,985	79,244	89,349	80,000	80,000	86,313	85,000
10.04.4208 Plan Reviews	318,220	346,838	511,350	550,000	550,000	565,714	575,000
10.04.4209 Planned Unit Dev. Fees	18,058	18,032	-	-	-	-	-
Total License & Permits Revenues	1,748,826	1,829,832	2,587,725	2,224,500	2,224,500	3,264,584	3,932,754

===== FY2020-21 ANNUAL BUDGET =====

General Fund Revenue – Details (cont.)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Fines and Fees Revenues							
10.05.4400 Court Fines	272,398	266,111	238,899	240,000	240,000	292,659	300,000
10.05.4401 Rev Court Fines	3,970	4,590	4,279	4,000	4,000	7,885	5,000
10.05.4402 Court Fines - Security Fund	-	-	-	-	-	-	-
10.05.4403 Judge Fees	-	-	-	-	-	-	-
10.05.4404 OMNI/TLFTA Revenue	-	-	-	-	-	-	-
Total Fines and Fees Revenues	276,368	270,701	243,178	244,000	244,000	300,544	305,000
Interest Revenues							
10.06.4600 Interest Income	76,910	83,687	106,035	95,000	95,000	65,240	85,000
Total Interest Revenues	76,910	83,687	106,035	95,000	95,000	65,240	85,000
Other Revenues							
10.07.4214 Iowa Colony Dispatch	-	-	-	-	-	-	-
10.07.4650 Sand Pit Revenues	-	-	-	-	-	-	-
10.07.4700 Lease - Annual Rental	-	-	-	-	-	-	-
10.07.4701 Skynet - Lease Rental	8,400	7,700	8,400	8,400	8,400	8,400	8,400
10.07.4702 Park Rentals	-	-	-	-	-	-	-
10.07.4703 FEMA	-	-	-	-	-	-	-
10.07.4704 Grant Revenues	-	60,984	-	-	-	7,329	-
10.07.4720 Pipeline Inspection Fees	-	-	-	-	-	-	-
10.07.4721 Pipeline Application	1,700	1,000	500	-	-	-	-
10.07.4722 Drilling Waiver	-	-	-	-	-	-	-
10.07.4723 Pipeline ROW Crossing Fees	524,471	47,000	38,500	47,000	47,000	51,818	47,000
10.07.4800 Insurance & Other Reimbursements	-	8,927	-	-	-	825	-
10.07.4802 AISD Dispatch	8,000	8,000	8,000	8,000	8,000	8,000	8,000
10.07.4803 TCLEOS	1,747	1,785	1,710	1,700	1,700	1,700	1,700
10.07.4804 Sale/Disposition of Assets	-	13,200	39,550	-	-	-	-
10.07.4805 Rev Manvel Cultural Education	-	-	-	-	-	-	-
10.07.4806 Regional Detention	-	-	-	-	-	-	-
10.07.4808 Donations for City Events	-	450	250	-	-	-	-
10.07.4809 Donations for Easter Event	-	240	-	-	-	-	-
10.07.4810 Police Association Donations	-	-	-	-	-	-	-
10.07.4811 Other Income	49,484	10,236	229,108	10,000	10,000	147,220	20,000
10.07.4820 Loan Financing Proceeds	-	-	-	-	-	-	-
10.07.4840 MEDC Contributions	12,000	11,000	13,000	12,000	12,000	12,000	12,000
Total Other Revenues	605,802	170,522	339,018	87,100	87,100	237,292	97,100
Transfers-In Revenues							
10.09.4820 Loan Financing Proceeds	-	-	-	-	-	-	-
10.09.4951 Transfer In - Utility Fund	-	-	-	-	-	-	-
10.09.4952 Transfer In - Debt Service Fund	-	-	-	-	-	-	-
10.09.4959 Transfer In - SMDA Fund	-	-	-	-	-	-	-
10.09.4960 Transfer In - MEDC Fund	87	-	-	-	-	-	-
Total Transfers-In Revenues	87	-	-	-	-	-	-
Total General Fund Revenues	7,270,764	7,386,983	8,681,568	8,735,956	8,735,956	9,459,702	10,693,393

General Fund Expenditures – Department Totals

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
General Fund Expenditures							
Administration Expenditures							
Personnel	470,113	519,552	681,752	796,684	766,263	661,172	997,102
Commodities	15,671	12,512	10,087	17,500	17,500	9,047	22,500
Contractual Services	204,350	154,871	143,324	215,400	255,400	185,848	222,500
Other Services	492,525	755,748	177,172	354,000	354,000	184,442	354,500
Capital Outlays	-	34,010	22,564	-	-	-	-
Transfers Out	594,002	1,825,000	1,085,500	423,000	423,000	398,376	958,680
Total Administration Expenditures	1,776,661	3,301,693	2,120,399	1,806,584	1,816,163	1,438,885	2,555,282
Library Expenditures							
Personnel	-	-	-	-	-	-	-
Commodities	654	2,917	6,389	7,000	7,000	3,348	7,000
Contractual Services	40,027	60,937	74,530	74,500	74,500	74,413	80,000
Other Services	3,193	3,193	3,193	3,300	3,300	3,193	3,300
Capital Outlays	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Library Expenditures	43,874	67,047	84,112	84,800	84,800	80,954	90,300
Finance Expenditures							
Personnel	172,458	257,367	256,078	312,719	312,219	269,486	396,856
Commodities	1,064	6,847	3,215	7,500	7,500	1,453	5,500
Contractual Services	51,210	72,128	93,701	168,000	168,000	86,589	120,500
Other Services	2,374	5,564	3,920	9,500	9,500	188	5,500
Capital Outlays	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Finance Expenditures	227,106	341,906	356,914	497,719	497,219	357,715	528,356
Information Tech Expenditures							
Personnel	-	-	-	189,727	189,403	173,316	192,049
Commodities	-	-	-	9,000	9,000	9,736	9,000
Contractual Services	-	-	-	83,500	83,500	77,704	100,000
Other Services	-	-	-	24,500	24,500	22,668	97,000
Capital Outlays	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Information Tech Expenditures	-	-	-	306,727	306,403	283,425	398,049
Municipal Court Expenditures							
Personnel	124,195	155,307	205,492	222,927	222,441	201,570	251,916
Commodities	3,186	6,991	4,966	5,200	5,200	2,791	5,400
Contractual Services	73,493	76,711	63,428	65,758	65,758	63,188	78,300
Other Services	4,170	4,918	5,336	8,175	8,175	5,063	11,725
Capital Outlays	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Municipal Court Expenditures	205,044	243,927	279,222	302,060	301,574	272,611	347,341

===== FY2020-21 ANNUAL BUDGET =====

General Fund Expenditures – Department Totals (cont.)

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Development Services Expenditures							
Personnel	120,686	122,038	228,662	416,439	295,305	241,946	369,754
Commodities	538	9,695	8,105	31,000	31,000	2,002	24,000
Contractual Services	678,912	645,197	936,795	398,638	638,638	685,156	827,333
Other Services	54,805	48,286	77,996	78,000	78,000	92,231	96,000
Capital Outlays	-	-	-	120,000	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Development Services Expenditures	854,941	825,216	1,251,558	1,044,077	1,042,943	1,021,335	1,317,087
Public Works Expenditures							
Personnel	453,133	466,697	565,250	663,529	667,064	501,479	646,262
Commodities	513,432	98,938	112,245	133,000	133,000	100,337	139,500
Contractual Services	118,437	117,522	197,500	239,250	234,250	140,272	211,500
Other Services	483,635	326,119	339,942	287,330	287,330	151,162	391,000
Capital Outlays	99,641	27,200	312,390	350,000	350,000	7,997	300,000
Transfers Out	-	-	-	-	-	-	-
Total Public Works Expenditures	1,668,278	1,036,476	1,527,327	1,673,109	1,671,644	901,248	1,688,262
Parks Expenditures							
Personnel	-	-	-	-	-	-	-
Commodities	1,179	-	-	-	-	-	-
Contractual Services	12,209	-	-	-	-	-	-
Other Services	-	-	-	-	-	-	-
Capital Outlays	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Parks Expenditures	13,388	-	-	-	-	-	-
Fire Marshal/CE Expenditures							
Personnel	148,571	160,639	237,245	264,090	263,604	232,022	323,784
Commodities	11,934	57,619	14,548	24,473	24,473	5,649	35,150
Contractual Services	19,956	14,119	23,563	30,215	30,215	20,059	40,150
Other Services	21,199	32,653	32,027	37,730	37,730	21,937	34,750
Capital Outlays	10,147	34,868	-	-	-	-	35,000
Transfers Out	-	-	-	-	-	-	-
Total Fire Marshal/CE Expenditures	211,807	299,898	307,383	356,508	356,022	279,666	468,834
Emergency Management Expenditures							
Personnel	-	-	-	-	-	-	-
Commodities	-	4,195	952	30,000	30,000	15,718	32,000
Contractual Services	-	-	-	-	-	-	-
Other Services	253,664	73,504	12,084	27,600	27,600	13,599	277,500
Capital Outlays	-	8,450	-	40,000	40,000	37,104	-
Transfers Out	-	-	-	-	-	-	-
Total Emergency Management Expenditures	253,664	86,149	13,036	97,600	97,600	66,420	309,500
Police Expenditures							
Personnel	1,425,852	1,712,724	1,772,928	2,193,772	2,089,236	2,043,631	2,401,897
Commodities	62,469	128,863	126,668	107,000	107,000	65,227	124,500
Contractual Services	123,174	125,309	191,061	145,500	245,500	236,395	161,935
Other Services	171,875	163,081	182,836	120,500	120,500	121,921	126,200
Capital Outlays	48,778	44,513	68,322	-	-	-	175,850
Transfers Out	-	-	-	-	-	-	-
Total Police Expenditures	1,832,148	2,174,490	2,341,815	2,566,772	2,562,236	2,467,173	2,990,382
Total General Fund Expenditures	7,086,911	8,376,802	8,281,766	8,735,956	8,736,604	7,169,432	10,693,393

ADMINISTRATION

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

FUNCTIONS
• City Administration
• Mayor/City Council
• City Secretary
• Legal

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
City Manager	1	1	1	1	1
City Secretary	1	1	1	1	1
City Attorney	1	1	1	1	1
Assistant City Manager	-	-	-	1	1
Assistant City Secretary	-	-	-	1	1
IT Network Administrator	-	1	1	-	-
Total	3	4	4	5	5

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Maintained AA+ bond rating and fund balance that exceeds recommended goals.
Timely response and processing of open records requests.
Continued progress on infrastructure for City Complex.
Developed new processes and procedures for remote work due to pandemic.
Continued City Council and other committee meetings using virtual software.
Initiated revision of Master Water, Wastewater, and Drainage Plans.
Successful bond issue and use of funds to purchase land for park and detention pond.

FY 2020-21 DEPARTMENT GOALS
Expand the City's commercial and residential growth.
Complete moving in to new City Hall.
Manage the legal process for the City's future development needs.
Upgrade social media presence which may include purchases or new platform inclusion.
Revisit Comprehensive Master Plan for accuracy and updates.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Administration Expenditures							
Personnel							
10.10.5000 Salaries	315,437	387,390	522,960	517,109	517,109	481,547	687,133
10.10.5001 Other Compensation	36,217	(740)	-	51,000	51,000	-	51,000
10.10.5006 Longevity	1,020	1,200	1,380	1,600	1,600	1,560	1,740
10.10.5010 Fica Expense	24,583	27,397	33,596	53,400	53,400	35,241	43,541
10.10.5012 TWC Unemployment Ins.	1,097	-	2,910	890	10,469	12,753	20,000
10.10.5030 Health Insurance	30,181	45,352	47,062	68,400	53,400	44,897	63,804
10.10.5031 Vision Insurance	-	635	674	925	925	536	757
10.10.5032 Life & LTD Insurance	-	1,077	1,179	1,450	1,450	1,128	12,798
10.10.5033 Dental Insurance	-	2,024	2,357	3,025	3,025	2,049	2,968
10.10.5034 Retirement	42,703	47,819	54,355	81,000	56,000	47,445	97,764
10.10.5035 Cell Phone Allowance	1,200	323	2,181	3,900	3,900	1,209	1,200
10.10.5036 Auto Allowance	12,860	2,952	10,810	9,400	9,400	8,089	10,800
10.10.5037 Pay Reimbursement	-	-	-	-	-	22,496	-
10.10.5038 Flex Admin	-	128	196	235	235	140	241
10.10.5039 Flex Card - Health Ins	-	1,317	1,662	1,850	1,850	1,159	2,000
10.10.5040 Workers Compensation	4,815	2,678	430	2,500	2,500	925	1,356
Total Personnel	470,113	519,552	681,752	796,684	766,263	661,172	997,102
Commodities							
10.10.5220 Janitorial Supplies & Cleaning	5,058	3,977	4,647	4,000	4,000	4,368	9,500
10.10.5222 Postage	3,511	2,221	1,405	3,500	3,500	1,359	2,000
10.10.5230 Office Expense	6,484	6,314	3,693	9,000	9,000	2,342	10,000
10.10.5240 Minor Tools & Equipment	618	-	342	1,000	1,000	977	1,000
Total Commodities	15,671	12,512	10,087	17,500	17,500	9,047	22,500
Contractual Services							
10.10.5320 Bank/Convenience Charges	300	264	-	100	100	-	-
10.10.5340 Copier Lease/Maintenance	1,929	1,728	1,527	8,000	8,000	802	4,000
10.10.5362 Records Retention	1,064	2,244	2,492	2,000	2,000	791	2,500
10.10.5380 Building Repair & Maintenance	5,733	8,347	5,637	50,000	50,000	7,368	50,000
10.10.5400 Legal Fees	21,309	8,900	17,799	15,000	15,000	10,901	15,000
10.10.5418 Employment Testing	880	1,092	780	800	800	1,325	1,000
10.10.5420 Electricity	3,419	2,366	2,430	10,000	10,000	5,057	8,000
10.10.5422 Electricity - Street Lights	57,660	50,489	51,818	55,000	55,000	49,455	55,000
10.10.5430 Gas Utilities	246	262	260	3,000	3,000	237	1,000
10.10.5432 Rental Equipment	2,532	2,532	2,853	2,500	2,500	2,551	1,500
10.10.5438 County Recording Fees	966	261	1,272	1,500	1,500	1,181	3,000
10.10.5440 Computer Maintenance/Support	60,597	33,601	12,321	20,000	70,000	71,709	20,000
10.10.5441 Computer Software	2,415	11,020	12,623	20,000	10,000	-	20,000
10.10.5442 Website Administration	8,726	-	4,085	5,000	5,000	4,289	5,000
10.10.5445 Telephone	23,644	23,642	22,850	18,000	18,000	24,995	30,000
10.10.5458 Maintenance Agreements	513	224	-	-	-	-	-
10.10.5474 Emergency Management	7,941	2,838	-	-	-	-	-
10.10.5476 Codification	3,000	3,585	3,101	3,000	3,000	3,710	3,500
10.10.5550 Radio Usage	1,476	1,476	1,476	1,500	1,500	1,476	3,000
Total Contractual Services	204,350	154,871	143,324	215,400	255,400	185,848	222,500

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Administration Expenditures							
Other Services							
10.10.5620 Council Expenses	5,395	5,119	12,707	20,000	17,500	6,904	20,000
10.10.5622 Dues & Subscriptions	5,880	6,782	7,706	7,000	7,000	8,408	8,000
10.10.5625 Publications	-	-	1,171	-	-	-	-
10.10.5630 Insurance and Bonds	62,381	118,024	98,009	157,000	157,000	109,762	175,000
10.10.5632 City Functions & Meetings	4,313	4,758	5,389	-	2,500	1,487	5,500
10.10.5633 Public Notice Expense	4,547	7,976	3,848	8,000	8,000	3,285	5,000
10.10.5645 Training & Travel	5,789	6,034	10,987	11,000	11,000	8,057	20,000
10.10.5650 Mileage	320	588	876	1,000	1,000	64	1,000
10.10.5676 Elections Expense	2,217	-	145	5,000	5,000	1,636	10,000
10.10.5678 Holiday Events	7,112	11,462	11,834	15,000	15,000	4,520	15,000
10.10.5748 Emergency Notification	4,376	4,376	-	-	-	-	-
10.10.5800 Professional Services	7,323	28,081	24,500	130,000	130,000	40,319	95,000
10.10.8420 Rodeo Palms 380 Agreement	382,872	562,548	-	-	-	-	-
Total Other Services	492,525	755,748	177,172	354,000	354,000	184,442	354,500
Capital Outlays							
10.10.6020 Capital Outlay - Equipment	-	-	22,564	-	-	-	-
10.10.6301 Capital Lease - Prin	-	32,824	-	-	-	-	-
10.10.6302 Capital Lease - Interest	-	1,186	-	-	-	-	-
Total Capital Outlays	-	34,010	22,564	-	-	-	-
Transfers Out							
10.10.8540 Transfer to Utility Fund	98,367	-	375,000	373,000	373,000	373,000	319,580
10.10.8582 Transfer To - Capital Projects Fund	493,199	1,725,000	695,000	-	-	-	350,000
10.10.8584 Transfer To - Court Security Fund	2,436	-	-	-	-	-	-
10.10.8592 Transfer To - Parks Fund	-	100,000	15,500	50,000	50,000	25,376	289,100
Total Transfers Out	594,002	1,825,000	1,085,500	423,000	423,000	398,376	958,680
Total Administration Expenditures	1,776,661	3,301,693	2,120,399	1,806,584	1,816,163	1,438,885	2,555,282

LIBRARY

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

- | |
|--|
| FUNCTIONS |
| <ul style="list-style-type: none"> • Administration |

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
No City Employees	-	-	-	-	-

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Increased STEM programming for juveniles.
Continued service and adjusted for social distancing during pandemic.

FY 2020-21 DEPARTMENT GOALS
Increase number of adult programs.
Phase out non-circulating books from shelves.
Increase attendance for juvenile and teen programs.
Furniture upgrades.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Library Expenditures							
Commodities							
10.15.5220 Janitorial Supplies & Cleaning	654	2,917	3,201	3,500	3,500	3,348	5,000
10 15 5243 Small Furniture & Fixtures	-	-	3,188	3,500	3,500	-	2,000
Total Commodities	654	2,917	6,389	7,000	7,000	3,348	7,000
Contractual Services							
10.15.5380 Building Repair & Maintenance	124	10,394	1,962	2,500	2,500	2,451	2,500
10.15.5420 Electricity	4,015	3,176	5,607	5,000	5,000	5,075	5,500
10.15.5445 Telephone	926	1,167	961	1,000	1,000	887	2,000
10.15.5459 Lease Expense - Library	34,962	46,200	66,000	66,000	66,000	66,000	70,000
Total Contractual Services	40,027	60,937	74,530	74,500	74,500	74,413	80,000
Other Services							
10.15.5670 Book Plan - Library	3,193	3,193	3,193	3,300	3,300	3,193	3,300
Total Other Services	3,193	3,193	3,193	3,300	3,300	3,193	3,300
Capital Outlays							
10.15.6040 Capital Outlay - Furniture	-	-	-	-	-	-	-
Total Capital Outlays	-	-	-	-	-	-	-
Total Library Expenditures	43,874	67,047	84,112	84,800	84,800	80,954	90,300

FINANCE

DEPARTMENTAL VISION STATEMENT
To provide excellent financial reporting and budgeting services, safeguard city assets and deliver excellent customer service.

FUNCTIONS
• Administration
• Accounting & Budget
• Purchasing
• Utility Billing

The Finance Department has general responsibility for the financial administration of the City. The department is responsible for budget preparation/coordination, recording/documenting all financial transactions, idle fund investments, debt management, risk management, tax collection, centralized cash receipts, accounts receivable, capital improvement projects, contract management, grant management, payroll, purchasing goods/services for the City, and payment of all invoices.

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Finance Director	1	1	1	1	1
Accounting Technician	1	1	1	1	1
Accountant	-	-	1	1	1
Total	2	2	3	3	3

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Completed the FY 2018-19 audit with no material misstatements.
Increased department efficiency to eliminate need for part-time staff member for scanning.
Compiled and enhanced monthly reporting to City Council members.
Restored monthly expenditure reporting to department supervisors for their budget management.
Updated quarterly investment reporting and maintained all PFIA certifications.
Increased ACH and credit card payments reducing the number of paper checks issued.

FY 2020-21 DEPARTMENT GOALS
Submit annual budget for GFOA Distinguished Budget Reporting Award.
Submit monthly/quarterly financial reports for departmental and City Council review.
Complete the FY 2019-20 Annual Financial Report (AFR) with no major misstatements.
Change accounting software to system that provides better reporting and upkeep.
Increase the amount of electronic payments to vendors (EFT and credit cards).
Revised fixed assets and vehicle replacement reporting to more accurately reflect current status.
Update/enhance policies to improve efficiencies in processes

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Finance Expenditures							
Personnel							
10.20.5000 Salaries	128,289	183,425	184,927	220,000	220,000	201,076	298,703
10.20.5002 Overtime	756	479	178	500	500	203	500
10.20.5006 Longevity	660	660	780	780	780	840	1,020
10.20.5007 Part Time Wages	1,625	6,390	3,688	13,260	13,260	-	-
10.20.5010 Fica Expense	9,623	13,724	13,245	18,400	18,400	14,878	22,967
10.20.5012 TWC Unemployment Ins.	410	-	487	500	-	-	-
10.20.5030 Health Insurance	15,014	24,679	26,839	29,000	29,000	26,759	36,971
10.20.5031 Vision Insurance	-	306	314	330	330	313	432
10.20.5032 Life & LTD Insurance	-	823	730	1,000	1,000	815	1,249
10.20.5033 Dental Insurance	-	1,280	1,319	1,514	1,514	873	1,808
10.20.5034 Retirement	14,965	23,419	22,065	25,000	25,000	22,413	30,833
10.20.5035 Cell Phone Allowance	-	138	-	-	-	-	-
10.20.5038 Flex Admin	744	96	128	135	135	93	192
10.20.5039 Flex Card - Health Ins	-	867	1,062	1,200	1,200	772	1,600
10.20.5040 Workers Compensation	372	1,081	316	1,100	1,100	451	581
Total Personnel	172,458	257,367	256,078	312,719	312,219	269,486	396,856
Commodities							
10.20.5230 Office Expense	436	3,940	2,208	4,000	4,000	1,453	3,000
10.20.5240 Minor Tools & Equipment	628	2,907	1,007	3,500	3,500	-	2,500
Total Commodities	1,064	6,847	3,215	7,500	7,500	1,453	5,500
Contractual Services							
10.20.5440 Computer Maintenance/Support	-	-	27,021	95,000	95,000	16,380	45,000
10.20.5441 Computer Software	-	8,410	13,523	-	-	-	-
10.20.5450 Tax Assessor Fees	1,692	1,764	2,476	4,000	4,000	3,740	4,000
10.20.5475 Accounting Fee Expense	3,948	3,500	3,780	4,000	4,000	4,571	4,000
10.20.5477 Audit & Professional Fees	22,743	32,920	23,523	30,000	30,000	26,112	30,000
10.20.5479 Appraisal Fees	22,827	25,534	23,378	35,000	35,000	35,786	37,500
Total Contractual Services	51,210	72,128	93,701	168,000	168,000	86,589	120,500
Other Services							
10.20.5615 Bank/Credit Card Processing Fees	-	15	15	100	100	-	100
10.20.5622 Dues & Subscriptions	-	-	1,596	1,000	1,000	84	1,000
10.20.5645 Training & Travel	1,867	5,365	2,130	8,000	8,000	104	4,000
10.20.5650 Mileage	507	184	179	400	400	-	400
Total Other Services	2,374	5,564	3,920	9,500	9,500	188	5,500
Total Finance Expenditures	227,106	341,906	356,914	497,719	497,219	357,715	528,356

INFORMATION TECHNOLOGY

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

FUNCTIONS
• Computer Hardware
• Software/Programs
• Network Security
• Phones and Peripherals

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

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
IT/Network Manager	-	-	-	1	1
Systems Administrator	-	-	-	1	1
Total	-	-	-	2	2

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Hired systems administrator to assist with workload and decrease downtime due to IT issues.
Successfully transitioned to remote working access for employees during pandemic.
Assisted Police Department with completion of software transition.
Upgraded servers for various departments.
Enhanced security for software to minimize attacks, threats, and downtime.

FY 2020-21 DEPARTMENT GOALS
Begin process to create IT Master Plan.
Complete network completion between both City Hall buildings and police station.
Attend training conferences for networking and IT upgrade information.
Continue to replace or add servers for departments in order to safeguard or back-up data.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Information Tech Expenditures							
Personnel							
10.25.5000 Salaries	-	-	-	139,460	139,460	129,116	143,647
10.25.5001 Other Compensation	-	-	-	-	-	-	-
10.25.5006 Longevity	-	-	-	60	60	60	180
10.25.5010 Fica Expense	-	-	-	10,949	10,949	9,880	11,072
10.25.5012 TWC Unemployment Ins.	-	-	-	324	-	-	-
10.25.5030 Health Insurance	-	-	-	18,770	18,770	17,282	18,486
10.25.5031 Vision Insurance	-	-	-	220	220	202	216
10.25.5032 Life & LTD Insurance	-	-	-	569	569	526	604
10.25.5033 Dental Insurance	-	-	-	1,009	1,009	449	904
10.25.5034 Retirement	-	-	-	15,353	15,353	14,337	14,864
10.25.5035 Cell Phone Allowance	-	-	-	1,800	1,800	868	900
10.25.5036 Auto Allowance	-	-	-	-	-	-	-
10.25.5038 Flex Admin	-	-	-	89	89	47	96
10.25.5039 Flex Card - Health Ins	-	-	-	800	800	386	800
10.25.5040 Workers Compensation	-	-	-	324	324	163	280
Total Personnel	-	-	-	189,727	189,403	173,316	192,049
Commodities							
10.25.5230 Office Expense	-	-	-	5,000	5,000	6,739	5,000
10.25.5240 Minor Tools & Equipment	-	-	-	4,000	4,000	2,998	4,000
Total Commodities	-	-	-	9,000	9,000	9,736	9,000
Contractual Services							
10.25.5440 Computer Maintenance/Support	-	-	-	44,000	44,000	39,123	64,000
10.25.5441 Computer Hardware/Software	-	-	-	18,500	18,500	18,925	20,000
10.25.5442 Website Administration	-	-	-	5,000	5,000	3,383	-
10.25.5443 Computer Replacement	-	-	-	15,000	15,000	15,691	15,000
10 25 5446 Uniforms	-	-	-	1,000	1,000	583	1,000
Total Contractual Services	-	-	-	83,500	83,500	77,704	100,000
Other Services							
10.25.5622 Dues & Subscriptions	-	-	-	17,500	17,500	19,836	38,000
10.25.5645 Training & Travel	-	-	-	5,000	5,000	1,303	7,000
10.25.5650 Mileage	-	-	-	2,000	2,000	1,529	2,000
10.25.5800 Professional Services	-	-	-	-	-	-	50,000
Total Other Services	-	-	-	24,500	24,500	22,668	97,000
Total Information Tech Expenditures	-	-	-	306,727	306,403	283,425	398,049

MUNICIPAL COURT

DEPARTMENTAL VISION STATEMENT
To provide excellence in service, preserve and manage court records, and provide access to legal documents filed in our office.

FUNCTIONS
• Citations
• Court Dockets
• Warrants
• Collections

The Manvel Municipal Court handles Class-C fine-only criminal misdemeanor and City Ordinance violations. The Manvel Municipal Court has a Presiding Judge, Alternate Judge, Court Administrator and Deputy Court Clerks.

The Court Administrator supervises the clerical staff of the Municipal Court. All court staff works closely with other city departments, i.e. Police Department, Legal, Code Enforcement, Fire Marshal, and Finance to ensure the vision of the municipal court is carried out effectively, efficiently and impartially.

The functions or duties of the Court Clerks include: processing citations, accepting and preparing complaints, scheduling cases, preparing dockets, notifying defendants of hearings, maintaining all court records (including complaints, citations, warrants, pleadings and judgments), preparing state reports and preparing affidavits and appeals. The Court Clerks record and properly disburse funds for fines collected. The Clerks maintain the collection agency program and the failure to appear reporting program under a contract with DPS, the City and Omni Base. The Clerks also prepare jury summons, prepare subpoenas and manage other associated duties of trial preparation.

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Court Administrator	1	1	1	1	1
Deputy Clerk	1	1	2	2	2
Total	2	2	3	3	3
Presiding Judge	1	1	1	1	1
Alternate Judge	1	1	1	1	1

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Provided continued education to Judges and court staff.
Purchased server for Municipal Court to continue paperless initiative.
Maintained 100% count of court interpreter service.
Met all filing and reporting requirements on timely basis.
Changed fee schedules and codes based on state law directives.
Worked with Finance Department to change fee codes and add new codes for seamless transition.

FY 2020-21 DEPARTMENT GOALS
Continue purging aged warrants.
Participate in Great Texas Warrant Roundup again if the opportunity comes back.
Maintain and improve written polices as well as meet requirements for monthly and quarterly reports.
Provide timely and effective reporting/filing with external agencies.
Administer timely and accurate public safety data into court reporting system.
Develop staff using cross-training, continuing education, feedback and staff engagement.
Maintain comprehensive court interpretation services.
Develop day court.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Court Expenditures							
Personnel							
10.30.5000 Salaries	88,436	106,043	146,010	159,000	159,000	145,795	188,612
10.30.5002 Overtime	186	253	238	2,000	2,000	1,039	1,500
10.30.5006 Longevity	720	840	960	900	900	900	960
10.30.5010 Fica Expense	6,521	7,806	10,484	13,000	13,000	10,826	14,617
10.30.5012 TWC Unemployment Ins.	408	-	486	486	-	-	-
10.30.5030 Health Insurance	17,566	23,227	28,084	28,155	28,155	25,208	27,728
10.30.5031 Vision Insurance	-	288	329	329	329	295	324
10.30.5032 Life & LTD Insurance	-	522	589	600	600	547	617
10.30.5033 Dental Insurance	-	1,204	1,510	1,514	1,514	1,233	1,356
10.30.5034 Retirement	10,119	13,483	15,386	14,960	14,960	14,209	14,488
10.30.5038 Flex Card - Admin	-	89	146	133	133	131	144
10.30.5039 Flex Card - Health Ins	-	900	954	1,200	1,200	1,091	1,200
10.30.5040 Workers Compensation	239	652	316	650	650	298	370
Total Personnel	124,195	155,307	205,492	222,927	222,441	201,570	251,916
Commodities							
10.30.5222 Postage	647	787	766	700	700	1,012	900
10.30.5230 Office Expense	2,539	4,270	3,430	3,500	3,500	1,778	3,500
10.30.5240 Minor Tools & Equipment	-	1,934	770	1,000	1,000	-	1,000
Total Commodities	3,186	6,991	4,966	5,200	5,200	2,791	5,400
Contractual Services							
10.30.5405 Jail Housing	810	270	450	500	500	-	500
10.30.5410 Magistrating Expenses	5,275	4,500	419	3,000	3,000	-	2,000
10.30.5440 Computer Maintenance/Support	7,242	7,677	8,067	13,278	13,278	10,979	12,000
10.30.5441 Computer Software	-	-	-	-	-	-	-
10.30.5445 Telephone	1,207	1,233	1,121	880	880	1,330	1,400
10.30.5446 Uniforms	-	-	-	-	-	-	-
10.30.5448 Court Interpreter	3,675	4,200	5,800	6,400	6,400	3,382	6,400
10.30.5451 Prosecuting Attorney	14,275	14,925	20,700	20,700	20,700	23,127	35,000
10.30.5485 Municipal Court Judge	17,600	19,706	5,188	-	-	-	-
10.30.5580 Warrant Fees	23,409	24,200	21,683	21,000	21,000	24,370	21,000
Total Contractual Services	73,493	76,711	63,428	65,758	65,758	63,188	78,300
Other Services							
10.30.5615 Credit Card Processing Fees	2,598	2,963	2,677	4,000	4,000	3,480	4,500
10.30.5622 Dues & Subscriptions	112	40	305	250	250	368	3,750
10.30.5634 Jury cost	516	821	776	1,450	1,450	203	1,100
10.30.5645 Training & Travel	784	1,025	1,421	2,100	2,100	1,012	2,000
10.30.5650 Mileage	160	69	157	375	375	-	375
Total Other Services	4,170	4,918	5,336	8,175	8,175	5,063	11,725
Total Court Expenditures	205,044	243,927	279,222	302,060	301,574	272,611	347,341

DEVELOPMENT SERVICES

DEPARTMENTAL VISION STATEMENT

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

- FUNCTIONS**
- Planning
 - Engineering
 - Permits
 - Inspections
 - GIS

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Development Services Director	-	1	1	1	1
Permits Specialist	2	2	2	2	2
Planner	-	-	-	-	1
GIS Specialist	-	-	-	-	1
Total	2	3	3	3	5

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Provided guidance in the upcoming upgrade of the MyGov software to other City departments.
Established weekly date and times for pre-development and pre-construction meetings.
Created new staff reports for City Council and Planning, Development, and Zoning Commission.
Assisted in updating the city’s Code of Ordinances and Design Criteria Manual.
Guided and assisted in the development of a new GIS system.
Assisted in the update of the Design Criteria Manual and Code of Ordinances’ Subdivision Ordinance.

FY 2020-21 DEPARTMENT GOALS
Implement a paperless system in an effort to increase efficiency in transparency and processes.
Revise and update adopted Master Plans as necessary.
Create useful development handouts for citizens, developers, and builders.
Respond to community growth by increasing the number of employees in the department.
Increase online presence with all applications and development handouts.
Maximize utilization of software such as MyGov and ArcGIS by the department.
Continued coordination with other governmental agencies, developers, and builders to ensure the City adheres to all regulations and guidelines.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Development Services Expenditures							
Personnel							
10.40.5000 Salaries	86,559	86,322	170,527	301,000	181,000	176,171	269,813
10.40.5002 Overtime	-	151	1,715	3,240	3,240	1,389	2,000
10.40.5006 Longevity	780	900	900	1,080	1,080	1,113	1,200
10.40.5010 Taxes, Social Security	5,158	5,636	11,801	23,222	23,222	12,780	20,886
10.40.5012 TWC	438	-	61	1,134	-	-	-
10.40.5030 Health Insurance	17,651	15,243	19,552	46,925	46,925	26,759	41,592
10.40.5031 Vision Insurance	-	189	229	549	549	313	487
10.40.5032 Life & LTD Insurance	-	363	761	1,247	1,247	603	1,159
10.40.5033 Dental Insurance	-	790	1,051	2,710	2,710	1,308	2,034
10.40.5034 Retirement	9,869	11,116	20,422	31,910	31,910	19,816	28,038
10.40.5035 Cell Phone Allowance	-	-	-	-	-	-	-
10.40.5038 Flex Admin	-	78	142	222	222	140	217
10.40.5039 Flex Card - Health Ins	-	700	1,185	1,890	1,890	1,159	1,800
10.40.5040 Workers Compensation	231	550	316	1,310	1,310	396	528
Total Personnel	120,686	122,038	228,662	416,439	295,305	241,946	369,754
Commodities							
10.40.5230 Office Expense	538	846	3,472	15,000	15,000	1,814	4,000
10.40.5240 Minor Tools & Equipment	-	8,849	4,633	16,000	16,000	188	20,000
Total Commodities	538	9,695	8,105	31,000	31,000	2,002	24,000
Contractual Services							
10.40.5360 Plat Fees	17,336	39,338	46,353	17,585	17,585	29,177	35,000
10.40.5412 Plan Reviews	166,250	173,040	254,397	108,880	148,880	152,698	175,000
10.40.5439 Inspections	484,542	422,819	625,045	211,173	411,173	493,441	600,000
10.40.5440 Computer Maint/Support	-	10,000	11,000	61,000	61,000	9,840	17,333
10.40.5441 Computer Software	10,784	-	-	-	-	-	-
Total Contractual Services	678,912	645,197	936,795	398,638	638,638	685,156	827,333
Other Services							
10.40.5615 Credit Card Processing Fees	9,301	7,905	12,222	10,000	10,000	9,277	12,500
10.40.5645 Training & Travel	-	-	3,260	8,000	8,000	1,719	8,000
10.40.5650 Mileage	13	-	-	-	-	-	500
10.40.5700 Vehicle/Equip Replacement Fees	-	-	-	15,000	15,000	15,000	-
10.40.5800 Professional Services	45,491	40,381	62,514	45,000	45,000	66,235	75,000
Total Other Services	54,805	48,286	77,996	78,000	78,000	92,231	96,000
Capital Outlays							
10.40.6030 Captial Outlay - Vehicle	-	-	-	120,000	-	-	-
Total Capital Outlays	-	-	-	120,000	-	-	-
Total Development Services Expenditures	854,941	825,216	1,251,558	1,044,077	1,042,943	1,021,335	1,317,087

PUBLIC WORKS

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

FUNCTIONS
• Streets and Sign Maintenance
• Parks
• Drainage
• Facility Maintenance
• Fleet Maintenance

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Public Works Director	1	1	1	1	-
Director of Community Services	-	-	-	-	1
Street Superintendent	1	1	1	1	1
Heavy Equipment Operator	2	3	3	3	3
Maintenance Worker	4	3	4	4	4
Total	8	8	9	9	9
Part-time Maintenance Worker	2	2	2	2	2

===== FY2020-21 ANNUAL BUDGET =====

FY2018 DEPARTMENT ACCOMPLISHMENTS
Organized and cataloged tools and equipment to increase efficiency and reduce spending.
Increased safety standards and reducing the number of employee accidents and injuries.
Increased security around public works buildings to protect equipment and vehicles.
Continued providing services through the City as essential personnel during pandemic.

FY 2020-21 DEPARTMENT GOALS
Maintain City buildings, facilities and equipment ensuring high levels of conditions and services.
Meet safety standards for all personnel, equipment, facilities, parks, streets, infrastructure and fleet.
Maintain a good working relationship with external agencies and other cities.
Obtain added training such as Operating, Trench Safety, Confined Space, Welding Course, Fleet and Traffic Safety.
Ensure adequate staffing levels and schedules.
Ensure all city property and equipment are safe from extreme weather conditions and vandalism.
Continue use of MyGov work order software to improve job order efficiency.
Revisit Master Thoroughfare Plan to ensure completion and provide updates/guidance.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Public Works Expenditures							
Personnel							
10.50.5000 Salaries	305,814	308,317	369,475	428,334	428,334	336,603	442,622
10.50.5002 Overtime	1,403	2,367	3,642	2,100	2,100	3,511	4,000
10.50.5003 Holiday Pay	-	-	-	-	-	-	-
10.50.5006 Longevity	4,200	4,440	3,000	3,540	3,540	3,480	1,860
10.50.5007 Part Time Wages	-	2,040	8,308	-	5,000	3,217	9,100
10.50.5010 Fica Expense	21,981	22,928	26,474	35,000	35,000	24,897	35,120
10.50.5012 TWC Unemployment Ins	1,994	-	1,296	1,465	-	-	-
10.50.5030 Health Insurance	61,323	58,793	77,178	85,400	85,400	64,376	83,185
10.50.5031 Vision Insurance	-	729	912	1,010	1,010	753	973
10.50.5032 Life & LTD	-	1,226	1,719	1,750	1,750	1,364	1,953
10.50.5033 Dental Insurance	-	3,049	4,148	4,750	4,750	3,168	4,067
10.50.5034 Retirement	35,743	39,597	44,769	49,505	49,505	38,201	46,213
10.50.5035 Cell Phone Allowance	1,523	485	1,869	1,800	1,800	1,763	1,500
10.50.5038 Flex Admin	-	233	352	405	405	304	433
10.50.5039 Flex Card - Health Ins	-	2,067	2,941	3,370	3,370	2,535	3,601
10.50.5040 Workers Compensation	19,152	20,426	19,167	45,100	45,100	17,307	11,635
10.50.5099 Salary Reserve	-	-	-	-	-	-	-
Total Personnel	453,133	466,697	565,250	663,529	667,064	501,479	646,262
Commodities							
10.50.5212 Safety Equipment/Supplies	2,242	1,914	2,190	5,000	5,000	2,056	3,000
10.50.5220 Janitorial Supplies & Cleaning	1,228	496	822	1,500	1,500	733	1,000
10.50.5225 Fuel	31,812	38,571	41,230	36,000	36,000	32,480	45,000
10.50.5230 Office Expense	1,521	3,730	1,262	2,500	2,500	621	2,500
10.50.5235 Street Signs	16,170	8,780	13,146	13,000	13,000	7,343	13,000
10.50.5240 Minor Tools & Equipment	17,580	7,235	11,368	10,000	10,000	8,343	10,000
10.50.5250 Road Materials	35,642	38,212	40,819	65,000	65,000	48,761	65,000
10.50.5252 Road Repair - Pipeline	407,237	-	1,408	-	-	-	-
Total Commodities	513,432	98,938	112,245	133,000	133,000	100,337	139,500

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Public Works Expenditures							
Contractual Services							
10.50.5375 Bridge Repairs	2,056	-	169	2,000	2,000	-	-
10.50.5376 Sidewalk Repairs	10,000	20,563	32,461	20,000	20,000	18,662	30,000
10.50.5421 Electrical Service	4,061	3,015	3,541	3,600	3,600	3,465	3,500
10.50.5432 Rental Equipment	8,315	16,860	38,991	30,000	30,000	9,934	25,000
10.50.5436 Communications Expense	1,594	938	1,211	1,200	1,200	2,906	1,500
10.50.5437 Striping	-	-	19,589	25,000	25,000	15,730	30,000
10.50.5445 Telephone	777	85	-	-	-	-	-
10.50.5446 Uniforms	8,070	7,310	9,639	10,000	10,000	10,928	10,000
10.50.5455 Leased Property	935	935	935	950	950	1,121	1,000
10.50.5456 Ditch Mowing	25,364	56,601	35,735	60,000	60,000	35,338	45,000
10.50.5457 Clean up/Trash Disposal	4,437	-	5,673	8,000	8,000	7,750	10,000
10.50.5480 Contract Labor - Public Works	-	-	-	15,000	10,000	-	-
10.50.5550 Radio Usage	4,428	4,428	5,412	5,500	5,500	5,412	5,500
10.50.5570 Drainage	48,400	6,787	44,144	58,000	58,000	29,027	50,000
Total Contractual Services	118,437	117,522	197,500	239,250	234,250	140,272	211,500
Other Services							
10.50.5618 Job Recruiting	336	110	-	330	330	-	1,000
10.50.5635 Building Repair/Maintenance	3,096	13,780	16,325	25,000	25,000	8,750	20,000
10.50.5638 Vehicle Repairs/Maintenance	51,656	42,052	36,127	63,000	63,000	51,379	50,000
10.50.5640 Street Repairs	304,388	171,194	174,812	100,000	100,000	-	175,000
10.50.5645 Training & Travel	1,413	1,362	244	8,000	8,000	33	5,000
10.50.5700 Vehicle/Equip Replacement Fees	122,746	97,621	112,434	91,000	91,000	91,000	90,000
10.50.5800 Professional Services	-	-	-	-	-	-	50,000
Total Other Services	483,635	326,119	339,942	287,330	287,330	151,162	391,000
Capital Outlays							
10.50.6020 Capital Outlay - Equipment	-	9,773	29,696	-	-	-	-
10.50.6030 Capital Outlay - Vehicle	99,641	-	-	-	-	-	-
10.50.6035 Capital Outlay - Street Reconstruction	-	-	282,694	350,000	350,000	7,997	300,000
10.50.6070 Capital Outlay - Improvements	-	17,427	-	-	-	-	-
Total Capital Outlays	99,641	27,200	312,390	350,000	350,000	7,997	300,000
Total Public Works Expenditures	1,668,278	1,036,476	1,527,327	1,673,109	1,671,644	901,248	1,688,262

FIRE MARSHAL/CODE ENFORCEMENT

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

FUNCTIONS
• Fire Marshal
• Code Enforcement
• Fire Training/Public Education

The Fire Marshal Department is responsible for conducting plan reviews of commercial buildings and performing inspections of new and existing structures within the city and ETJ to ensure they meet current Fire Codes and City ordinances. The Fire Marshal Department responds to fire incidents to determine the origin and cause, investigate activities leading up to the fire, interview witnesses and makes arrests as needed. The Fire Marshal Department also inspects new and existing occupancies to maintain code requirements in buildings and properties to protect individuals from fire and life safety hazards. The Fire Marshal Department also responds to complaints of property violations such as tall grass/weeds and trash/debris on properties and assists the owners to bring the properties cleaned up to Code.

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Fire Marshal	1	1	1	1	1
Deputy Fire Marshal	-	1	1	1	1
Code Enforcement Officer	1	1	1	1	2
Total Full-Time Employees	3	3	3	3	4

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Initiated process to purchase drone for use by City departments.
Applied for and received two grant funding projects for the City.
Continue communication with property owners of ongoing property code abatement issues.
Updated Fire Inspection and Code Enforcement forms to include documenting in MyGov.
Inspection of Foster Home properties per City Ordinances and State Law.
Received continuing education in peace officer, arson, fire inspection, and code enforcement training.

FY 2020-21 DEPARTMENTAL GOALS
Perform new and follow-up inspections of rental properties, foster home properties, and outdoor building permits in the city limits as per the City Ordinance.
Develop additional fire prevention classes for the community, and schedule HOA meetings to educate citizens on fire safety and emergency awareness.
Continue staff development and education about code enforcement regulations.
Continue the usage of MyGov software for code enforcement, fire code, and permit tracking needs.
Add staff to ensure timely inspections (fire marshal or code enforcement) when needed.
Maintain an emergency management system assisting residents on emergency preparedness, preparation, planning, safety, and communication in the event of an emergency situation.
Begin food establishment inspections which were previously handled by the county.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Fire Marshal/CE Expenditures							
Personnel							
10.70.5000 Salaries	107,901	112,677	169,309	185,000	185,000	166,235	235,539
10.70.5002 Overtime	-	116	969	2,000	2,000	817	1,500
10.70.5006 Longevity	540	660	840	1,020	1,020	982	1,080
10.70.5010 Taxes, Social Security	8,088	8,472	12,234	14,384	14,384	12,610	18,216
10.70.5012 TWC	538	-	486	486	-	-	-
10.70.5030 Health Insurance	17,737	18,872	28,439	28,155	28,155	27,082	36,971
10.70.5031 Vision Insurance	-	234	333	330	330	316	432
10.70.5032 Life & LTD	-	534	757	725	725	681	1,013
10.70.5033 Dental Insurance	-	979	1,529	1,600	1,600	1,369	1,808
10.70.5034 Retirement	12,275	14,414	20,308	21,000	21,000	18,565	24,455
10.70.5035 Cell Phone Allowance	-	-	346	-	-	-	-
10.70.5038 Flex Admin	-	80	148	140	140	93	192
10.70.5039 Flex Card - Health Ins	-	884	1,231	1,150	1,150	772	1,600
10.70.5040 Workers Compensation	1,492	2,717	316	8,100	8,100	2,500	978
10.70.5099 Salary Reserve	-	-	-	-	-	-	-
Total Personnel	148,571	160,639	237,245	264,090	263,604	232,022	323,784
Commodities							
10.70.5217 Public Education & Materials	-	1,322	795	2,000	2,000	-	2,000
10.70.5222 Postage	104	185	65	300	300	48	150
10.70.5225 Fuel	1,843	2,599	2,982	4,500	4,500	2,463	4,000
10.70.5230 Office Expense	798	334	3,027	2,000	2,000	1,618	3,000
10.70.5240 Minor Tools & Equipment	9,189	53,179	7,679	15,673	15,673	1,520	26,000
Total Commodities	11,934	57,619	14,548	24,473	24,473	5,649	35,150
Contractual Services							
10.70.5350 Fire Marshal Services	524	-	-	-	-	-	-
10.70.5400 Legal Fees	5,840	-	-	-	-	-	-
10.70.5432 Rental Equipment	3,313	3,313	3,313	5,915	5,915	3,614	6,000
10.70.5440 Computer Maint/Support	-	4,800	4,960	4,800	4,800	4,945	5,000
10.70.5441 Computer Software	4,444	460	840	1,000	1,000	-	1,900
10.70.5445 Telephone	1,777	2,348	4,708	3,000	3,000	6,587	6,000
10.70.5446 Uniforms	2,582	630	5,821	2,500	2,500	1,960	3,000
10.70.5452 Code Enforcement/Abatement	-	-	969	10,000	10,000	-	15,000
10.70.5550 Radio Usage	1,476	2,568	2,952	3,000	3,000	2,952	3,250
Total Contractual Services	19,956	14,119	23,563	30,215	30,215	20,059	40,150
Other Services							
10.70.5622 Dues & Subscriptions	373	1,157	838	5,230	5,230	732	1,250
10.70.5638 Vehicle Repairs/Maintenance	3,876	1,729	1,678	6,000	6,000	439	3,000
10.70.5645 Training & Travel	2,255	1,280	2,522	6,500	6,500	2,767	8,500
10.70.5660 Investigative Expense	1,695	(214)	-	2,000	2,000	-	2,000
10.70.5700 Vehicle/Equip Replacement Fees	13,000	28,701	26,989	18,000	18,000	18,000	20,000
Total Other Services	21,199	32,653	32,027	37,730	37,730	21,937	34,750
Capital Outlays							
10.70.6030 Capital Outlay - Vehicles	10,147	34,868	-	-	-	-	35,000
Total Capital Outlays	10,147	34,868	-	-	-	-	35,000
Total Fire Marshal/CE Expenditures	211,807	299,898	307,383	356,508	356,022	279,666	468,834

EMERGENCY MANAGEMENT

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

FUNCTIONS
• Emergency Management

During FY2017, the City Manager was appointed as the Emergency Management Director and the Fire Marshal was appointed as the Assistant Emergency Management Coordinator. This department performs the functions of planning, preparation, recovery and reduction of the impact of any type of disaster that could affect the City.

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Emergency Management Director (Mayor)	1	-	-	-	-
Emergency Management Director (City Manager)	-	1	1	1	1
Asst. Emergency Management Coordinator (Fire Marshal)	-	1	1	1	1
Total Officers	1	2	2	2	2

===== FY2020-21 ANNUAL BUDGET =====

FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Prepared command center for possible effects from Hurricane Laura.
Worked with Finance Department to monitor spending for possible reimbursement during pandemic.
Coordinated with IT to set up telecommuting for employees to reduce illness risk.
Ordering and maintaining PPE and supplies during COVID.
Construction of foyer for City Hall to use for safe customer interaction.

FY 2020-21 DEPARTMENT GOALS
Continue updating the emergency management plan.
Attend the Texas Emergency Management Conference.
Attend emergency management classes.
Have two Emergency Management drills.
Develop and maintain an emergency management system assisting residence on emergency preparedness, preparation, planning, safety, and communication in the event of an emergency situation.

===== FY2020-21 ANNUAL BUDGET =====

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Emergency Management Expenditures							
Personnel							
10.71.5000 Disaster - Salaries	-	-	-	-	-	-	-
10.71.5002 Disaster - Overtime	-	-	-	-	-	-	-
10.71.5010 Disaster - FICA Expense	-	-	-	-	-	-	-
10.71.5034 Disaster - Retirement	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-
Commodities							
10.71.5217 Public Education & Materials	-	-	-	-	-	-	-
10.71.5222 Postage	-	-	-	-	-	-	-
10.71.5225 Fuel	-	-	-	-	-	-	2,000
10.71.5230 Office Expense	-	-	-	-	-	-	-
10.71.5240 Minor Tools & Equipment	-	4,195	952	30,000	30,000	15,718	30,000
Total Commodities	-	4,195	952	30,000	30,000	15,718	32,000
Contractual Services							
10.71.5441 Computer Software	-	-	-	-	-	-	-
10.71.5458 Maintenance Agreements	-	-	-	-	-	-	-
Total Contractual Services	-	-	-	-	-	-	-
Other Services							
10.71.5638 Vehicle Repairs/Maintenance	-	-	-	-	-	-	2,500
10.71.5645 Training & Travel	-	1,334	1,221	8,600	8,600	-	6,000
10.71.5700 Vehicle/Equip Replacement Fees	-	-	6,487	9,000	9,000	9,019	9,000
10.71.5748 Emergency Notifications	-	-	4,376	5,000	5,000	4,376	5,000
10.71.5800 Professional Services	-	-	-	5,000	5,000	-	5,000
10.71.7600 Disaster - Regular Pay	53,442	-	-	-	-	-	-
10.71.7601 Disaster - Overtime Pay	73,415	-	-	-	-	-	-
10.71.7602 Disaster - FICA Expense	9,705	(52)	-	-	-	-	-
10.71.7603 Disaster - WC Expense	3,504	-	-	-	-	-	-
10.71.7604 Disaster - Retirement Expense	17,555	-	-	-	-	-	-
10.71.7605 Hurricane Harvey - Other Costs	96,043	72,222	-	-	-	-	-
10.71.7606 Disaster - TWC Expense	-	-	-	-	-	-	-
10.71.7607 COVID 19 - Other Costs	-	-	-	-	-	-	-
10.71.7608 Emergency Expenses	-	-	-	-	-	204	250,000
Total Other Services	253,664	73,504	12,084	27,600	27,600	13,599	277,500
Capital Outlays							
10.71.6030 Capital Outlay - Vehicle	-	8,450	-	40,000	40,000	37,104	-
Total Capital Outlays	-	8,450	-	40,000	40,000	37,104	-
Total Emergency Management Expenditures	253,664	86,149	13,036	97,600	97,600	66,420	309,500

POLICE

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

FUNCTIONS
• Administration
• Criminal Investigations
• Patrol
• Communications
• Support Staff

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

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

The Criminal Investigations Division (CID) consists of a Detective Sergeant and an Investigator. The Criminal Investigations Division is responsible for investigating reported criminal activity, obtaining arrest warrants and managing evidence. The CID responds to major criminal offenses, processes crime scenes and collects evidence for investigation and prosecution. They also process evidence for fingerprints or identifiers (such as DNA) that would positively determine a suspect in a case.

The Patrol Division is made up of Patrol Sergeants and Patrol Officers. The officers of the department are responsible for patrolling the city and enforcing Federal, State and Municipal Laws. Officers enforce traffic law, investigate accidents, respond to and handle calls for service, animal complaints, business and residential alarms, conduct vacation watches and close patrols. Officers write reports and investigate criminal activity which includes processing scenes for evidence, collecting evidence, submitting reports for investigation and prosecution, obtaining warrants for arrest and making arrests of individuals identified as suspects in criminal cases.

===== **FY2020-21 ANNUAL BUDGET** =====

During fiscal year 2019-20, the department started the Traffic Division. The Traffic Division falls under the patrol operations of the department. Traffic officers are specially trained in collision re-construction and investigation, DWI enforcement and Impaired Driving investigations. Currently there are two officers assigned to the traffic division. These officers work staggered shifts and are assigned based on the need of enforcement. They concentrate in high traffic areas or locations where the department has received complaints of speeding or reckless driving.

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

The department also created an Administrative Assistant/ Office Manager Position. This position handles the records management of the department, compiles data for monthly and quarterly reports, compiles data for the National Incident Base Reporting System (NIBRS) to be submitted monthly, and compiles public information records request. The Administrative Assistant also reviews reports and prepares the reports along with supporting documents to be submitted for prosecution. They monitor the records management system as well as the Computer Aided Dispatch (CAD) system to ensure the data entry is correct. Additionally, they monitor the training of the communications personnel and department personnel who have access to the Texas Law Enforcement Telecommunications System (TLETS) system, monitors the Mobile and Body Camera Systems, and is currently in training for the Administrative role with the Records Management/CAD transition.

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Police Chief	1	1	1	1	1
Police Captain	-	-	1	1	1
Patrol Sergeant	4	4	4	4	4
Administrative Sergeant	-	-	-	-	1
Detective Sergeant	1	1	1	1	1
Detective	1	1	1	1	2
Patrol Officer	12	12	14	14	14
Office Manager	-	-	1	1	1
Dispatch Supervisor	1	1	1	1	1
Dispatcher	5	5	4	4	4
Total Full-Time Employees	24	24	28	28	30

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FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Added two new positions which allowed for the formation of the departments traffic unit.
Successfully completed Texas Crime Information Center (TCIC)/National Crime Information Center (NCIC), Texas Law Enforcement Telecommunications System (TLETS) and Criminal Justice Information System (CJIS) audits. These audits are conducted every three years. The department is in compliance with all mandated requirements.
Held one "Prescription Drug Take Back" program with the DEA and Bay Area Council for Drugs and Alcohol. During the year the department hosts these events and has become a major drop off point.
Compiled and submitted Racial Profiling report to Texas Commission on Law Enforcement (TCOLE) and City Council as required by State Law. Racial Profiling reports are submitted to TCOLE and the governing body of the City prior to March 1st of every year.
Completed the transition of the Records Management and Computer Aided Dispatch systems from Executive Information Systems (EIS) to Central Square Technologies (OSSI). We have been working with Pearland Police Department as a partnership since April 2019.

FY 2020-21 DEPARTMENT GOALS
Add more staff to keep up with the population growth and effectively patrol the City of Manvel.
Replace the outdated mobile video system in the patrol units.
Improve case clearance with the addition of an investigator.
Work towards the department becoming a "Recognized Police Department" through the Texas Police Chiefs Association best practices initiative.
Pursue grant funding for equipment and other needs.
Continue advanced training and state mandated classes for personnel.
Maintain security of records and building as required by CJIS.
Research and stay up to date on changing technology
Maintain and keep the department's website and social media.

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	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Police Expenditures							
Personnel							
10.90.5000 Salaries	961,582	1,224,519	1,237,830	1,520,157	1,440,157	1,435,142	1,714,695
10.90.5001 Additional Compensation	2,887	58	-	-	-	-	-
10.90.5002 Overtime	20,652	16,330	18,824	25,000	25,000	47,483	25,000
10.90.5006 Longevity	2,640	3,660	4,380	4,320	4,320	4,140	5,880
10.90.5008 Bailiff	-	704	-	-	-	-	-
10.90.5010 Fica Expense	74,403	89,298	88,792	118,604	118,604	109,052	133,605
10.90.5012 TWC Unemployment Ins	6,033	-	4,050	4,536	-	-	-
10.90.5030 Health Insurance	179,832	217,389	218,500	262,779	242,779	230,112	277,283
10.90.5031 Vision Insurance	-	2,696	2,557	3,075	3,075	2,666	3,244
10.90.5032 Life & LTD	-	5,226	4,950	4,100	4,100	5,883	7,447
10.90.5033 Dental Insurance	-	11,160	11,746	14,126	14,126	11,369	13,558
10.90.5034 Retirement	158,572	112,372	149,411	167,592	167,592	164,998	179,363
10.90.5035 Cell Phone Allowance	-	-	456	900	900	680	900
10.90.5038 Flex Admin	-	717	921	1,243	1,243	1,130	1,444
10.90.5039 Flex Card - Health Ins	-	8,752	7,633	10,340	10,340	9,383	12,002
10.90.5040 Workers Compensation	19,251	19,843	22,878	57,000	57,000	21,593	27,476
10.90.5099 Salary Reserve	-	-	-	-	-	-	-
Total Personnel	1,425,852	1,712,724	1,772,928	2,193,772	2,089,236	2,043,631	2,401,897
Commodities							
10.90.5210 Supplies	2,253	2,061	2,455	3,000	3,000	2,623	4,000
10.90.5211 Supplies - Crime Prevention	2,009	(324)	705	2,000	2,000	355	2,000
10.90.5220 Janitorial Supplies & Cleaning	1,320	1,174	1,293	1,500	1,500	1,618	2,000
10.90.5222 Postage	782	613	558	1,500	1,500	532	1,500
10.90.5225 Fuel	38,339	48,254	39,014	40,000	40,000	48,236	55,000
10.90.5230 Office Expense	6,884	4,092	4,406	4,000	4,000	4,999	5,000
10.90.5240 Minor Tools & Equipment	10,882	72,993	78,237	55,000	55,000	6,865	55,000
Total Commodities	62,469	128,863	126,668	107,000	107,000	65,227	124,500

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	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Police Expenditures							
Contractual Services							
10.90.5364 Records & Evidence Storage	4,952	3,846	4,815	4,000	4,000	3,852	5,000
10.90.5370 Radio Repairs	664	615	339	1,000	1,000	1,255	1,000
10.90.5380 Building Repair & Maintenance	5,296	5,086	13,619	15,000	15,000	3,437	10,000
10.90.5420 Electricity	6,522	4,793	5,097	5,000	5,000	7,294	6,000
10.90.5430 Gas Utilities	237	278	257	250	250	247	3,000
10.90.5436 Communications Expense	7,108	7,485	7,892	8,700	8,700	9,566	10,100
10.90.5440 Computer Maintenance/Support	871	900	42,186	2,500	2,500	14,292	-
10.90.5445 Telephone	19,163	19,599	20,741	19,900	19,900	28,901	22,000
10.90.5446 Uniforms	7,817	8,374	14,865	9,900	9,900	8,911	10,000
10.90.5458 Maintenance Agreements	53,727	56,588	62,485	60,000	160,000	139,430	75,835
10.90.5473 Animal Control Expense	581	33	69	500	500	22	250
10.90.5550 Radio Usage	16,236	17,712	18,696	18,750	18,750	19,188	18,750
Total Contractual Services	123,174	125,309	191,061	145,500	245,500	236,395	161,935
Other Services							
10.90.5618 Job Recruiting	375	690	640	700	700	409	800
10.90.5622 Dues & Subscriptions	572	451	507	600	600	818	1,000
10.90.5638 Vehicle Repairs/Maintenance	29,785	29,062	21,264	25,000	25,000	37,091	30,000
10.90.5645 Training & Travel	6,531	7,795	13,313	15,000	15,000	10,791	15,000
10.90.5646 Training - Mandatory	1,198	1,537	1,599	1,800	1,800	1,270	2,000
10.90.5659 Firearms/Taser	5,164	6,261	6,486	8,500	8,500	4,832	8,500
10.90.5660 Investigative Expense	2,840	1,310	820	3,000	3,000	1,440	3,000
10.90.5675 Education Reimbursement	-	-	-	500	500	-	500
10.90.5685 Jail Operations	15	-	-	400	400	271	400
10.90.5700 Vehicle/Equip Replacement Fees	125,395	115,975	138,207	65,000	65,000	65,000	65,000
Total Other Services	171,875	163,081	182,836	120,500	120,500	121,921	126,200
Capital Outlays							
10.90.6020 Capital Outlay - Equipment	-	-	-	-	-	-	85,850
10.90.6030 Capital Outlay - Vehicle	48,778	44,513	54,564	-	-	-	90,000
10.90.6080 Capital Outlay - Building	-	-	13,758	-	-	-	-
Total Capital Outlays	48,778	44,513	68,322	-	-	-	175,850
Total Police Expenditures	1,832,148	2,174,490	2,341,815	2,566,772	2,562,236	2,467,173	2,990,382

Section 8 - Special Revenue Funds



Community Impact Fee Fund

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

Parks Fund

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

Hotel Occupancy Tax Fund

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

Court Security Fund

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

Court Technology Fund

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

Law Enforcement Fund

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

Public, Educational, and Government (PEG) Fee Fund

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

South Manvel Development Authority (SMDA) Fund

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

Tax Increment Reinvestment Zone #3 (TIRZ #3) Fund

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

Manvel Economic Development Corp (MEDC) Fund

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

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COMMUNITY IMPACT FEE FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Community Impact Fee Fund Revenues							
Interest Revenues							
45.06.4600 Interest Income	-	7,975	266	8,500	8,500	6,407	7,500
Total Interest Revenues	-	7,975	266	8,500	8,500	6,407	7,500
Utility Revenues							
45.08.4334 Impact Fees - Water	127,571	299,741	397,848	370,000	370,000	346,579	370,000
45.08.4336 Impact Fees - Wastewater	32,079	68,987	99,647	90,000	90,000	110,872	110,000
Total Utility Revenues	159,650	368,728	497,495	460,000	460,000	457,451	480,000
Total Community Impact Fee Fund Revenues	159,650	376,703	497,761	468,500	468,500	463,858	487,500
Community Impact Fee Fund Expenditures							
Contractual Services							
45.10.5506 Refunds to Developers	-	123,200	-	-	-	-	-
Total Contractual Services	-	123,200	-	-	-	-	-
Other Services							
45.10.5800 Professional Services	9,082	-	-	5,000	5,000	20	500
Total Other Services	9,082	-	-	5,000	5,000	20	500
Transfers Out							
45.10.8582 Transfer to Capital Project Fund	-	310,000	400,000	400,000	400,000	463,838	487,000
Total Transfers Out	-	310,000	400,000	400,000	400,000	463,838	487,000
Total Community Impact Fee Fund Expenditures	9,082	433,200	400,000	405,000	405,000	463,858	487,500
Net Revenues over (Expenditures)	150,568	(56,497)	97,761	63,500	63,500	(0)	-
Fund Balance - Beginning	419,604	570,172	513,675	611,436	611,436	611,436	702,293
Fund Balance - Ending	570,172	513,675	611,436	674,936	674,936	611,436	702,293

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PARKS FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Parks Fund Revenues							
Interest Revenues							
55.06.4600 Interest Income	-	3	53	50	50	-	-
55.07.4600 Interest Income	-	1,371	-	-	-	-	-
Total Interest Revenues	-	1,374	53	50	50	-	-
Other Revenues							
55.07.4811 Othr Income	-	-	31,000	-	-	-	-
Total Other Revenues	-	-	31,000	-	-	-	-
Transfers-In Revenues							
55.07.4950 Transfer In - Gen Fund	-	100,000	15,500	50,000	50,000	25,376	289,100
55.07.4954 Transfer In - Capital Projects Fund	100,000	-	-	-	-	-	-
Total Transfers-In Revenues	100,000	100,000	15,500	50,000	50,000	25,376	289,100
Total Parks Fund Revenues	100,000	101,374	46,553	50,050	50,050	25,376	289,100
Parks Fund Expenditures							
Commodities							
55.07.5220 Janitorial Supplies & Cleaning	-	1,126	-	-	-	-	-
55.55.5220 Janitorial Supplies & Cleaning	-	-	257	1,200	1,200	-	1,000
Total Commodities	-	1,126	257	1,200	1,200	-	1,000
Contractual Services							
55.07.5380 Building Repair & Maintenance	-	200	-	-	-	-	-
55.07.5420 Electricity	-	405	-	-	-	-	-
55.07.5453 Grounds Maintenance	-	15,290	-	-	-	-	-
55.55.5377 Beautification Projects	-	-	3,204	15,000	15,000	10,909	15,000
55.55.5380 Building Repair & Maintenance	-	-	1,800	5,000	5,000	60	2,500
55.55.5420 Electricity	-	-	514	1,000	1,000	399	600
55.55.5453 Grounds Maintenance	-	-	17,740	20,000	20,000	14,007	20,000
Total Contractual Services	-	15,895	23,258	41,000	41,000	25,376	38,100
Capital Outlays							
55.07.6070 Capital Outlay - Improvements	-	74,791	-	-	-	-	-
55.55.6070 Capital Outlay - Improvements	-	1,309	22,947	25,000	25,000	-	250,000
Total Capital Outlays	-	76,100	22,947	25,000	25,000	-	250,000
Total Parks Fund Expenditures	-	93,121	46,462	67,200	67,200	25,376	289,100
Net Revenues over (Expenditures)	100,000	8,253	91	(17,150)	(17,150)	0	-
Fund Balance - Beginning	-	100,000	108,253	108,344	108,344	108,344	108,344
Fund Balance - Ending	100,000	108,253	108,344	91,194	91,194	108,344	108,344

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HOTEL OCCUPANCY TAX FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Hotel/Motel Tax Fund Revenues							
Other Taxes Revenues							
60.02.4901 Hotel Taxes	67,191	77,269	63,774	50,000	50,000	48,920	40,000
Total Other Taxes Revenues	67,191	77,269	63,774	50,000	50,000	48,920	40,000
Interest Revenues							
60.06.4600 Interest Income	-	5,169	9,010	5,000	5,000	-	-
Total Interest Revenues	-	5,169	9,010	5,000	5,000	-	-
Other Revenues							
60.07.4811 Other Income	-	(163)	-	-	-	-	-
Total Other Revenues	-	(163)	-	-	-	-	-
Total Hotel/Motel Tax Fund Revenues	67,191	82,275	72,784	55,000	55,000	48,920	40,000
Hotel/Motel Tax Fund Expenditures							
Other Services							
60.10.5725 Advertising & Promotions	3,699	256	3,686	10,000	10,000	2,184	40,000
Total Other Services	3,699	256	3,686	10,000	10,000	2,184	40,000
Total Hotel/Motel Tax Fund Expenditures	3,699	256	3,686	10,000	10,000	2,184	40,000
Net Revenues over (Expenditures)	63,492	82,019	69,098	45,000	45,000	46,736	-
Fund Balance - Beginning	354,640	418,132	500,151	569,249	569,249	569,249	611,161
Fund Balance - Ending	418,132	500,151	569,249	614,249	614,249	615,985	611,161

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COURT SECURITY FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Court Security Fund Revenues							
Fines and Fees Revenues							
62.05.4400 Court Fines	4,933	5,741	4,908	5,200	5,200	7,891	8,000
Total Fines and Fees Revenues	4,933	5,741	4,908	5,200	5,200	7,891	8,000
Interest Revenues							
62.06.4600 Interest Income	-	112	227	300	300	-	-
Total Interest Revenues	-	112	227	300	300	-	-
Transfers-In Revenues							
62.06.4950 Transfer In - General Fund	2,436	-	-	-	-	-	-
Total Transfers-In Revenues	2,436	-	-	-	-	-	-
Total Court Security Fund Revenues	7,369	5,853	5,135	5,500	5,500	7,891	8,000
Court Security Fund Expenditures							
Personnel							
62.10.5000 Salaries	6,730	133	949	3,200	3,200	-	-
62.10.5004 Taxes, Social Security	183	-	-	-	-	-	-
62.10.5005 Retirement	167	-	-	-	-	-	-
62.10.5010 Taxes, Social Security	-	10	72	390	390	-	-
62.10.5034 Retirement	-	17	118	700	700	-	-
62.10.5012 TWC	7	-	-	-	-	-	-
62.10.5040 Worker's Compensation	-	-	-	-	-	-	-
Total Personnel	7,087	160	1,139	4,290	4,290	-	-
Commodities							
62.10.5240 Minor Tools & Equipment	-	-	-	-	-	-	8,000
Total Commodities	-	-	-	-	-	-	8,000
Total Expenditures	7,087	160	1,139	4,290	4,290	-	8,000
Net Revenues over (Expenditures)	282	5,693	3,996	1,210	1,210	7,891	-
Fund Balance - Beginning	5,482	5,764	11,457	15,453	15,453	15,453	23,658
Fund Balance - Ending	5,764	11,457	15,453	16,663	16,663	23,344	23,658

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COURT TECHNOLOGY FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Court Technology Fund Revenues							
Fines and Fees Revenues							
64.05.4400 Court Fines	6,577	7,627	6,541	6,000	6,000	8,672	9,000
Total Fines and Fees Revenues	6,577	7,627	6,541	6,000	6,000	8,672	9,000
Interest Revenues							
64.06.4600 Interest Income	-	226	9	25	25	-	-
Total Interest Revenues	-	226	9	25	25	-	-
Transfers-In Revenues							
64.09.4999 Transfer From Fund Balance	-	-	-	-	-	-	6,000
Total Transfers-In Revenues	-	-	-	-	-	-	6,000
Total Court Technology Fund Revenues	6,577	7,853	6,550	6,025	6,025	8,672	15,000
Court Technology Fund Expenditures							
Commodities							
64.10.5240 Minor Tools & Equipment	711	-	-	25,000	25,000	9,590	15,000
Total Commodities	711	-	-	25,000	25,000	9,590	15,000
Total Court Technology Fund Expenditures	711	-	-	25,000	25,000	9,590	15,000
Net Revenues over (Expenditures)	5,866	7,853	6,550	(18,975)	(18,975)	(919)	-
Fund Balance - Beginning	10,535	16,401	24,254	30,804	30,804	30,804	25,032
Fund Balance - Ending	16,401	24,254	30,804	11,829	11,829	29,885	25,032

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LAW ENFORCEMENT FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Law Enforcement Fund Revenues							
Interest Revenues							
65.06.4600 Interest Income	-	9	-	-	-	-	-
Total Interest Revenues	-	9	-	-	-	-	-
Other Revenues							
65.06.4811 Other Income	-	-	-	-	-	-	-
65.06.4505 Seizure Funds	-	1,503	1,664	1,500	1,500	-	1,000
Total Other Revenues	-	1,503	1,664	1,500	1,500	-	1,000
Total Law Enforcement Fund Revenues	-	1,512	1,664	1,500	1,500	-	1,000
Law Enforcement Fund Expenditures							
Commodities							
65.90.5240 Minor Tools & Equipment	-	-	-	-	-	-	1,000
Total Commodities	-	-	-	-	-	-	1,000
Total Law Enforcement Fund Expenditures	-	-	-	-	-	-	1,000
Net Revenues over (Expenditures)	-	1,512	1,664	1,500	1,500	-	-
Fund Balance - Beginning	844	844	2,356	4,020	4,020	4,020	4,020
Fund Balance - Ending	844	2,356	4,020	5,520	5,520	4,020	4,020

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PEG FEE FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
PEG Fee Fund Revenues							
Franchise Fees Revenues							
67.03.4110 PEG Fees	11,740	14,446	18,730	15,000	15,000	11,356	10,000
Total Franchise Fees Revenues	11,740	14,446	18,730	15,000	15,000	11,356	10,000
Interest Revenues							
67.06.4600 Interest Income	-	991	38	30	30	-	-
Total Interest Revenues	-	991	38	30	30	-	-
Other Revenues							
67.07.4811 Other Income	-	-	-	-	-	-	-
Total Other Revenues	-	-	-	-	-	-	-
Transfers-In Revenues							
67.09.4999 Transfer From Fund Balance	-	-	-	-	-	-	40,000
Total Transfers-In Revenues	-	-	-	-	-	-	40,000
Total PEG Fee Fund Revenues	11,740	15,437	18,768	15,030	15,030	11,356	50,000
PEG Fee Fund Expenditures							
Capital Outlays							
67.10.6020 Capital Outlay - Equipment	-	-	-	50,000	50,000	-	50,000
Total Capital Outlays	-	-	-	50,000	50,000	-	50,000
Total PEG Fee Fund Expenditures	-	-	-	50,000	50,000	-	50,000
Net Revenues over (Expenditures)	11,740	15,437	18,768	(34,970)	(34,970)	11,356	-
Fund Balance - Beginning	74,767	86,507	101,944	120,712	120,712	120,712	89,243
Fund Balance - Ending	86,507	101,944	120,712	85,742	85,742	132,068	89,243

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SMDA FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
South Manvel Development Fund Revenues							
Ad Valorem Taxes Revenues							
80.01.4000 Current Ad Valorem Tax Rev.	37,759	-	-	-	-	-	-
80.01.4010 Delinquent Ad Valorem Tax Revenue	631	-	-	-	-	-	-
Total Ad Valorem Taxes Revenues	38,390	-	-	-	-	-	-
Interest Revenues							
80.06.4600 Interest Income	-	2,083	4,566	5,000	5,000	3,127	3,500
Total Interest Revenues	-	2,083	4,566	5,000	5,000	3,127	3,500
Transfers-In Revenues							
80.09.4961 Transfers In - TIRZ #3	12,080	80,057	92,737	66,025	66,025	79,381	69,000
Total Transfers-In Revenues	12,080	80,057	92,737	66,025	66,025	79,381	69,000
Total South Manvel Development Fund Revenues	50,470	82,140	97,303	71,025	71,025	82,508	72,500
South Manvel Development Fund Expenditures							
Commodities							
80.10.5230 Office Expense	-	-	-	-	-	-	-
80.10.5232 Misc Expenses	-	-	-	-	-	-	-
Total Commodities	-	-	-	-	-	-	-
Contractual Services							
80.10.5461 Planning & Development	2,370	2,688	360	2,000	2,000	6,625	5,000
Total Contractual Services	2,370	2,688	360	2,000	2,000	6,625	5,000
Other Services							
80.10.5701 Legal Fees	45	-	-	1,000	1,000	-	-
Total Other Services	45	-	-	1,000	1,000	-	-
Total South Manvel Development Fund Expenditures	2,415	2,688	360	3,000	3,000	6,625	5,000
Net Revenues over (Expenditures)	48,055	79,452	96,943	68,025	68,025	75,883	67,500
Fund Balance - Beginning	74,754	122,809	202,261	299,204	299,204	299,204	363,822
Fund Balance - Ending	122,809	202,261	299,204	367,229	367,229	375,087	431,322

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TIRZ #3 FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
TIRZ #3 Revenues							
Ad Valorem Taxes Revenues							
81.01.4000 Current Ad Valorem Taxes	-	55,971	61,563	61,000	61,000	61,557	60,000
81.01.4010 Delinquent Ad Valorem Taxes	-	-	5,985	5,000	5,000	919	1,000
81.01.4011 P&I on Ad Valorem Taxes	-	-	-	-	-	510	500
81.01.4020 Brazoria County - Ad Valorem Taxes	12,080	17,997	18,413	-	-	16,018	-
Total Ad Valorem Taxes Revenues	12,080	73,968	85,961	66,000	66,000	79,004	61,500
Other Taxes Revenues							
81.02.4030 Sales Tax Revenues	-	6,049	6,716	-	-	-	7,000
Total Other Taxes Revenues	-	6,049	6,716	-	-	-	7,000
Interest Revenues							
81.06.4600 Interest Income	-	40	60	25	25	377	500
Total Interest Revenues	-	40	60	25	25	377	500
Total TIRZ #3 Revenues	12,080	80,057	92,737	66,025	66,025	79,381	69,000
TIRZ #3 Expenditures							
Commodities							
81.10.5230 Office Expense	-	-	-	-	-	-	-
Total Commodities	-	-	-	-	-	-	-
Transfers Out							
81.95.8587 Transfer Out - SMDA Fund	12,080	80,057	92,737	66,025	66,025	79,381	69,000
Total Transfers Out	12,080	80,057	92,737	66,025	66,025	79,381	69,000
Total TIRZ #3 Expenditures	12,080	80,057	92,737	66,025	66,025	79,381	69,000
Net Revenues over (Expenditures)	-	-	-	-	-	0	-
Fund Balance - Beginning	-	-	-	-	-	-	-
Fund Balance - Ending	-	-	-	-	-	0	-

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MEDC FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
MEDC Revenues							
Other Taxes Revenues							
90.02.4030 Sales Tax Revenue	-	811,382	833,486	850,000	850,000	-	850,000
Total Other Taxes Revenues	-	811,382	833,486	850,000	850,000	-	850,000
Interest Revenues							
90.06.4600 Interest Income	-	18,011	37,040	24,000	24,000	-	15,000
Total Interest Revenues	-	18,011	37,040	24,000	24,000	-	15,000
Total Revenues	-	829,393	870,526	874,000	874,000	-	865,000
MEDC Expenditures							
Commodities							
90.10.5230 Office Expense	-	-	-	500	500	-	500
Total Commodities	-	-	-	500	500	-	500
Contractual Services							
90.10.5305 Service Agreements	-	13,000	12,000	12,000	12,000	-	12,000
90.10.5477 Audit and Professional Fees	-	2,625	2,675	2,775	2,775	-	2,975
Total Contractual Services	-	15,625	14,675	14,775	14,775	-	14,975
Other Services							
90.10.5600 Marketing and Website	-	10,227	-	-	-	-	-
90.10.5622 Dues and Memberships	-	6,548	6,548	6,600	6,600	-	6,600
90.10.5625 Publications	-	232	112	1,500	1,500	-	1,500
90.10.5630 Insurance and Bonds	-	-	-	250	250	-	250
90.10.5644 Orientation and Training	-	1,325	700	2,000	2,000	-	2,000
90.10.5647 Conference and Meetings	-	-	290	2,000	2,000	-	2,000
90.10.5701 Legal Fees	-	-	-	-	-	-	-
90.10.5800 Eng/Consulting/Planning Fees	-	-	-	-	-	-	-
Total Other Services	-	18,332	7,650	12,350	12,350	-	12,350
Capital Outlays							
90.10.6050 Capital Outlay	-	-	-	-	-	-	-
90.10.7600 Contingency/Projects	-	64,123	16,710	75,000	75,000	-	75,000
Total Capital Outlays	-	64,123	16,710	75,000	75,000	-	75,000
Transfers Out							
90.10.8590 Transfer to Debt Service Fund	-	92,654	90,996	89,339	89,339	-	92,632
90.10.8591 Transfer to General Fund Fund	-	-	-	-	-	-	-
90.10.8592 Transfer to Capital Proj Fund	-	789,097	-	765,000	765,000	-	765,000
Total Transfers Out	-	881,751	90,996	854,339	854,339	-	857,632
Total Expenditures	-	979,831	130,031	956,964	956,964	-	960,457
Net Revenues over (Expenditures)	-	(150,438)	740,495	(82,964)	(82,964)	-	(95,457)
Fund Balance - Beginning	-	2,013,300	1,862,862	2,603,357	2,603,357	2,603,357	2,520,393
Fund Balance - Ending	-	1,862,862	2,603,357	2,520,393	2,520,393	2,603,357	2,424,936

Section 9 - Proprietary Funds



Vehicle/Equipment Replacement Fund

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



Utility Fund

The Utility Fund will operate as an enterprise fund, meaning it will be funded through water, utility capacity fees, sewer and reuse service revenues. Until more customers are added, it will need a transfer from the General Fund to balance. With three water treatment plants and a wastewater treatment facility, the Utility Department provides service to the residents and businesses in Manvel. The Utility Department is responsible for providing high quality, safe drinking water and environmentally responsible wastewater service to the community.

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VEHICLE/EQUIPMENT REPLACEMENT FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Vehicle Replacement Fund Revenues							
Interest Revenues							
12.06.4600 Interest Income	-	2,517	1,541	700	700	-	-
Total Interest Revenues	-	2,517	1,541	700	700	-	-
Other Revenues							
12.07.4740 Vehicle/Equip. Replacement Fees	275,593	272,401	358,223	265,000	265,000	265,000	250,000
12.07.4800 Insurance & Other Reimbursements	21,967	1,876	-	-	-	-	-
12.07.4815 Gain on Sale of Asset Disposal	46,000	856	-	-	-	-	-
Total Other Revenues	343,560	275,133	358,223	265,000	265,000	265,000	250,000
Transfers-In Revenues							
12.09.4950 Transfers in - General Fund	-	-	-	1,000	1,000	-	-
Total Transfers-In Revenues	-	-	-	1,000	1,000	-	-
Total Vehicle Replacement Fund Revenues	343,560	277,650	359,764	266,700	266,700	265,000	250,000
Vehicle Replacement Fund Expenditures							
Contractual Services							
12.10.5460 Lease Payment	64,168	-	-	-	-	-	-
Total Contractual Services	64,168	-	-	-	-	-	-
Other Services							
12.10.5630 Insurance and Bonds	2,500	-	-	2,500	2,500	-	-
12.10.5655 Other Expenses	1,000	3,802	-	1,000	1,000	-	-
Total Other Services	3,500	3,802	-	3,500	3,500	-	-
Capital Outlays							
12.91.6030 Capital Outlay - Vehicle	151,746	-	-	163,000	163,000	237,366	250,000
12.91.8410 Depreciation Expense	-	121,895	138,626	10,000	100,000	-	-
Total Capital Outlays	151,746	121,895	138,626	173,000	263,000	237,366	250,000
Total Vehicle Replacement Fund Expenditures	219,414	125,697	138,626	176,500	266,500	237,366	250,000
Net Revenues over (Expenditures)	124,146	151,953	221,138	90,200	200	27,634	-
Fund Balance - Beginning	114,791	238,937	390,890	612,028	612,028	612,028	639,662
Fund Balance - Ending	238,937	390,890	612,028	702,228	612,228	639,662	639,662

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Utility Fund – Revenue Sources and Department Expenditures

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Utility Fund Revenues							
Interest Revenues	-	1,464	335	500	500	-	-
Other Revenues	68,658	79,565	18,379	5,000	5,000	191	5,000
Utility Revenues	456,565	1,834,943	1,153,822	1,096,000	1,096,000	1,207,044	780,000
Transfers-In Revenues	98,426	57	375,000	-	-	-	319,580
Total Utility Fund Revenues	623,649	1,916,029	1,547,536	1,101,500	1,101,500	1,207,235	1,104,580
Utility Fund Expenditures							
Administration Expenditures	246,462	274,339	336,798	401,099	400,451	244,327	467,580
Water Expenditures	331,529	565,074	636,195	487,400	487,400	496,877	565,000
Wastewater Expenditures	24,348	99,680	278,988	413,000	413,000	406,547	272,000
Total Utility Fund Expenditures	602,339	939,093	1,251,981	1,301,499	1,300,851	1,147,751	1,304,580
Net Revenues over (Expenditures)	21,310	976,936	295,555	(199,999)	(199,351)	59,483	(200,000)
Add back depreciation expense	-	253,138	268,458	200,000	200,000	200,000	200,000
Fund Balance - Beginning				1,500,660	1,500,660	1,500,660	1,760,143
Fund Balance - Ending	21,310	1,230,074	564,013	1,500,661	1,501,309	1,760,143	1,760,143

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Utility Fund Revenues – Details

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Utility Fund Revenues							
Interest Revenues							
40.06.4600 Interest Income	-	1,464	335	500	500	-	-
Total Interest Revenues	-	1,464	335	500	500	-	-
Other Revenues							
40.07.4325 Interlocal Agreements	-	-	-	-	-	-	-
40.07.4650 Sand Pit Revenues	9,000	-	-	-	-	-	-
40.07.4800 Insurance Reimbursements	12,904	76,789	4,640	-	-	-	-
40.07.4811 Other Income	46,754	2,776	13,739	5,000	5,000	191	5,000
40.07.4952 Transfer In - Debt Service Fund	-	-	-	-	-	-	-
Total Other Revenues	68,658	79,565	18,379	5,000	5,000	191	5,000
Utility Revenues							
40.08.4301 Water Revenue	225,628	268,366	300,268	350,000	350,000	376,185	350,000
40.08.4302 Wastewater Revenue	205,801	245,042	282,475	300,000	300,000	339,433	300,000
40.08.4310 Meter Fee - Water	1,410	-	-	-	-	-	-
40.08.4311 Water Meters	13,777	46,396	96,111	50,000	50,000	91,773	90,000
40.08.4320 Set-Up Fee	1,790	5,940	6,470	7,000	7,000	11,755	10,000
40.08.4321 Tap Connection Fees	1,500	13,700	(750)	1,000	1,000	6,655	15,000
40.08.4322 Boring Fee for Taps	-	-	-	-	-	-	-
40.08.4323 Meter Fee - Sewer	-	-	-	-	-	-	-
40.08.4324 Sewer Line Extensions	-	-	-	-	-	-	-
40.08.4390 Late Penalty Fees	6,659	8,824	17,542	15,000	15,000	8,244	15,000
40.08.4950 Transfer In - Gen Fund	-	-	-	373,000	373,000	373,000	-
40.08.4971 Contributed Capital	-	1,246,675	451,706	-	-	-	-
Total Utility Revenues	456,565	1,834,943	1,153,822	1,096,000	1,096,000	1,207,044	780,000
Transfers-In Revenues							
40.09.4811 Other Income	59	57	-	-	-	-	-
40.09.4950 Transfer In - Gen Fund	98,367	-	375,000	-	-	-	319,580
40.09.4954 Transfer In - Capital Projects Fund	-	-	-	-	-	-	-
40.09.4960 Transfer In - MEDC Fund	-	-	-	-	-	-	-
Total Transfers-In Revenues	98,426	57	375,000	-	-	-	319,580
Total Utility Fund Revenues	623,649	1,916,029	1,547,536	1,101,500	1,101,500	1,207,235	1,104,580

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Utility Fund Expenditures – Department Totals

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Utility Fund Expenditures							
Administration Expenditures							
Personnel	173,079	222,179	232,928	302,049	301,401	153,158	366,630
Commodities	7,039	2,835	17,025	13,100	13,100	12,060	14,500
Contractual Services	15,159	5,549	9,003	8,450	8,450	3,025	7,450
Other Services	51,185	43,776	77,842	77,500	77,500	76,084	79,000
Capital Outlays	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Administration Expenditures	246,462	274,339	336,798	401,099	400,451	244,327	467,580
Water Expenditures							
Personnel	-	-	-	-	-	-	-
Commodities	16,358	11,381	18,832	31,000	31,000	22,167	22,000
Contractual Services	99,087	125,448	164,260	134,400	134,400	142,977	159,500
Other Services	216,084	175,107	184,645	122,000	122,000	131,733	183,500
Capital Outlays	-	253,138	268,458	200,000	200,000	200,000	200,000
Transfers Out	-	-	-	-	-	-	-
Total Water Expenditures	331,529	565,074	636,195	487,400	487,400	496,877	565,000
Wastewater Expenditures							
Personnel	-	-	-	-	-	-	-
Commodities	-	11,827	14,929	58,000	58,000	20,820	24,000
Contractual Services	24,348	67,603	114,552	100,000	100,000	96,566	121,000
Other Services	-	20,250	129,614	129,000	129,000	119,161	127,000
Capital Outlays	-	-	19,893	126,000	126,000	170,000	-
Transfers Out	-	-	-	-	-	-	-
Total Wastewater Expenditures	24,348	99,680	278,988	413,000	413,000	406,547	272,000
Total Utility Fund Expenditures	602,339	939,093	1,251,981	1,301,499	1,300,851	1,147,751	1,304,580

ADMINISTRATION

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

Utility Functions
• Administration
• Water Treatment
• Water Distribution
• Wastewater Treatment
• Wastewater Distribution
• Utility Construction

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

PERSONNEL SCHEDULE	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget
Utility Supervisor	1	1	1	1	1
Plant Operator	1	1	1	1	2
Utility Operator	1	1	1	2	2
Total Full Time Employees	3	3	3	4	5

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FY 2019-20 DEPARTMENT ACCOMPLISHMENTS
Rehabbed wastewater treatment plant.
Enhanced communication system to customers allowing 24-hour customer service for technical and mechanical related issues.
Continued implementation of GIS technology allowing the city to obtain data metrics for water and wastewater lines and other city infrastructure.

FY 2020-21 DEPARTMENT GOALS
Provide current and future customers with safe, efficient services while protecting the environment.
To become recognized with the Superior water system designation by the State TCEQ.
To improve operating efficiencies by adding various systems such as a SCADA system and a loop line circulating system.
Improve operating standards on older lift stations and enhance newer lift stations operating capabilities.
To meet Federal and State guide lines for water and wastewater compliance.
Enhance preventive maintenance by installing auto dialers at all lift stations to provide instant alerts to potential water/wastewater issues.

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	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Administration Expenditures							
Personnel							
40.10.5000 Salaries	117,869	142,989	159,345	198,624	198,624	107,626	256,941
40.10.5002 Overtime	10,361	11,340	10,975	8,000	8,000	1,035	4,000
40.10.5006 Longevity	600	720	840	1,020	1,020	840	120
40.10.5007 Part Time Wages	-	-	158	-	-	-	-
40.10.5010 Fica Expense	9,098	10,996	10,617	15,835	15,835	7,884	20,017
40.10.5012 TWC Unemployment Ins.	875	-	-	648	-	-	-
40.10.5030 Health Insurance	19,658	30,485	29,506	37,540	37,540	16,495	46,214
40.10.5031 Vision Insurance	-	351	349	460	460	193	541
40.10.5032 Life & LTD Insurance	-	655	713	830	830	349	1,129
40.10.5033 Dental Insurance	-	1,468	1,586	2,055	2,055	825	2,260
40.10.5034 Retirement	14,904	19,509	20,834	17,000	17,000	12,279	26,873
40.10.5035 Cell Phone Allowance	519	173	1,004	1,800	1,800	566	600
40.10.5038 Flex Admin	-	92	152	137	137	60	241
40.10.5039 Flex Card - Health Ins	-	1,167	1,277	1,200	1,200	504	2,000
40.10.5040 Workers Compensation	(805)	11,196	-	16,900	16,900	4,502	5,694
40.10.5041 Pension Expense	-	(8,962)	(4,428)	-	-	-	-
Total Personnel	173,079	222,179	232,928	302,049	301,401	153,158	366,630
Commodities							
40.10.5202 Mowing & Weed Control	688	355	2,301	2,000	2,000	-	1,500
40.10.5220 Janitorial Supplies & Cleaning	432	-	-	-	-	-	-
40.10.5222 Postage	2,200	1,813	2,567	600	600	1,540	2,000
40.10.5225 Fuel	-	-	47	-	-	-	-
40.10.5230 Office Expense	1,437	667	-	500	500	749	1,000
40.10.5240 Minor Tools	2,282	-	12,110	10,000	10,000	9,770	10,000
Total Commodities	7,039	2,835	17,025	13,100	13,100	12,060	14,500
Contractual Services							
40.10.5300 Equipment Rental	4,577	3,983	6,732	6,000	6,000	1,225	5,000
40.10.5441 Computer Software	7,927	-	-	-	-	-	-
40.10.5445 Telephone	1,179	-	303	-	-	-	-
40.10.5446 Uniforms	-	90	-	450	450	324	450
40.10.5550 Radio Usage	1,476	1,476	1,968	2,000	2,000	1,476	2,000
Total Contractual Services	15,159	5,549	9,003	8,450	8,450	3,025	7,450
Other Services							
40.10.5615 Credit Card Processing Fees	5,937	8,958	10,532	10,000	10,000	12,166	12,000
40.10.5630 Insurance and Bonds	14,454	-	-	-	-	-	-
40.10.5638 Vehicle Repairs/Maintenance	-	-	2,204	-	-	-	-
40.10.5645 Training & Travel	1,807	307	2,465	4,500	4,500	191	2,000
40.10.5655 Other Expenses	-	7,772	-	-	-	-	-
40.10.5700 Vehicle/Equip Repl.Fees	10,438	24,149	62,641	58,000	58,000	58,000	60,000
40.10.5742 Subsidence Fees	2,155	-	-	-	-	-	-
40.10.5800 Eng/Consulting/Planning Fees	16,394	2,590	-	5,000	5,000	5,727	5,000
Total Other Services	51,185	43,776	77,842	77,500	77,500	76,084	79,000
Total Administration Expenditures	246,462	274,339	336,798	401,099	400,451	244,327	467,580

===== FY2020-21 ANNUAL BUDGET =====

WATER

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Water Expenditures							
Commodities							
40.54.5204 Chemicals	11,530	9,204	16,300	20,000	20,000	14,743	18,000
40.54.5225 Fuel	-	61	422	2,000	2,000	137	1,000
40.54.5240 Minor Tools & Equipment	4,828	2,116	2,110	9,000	9,000	7,287	3,000
Total Commodities	16,358	11,381	18,832	31,000	31,000	22,167	22,000
Contractual Services							
40.54.5310 New Meters	19,671	44,567	114,811	87,000	87,000	98,599	100,000
40.54.5312 Other Reimbursements	-	600	-	-	-	-	-
40.54.5325 Utility Billing Charges	-	249	-	-	-	-	-
40.54.5420 Electricity	66,228	55,629	29,055	25,000	25,000	25,493	25,000
40.54.5440 Computer Maintenance/Support	-	4,484	5,124	3,500	3,500	6,588	5,000
40.54.5441 Computer Software	367	824	-	-	-	-	-
40.54.5445 Telephone	-	1,351	1,224	1,300	1,300	2,575	15,000
40.54.5446 Uniforms	-	-	1,074	600	600	310	1,500
40.54.5498 Tap Connection Expense	-	-	1,650	-	-	-	-
40.54.5499 Laboratory Expenses	12,821	17,744	11,322	17,000	17,000	9,412	13,000
Total Contractual Services	99,087	125,448	164,260	134,400	134,400	142,977	159,500
Other Services							
40.54.5636 Equipment Repairs/Maintenance	191,581	156,203	161,162	100,000	100,000	109,932	160,000
40.54.5638 Vehicle Repairs/Maintenance	6,659	4,671	3,506	5,000	5,000	4,198	6,000
40.54.5645 Training & Travel	416	2,394	245	1,000	1,000	125	2,000
40.54.5700 Vehicle/Equip Replacement Fees	4,014	5,955	11,638	9,000	9,000	9,000	9,000
40.54.5729 Permits & Assessments	3,562	3,717	3,707	5,000	5,000	4,223	4,500
40.54.5742 Subsistence Fees	357	2,167	4,387	2,000	2,000	4,255	2,000
40.54.5800 Eng/Consulting/Planning Fees	9,495	-	-	-	-	-	-
Total Other Services	216,084	175,107	184,645	122,000	122,000	131,733	183,500
Capital Outlays							
40.54.6020 Capital Outlay - Equipment	-	-	-	-	-	-	-
40.54.8410 Depreciation Expense	-	253,138	268,458	200,000	200,000	200,000	200,000
Total Capital Outlays	-	253,138	268,458	200,000	200,000	200,000	200,000
Total Water Expenditures	331,529	565,074	636,195	487,400	487,400	496,877	565,000

===== FY2020-21 ANNUAL BUDGET =====

WASTEWATER

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Wastewater Expenditures							
Commodities							
40.56.5204 Chemicals	-	7,187	8,936	30,000	30,000	10,238	12,500
40.56.5225 Fuel	-	3,744	39	8,000	8,000	-	4,000
40.56.5240 Minor Tools	-	896	5,954	20,000	20,000	10,582	7,500
Total Commodities	-	11,827	14,929	58,000	58,000	20,820	24,000
Contractual Services							
40.56.5312 Other Reimbursements	-	2,662	-	-	-	-	-
40.56.5419 Sludge Hauling	24,348	33,238	44,090	35,000	35,000	45,327	50,000
40.56.5420 Electricity	-	2,859	40,809	23,000	23,000	34,583	35,000
40.56.5432 Rental Equipment	-	10,075	17,275	20,000	20,000	190	15,000
40.56.5445 Telephone	-	229	538	1,000	1,000	1,390	1,000
40.56.5446 Uniforms	-	-	855	-	-	-	-
40.56.5480 Contract Services	-	18,000	-	1,000	1,000	-	-
40.56.5499 Laboratory Expenses	-	540	10,985	20,000	20,000	15,076	20,000
Total Contractual Services	24,348	67,603	114,552	100,000	100,000	96,566	121,000
Other Services							
40.56.5630 Insurance & Bonds	-	16,045	-	-	-	-	-
40.56.5636 Equipment Repairs/Maint.	-	2,559	126,330	125,000	125,000	119,052	125,000
40.56.5645 Training & Travel	-	1,646	3,284	4,000	4,000	109	2,000
Total Other Services	-	20,250	129,614	129,000	129,000	119,161	127,000
Capital Outlays							
40.56.6020 Capital Outlay - Equipment	-	-	19,893	126,000	126,000	170,000	-
Total Capital Outlays	-	-	19,893	126,000	126,000	170,000	-
Total Wastewater Expenditures	24,348	99,680	278,988	413,000	413,000	406,547	272,000

Section 10 - Debt Service Fund

The Debt Service Fund is used to account for the payment of principal and interest on general obligation bonds, certificates of obligations, tax notes and lease agreements. The schedule of bond indebtedness indicates the date of issuance, effective interest amounts, and outstanding debt at the beginning of the year. The summary of total bond indebtedness shows the total principal and interest requirements to maturity.

The current tax levy is based on the appraised values provided by the Brazoria County Appraisal District (BCAD). The budget as adopted includes the certified values from the BCAD. Delinquent tax collections, penalties, and interest are based on trend analysis.

As a Home Rule Charter city, the City of Manvel is not limited by law in the amount of debt it may issue. Under Article XI, Section 5 of the State of Texas Constitution and the City Charter, the maximum tax rate for all purposes is \$2.50 per \$100 of assessed valuation.

===== FY2020-21 ANNUAL BUDGET =====

DEBT SERVICE FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Debt Service Fund Revenues							
Ad Valorem Taxes Revenues							
30.01.4000 Current Ad Valorem Tax Rev.	635,848	893,094	1,832,543	1,819,714	1,819,714	1,778,562	1,969,182
30.01.4005 Personal Property Taxes	68	-	-	-	-	-	-
30.01.4010 Delinquent Ad Valorem Tax Revenue	11,360	18,283	23,732	15,000	15,000	44,405	25,000
30.01.4011 P&I on Ad Valorem Taxes	4,968	5,898	9,877	6,000	6,000	9,082	-
Total Ad Valorem Taxes Revenues	652,244	917,275	1,866,152	1,840,714	1,840,714	1,832,049	1,994,182
Interest Revenues							
30.06.4600 Interest Income	5,134	5,006	39,012	30,000	30,000	13,468	20,000
Total Interest Revenues	5,134	5,006	39,012	30,000	30,000	13,468	20,000
Other Revenues							
30.07.4811 Other Income	-	400	-	-	-	-	-
Total Other Revenues	-	400	-	-	-	-	-
Transfers-In Revenues							
30.09.4960 Transfer In - MEDC Fund	94,311	92,654	90,996	89,339	89,339	89,339	92,632
Total Transfers-In Revenues	94,311	92,654	90,996	89,339	89,339	89,339	92,632
Total Debt Service Fund Revenues	751,689	1,015,335	1,996,160	1,960,053	1,960,053	1,934,856	2,106,814
Debt Service Fund Expenditures							
Commodities							
30.10.5232 Other/Misc Expenses	161,782	-	-	-	-	-	-
Total Commodities	161,782	-	-	-	-	-	-
Other Services							
30.91.7001 Bond Principal	500,000	700,000	1,145,000	1,215,000	1,215,000	1,215,000	1,355,000
30.91.7100 Interest Expense	189,228	284,705	671,732	589,339	589,339	657,240	654,762
30.91.7102 Fiscal Agent Fees	850	1,770	2,150	5,000	5,000	2,150	5,000
30.91.7105 Bond Issuance Costs	4,435	-	-	-	-	3,445	-
Total Other Services	694,513	986,475	1,818,882	1,809,339	1,809,339	1,877,835	2,014,762
Transfers Out							
30.10.8650 Transfer to Capital Projects Fund	-	-	-	-	-	-	-
30.10.8540 Transfer to Utility Fund	-	-	-	-	-	-	-
Total Transfers Out	-	-	-	-	-	-	-
Total Debt Service Fund Expenditures	856,295	986,475	1,818,882	1,809,339	1,809,339	1,877,835	2,014,762

Long-Term Debt Principal Balances by Year (Using Current Debt Service Schedules)

	2013 Certificate of Obligation	2014 Tax Notes	2015 GO Refunding	2016 Certificate of Obligation	2017 Certificate of Obligation	2018 Certificate of Obligation	2019 Certificate of Obligation	TOTAL DEBT
9/30/2020	1,510,000	320,000	1,390,000	3,680,000	3,235,000	9,175,000	3,445,000	22,755,000
9/30/2021	1,410,000	160,000	1,170,000	3,450,000	3,105,000	8,785,000	3,320,000	21,400,000
9/30/2022	1,305,000	0	945,000	3,220,000	2,965,000	8,385,000	3,195,000	20,015,000
9/30/2023	1,200,000	0	715,000	2,990,000	2,820,000	7,970,000	3,060,000	18,755,000
9/30/2024	1,090,000	0	480,000	2,760,000	2,670,000	7,545,000	2,920,000	17,465,000
9/30/2025	980,000	0	240,000	2,530,000	2,515,000	7,105,000	2,775,000	16,145,000
9/30/2026	870,000	0	0	2,300,000	2,355,000	6,655,000	2,625,000	14,805,000
9/30/2027	755,000	0	0	2,070,000	2,190,000	6,190,000	2,470,000	13,675,000
9/30/2028	635,000	0	0	1,840,000	2,020,000	5,710,000	2,310,000	12,515,000
9/30/2029	515,000	0	0	1,610,000	1,845,000	5,215,000	2,140,000	11,325,000
9/30/2030	390,000	0	0	1,380,000	1,665,000	4,705,000	1,965,000	10,105,000
9/30/2031	265,000	0	0	1,150,000	1,480,000	4,180,000	1,785,000	8,860,000
9/30/2032	135,000	0	0	920,000	1,285,000	3,640,000	1,605,000	7,585,000
9/30/2033	0	0	0	690,000	1,085,000	3,080,000	1,420,000	6,275,000
9/30/2034	0	0	0	460,000	880,000	2,505,000	1,230,000	5,075,000
9/30/2035	0	0	0	230,000	670,000	1,910,000	1,035,000	3,845,000
9/30/2036	0	0	0	0	455,000	1,295,000	835,000	2,585,000
9/30/2037	0	0	0	0	230,000	660,000	635,000	1,525,000
9/30/2038	0	0	0	0	0	0	430,000	430,000
9/30/2039	0	0	0	0	0	0	220,000	220,000
9/30/2040	0	0	0	0	0	0	0	0

Long-Term Debt Principal and Interest Payments by Year

	2013 CO		2014 Tax Note		2015 GO		2016 GO	
	Prin	Int	Prin	Int	Prin	Int	Prin	Int
FY21	100,000	34,700	160,000	4,680	220,000	27,800	230,000	106,950
FY22	105,000	32,930	160,000	1,560	225,000	23,400	230,000	100,050
FY23	105,000	30,988			230,000	18,900	230,000	93,150
FY24	110,000	28,835			235,000	14,200	230,000	86,250
FY25	110,000	26,525			240,000	9,600	230,000	79,350
FY26	110,000	24,105			240,000	4,800	230,000	72,450
FY27	115,000	21,518					230,000	65,550
FY28	120,000	18,755					230,000	58,650
FY29	120,000	15,875					230,000	51,750
FY30	125,000	12,748					230,000	44,850
FY31	125,000	9,373					230,000	37,950
FY32	130,000	5,800					230,000	31,050
FY33	135,000	1,958					230,000	24,150
FY34							230,000	17,250
FY35							230,000	10,350
FY36							230,000	3,450
FY37								
FY38								
FY39								
FY40								
	\$1,510,000	\$264,108	\$320,000	\$6,240	\$1,390,000	\$98,700	\$3,680,000	\$883,200

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

	2017 CO		2018 CO		2019 CO		TOTAL	
	Prin	Int	Prin	Int	Prin	Int	Prin	Int
FY21	130,000	102,219	390,000	280,319	125,000	98,094	1,355,000	654,762
FY22	140,000	96,819	400,000	268,469	125,000	93,094	1,385,000	616,322
FY23	145,000	91,119	415,000	256,244	135,000	87,894	1,260,000	578,294
FY24	150,000	85,219	425,000	243,644	140,000	82,394	1,290,000	540,542
FY25	155,000	79,119	440,000	230,669	145,000	76,694	1,320,000	501,957
FY26	160,000	73,619	450,000	217,319	150,000	70,794	1,340,000	463,087
FY27	165,000	68,744	465,000	203,594	155,000	64,694	1,130,000	424,099
FY28	170,000	63,719	480,000	189,419	160,000	58,394	1,160,000	388,937
FY29	175,000	58,544	495,000	174,794	170,000	51,794	1,190,000	352,757
FY30	180,000	53,219	510,000	159,719	175,000	46,644	1,220,000	317,179
FY31	185,000	47,744	525,000	144,194	180,000	43,094	1,245,000	282,354
FY32	195,000	42,044	540,000	128,219	180,000	39,381	1,275,000	246,493
FY33	200,000	36,119	560,000	111,369	185,000	35,503	1,310,000	209,098
FY34	205,000	30,044	575,000	93,634	190,000	31,400	1,200,000	172,328
FY35	210,000	23,819	595,000	74,981	195,000	27,069	1,230,000	136,219
FY36	215,000	17,444	615,000	55,319	200,000	22,625	1,260,000	98,838
FY37	225,000	10,703	635,000	34,213	200,000	18,125	1,060,000	63,041
FY38	230,000	3,594	660,000	11,550	205,000	13,312	1,095,000	28,456
FY39					210,000	8,125	210,000	8,125
FY40					220,000	2,750	220,000	2,750
	\$3,235,000	\$983,847	\$9,175,000	\$2,877,666	\$3,445,000	\$971,874	\$22,755,000	\$6,085,634

Certificates of Obligation - Series 2013

	PRINCIPAL	INTEREST	TOTAL
2/15/2021	100,000.00	17,762.50	117,762.50
8/15/2021		16,937.50	16,937.50
2/15/2022	105,000.00	16,937.50	121,937.50
8/15/2022		15,992.50	15,992.50
2/15/2023	105,000.00	15,992.50	120,992.50
8/15/2023		14,995.00	14,995.00
2/15/2024	110,000.00	14,995.00	124,995.00
8/15/2024		13,840.00	13,840.00
2/15/2025	110,000.00	13,840.00	123,840.00
8/15/2025		12,685.00	12,685.00
2/15/2026	110,000.00	12,685.00	122,685.00
8/15/2026		11,420.00	11,420.00
2/15/2027	115,000.00	11,420.00	126,420.00
8/15/2027		10,097.50	10,097.50
2/15/2028	120,000.00	10,097.50	130,097.50
8/15/2028		8,657.50	8,657.50
2/15/2029	120,000.00	8,657.50	128,657.50
8/15/2029		7,217.50	7,217.50
2/15/2030	125,000.00	7,217.50	132,217.50
8/15/2030		5,530.00	5,530.00
2/15/2031	125,000.00	5,530.00	130,530.00
8/15/2031		3,842.50	3,842.50
2/15/2032	130,000.00	3,842.50	133,842.50
8/15/2032		1,957.50	1,957.50
2/15/2033	135,000.00	1,957.50	136,957.50
	\$1,510,000.00	\$264,107.50	\$1,774,107.50

Tax Notes - Series 2014

	PRINCIPAL	INTEREST	TOTAL
12/1/2020	160,000.00	3,120.00	163,120.00
6/1/2021		1,560.00	1,560.00
12/1/2021	160,000.00	1,560.00	161,560.00
	\$320,000.00	\$6,240.00	\$326,240.00

GO Refunding Bonds - Series 2015

	PRINCIPAL	INTEREST	TOTAL
2/15/2021		13,900.00	13,900.00
8/15/2021	220,000.00	13,900.00	233,900.00
2/15/2022		11,700.00	11,700.00
8/15/2022	225,000.00	11,700.00	236,700.00
2/15/2023		9,450.00	9,450.00
8/15/2023	230,000.00	9,450.00	239,450.00
2/15/2024		7,100.00	7,100.00
8/15/2024	235,000.00	7,100.00	242,100.00
2/15/2025		4,800.00	4,800.00
8/15/2025	240,000.00	4,800.00	244,800.00
2/15/2026		2,400.00	2,400.00
8/15/2026	240,000.00	2,400.00	242,400.00
	\$1,390,000.00	\$98,700.00	\$1,488,700.00

Certificates of Obligation - Series 2016

	PRINCIPAL	INTEREST	TOTAL
2/15/2021	230,000.00	55,200.00	285,200.00
8/15/2021		51,750.00	51,750.00
2/15/2022	230,000.00	51,750.00	281,750.00
8/15/2022		48,300.00	48,300.00
2/15/2023	230,000.00	48,300.00	278,300.00
8/15/2023		44,850.00	44,850.00
2/15/2024	230,000.00	44,850.00	274,850.00
8/15/2024		41,400.00	41,400.00
2/15/2025	230,000.00	41,400.00	271,400.00
8/15/2025		37,950.00	37,950.00
2/15/2026	230,000.00	37,950.00	267,950.00
8/15/2026		34,500.00	34,500.00
2/15/2027	230,000.00	34,500.00	264,500.00
8/15/2027		31,050.00	31,050.00
2/15/2028	230,000.00	31,050.00	261,050.00
8/15/2028		27,600.00	27,600.00
2/15/2029	230,000.00	27,600.00	257,600.00
8/15/2029		24,150.00	24,150.00
2/15/2030	230,000.00	24,150.00	254,150.00
8/15/2030		20,700.00	20,700.00
2/15/2031	230,000.00	20,700.00	250,700.00
8/15/2031		17,250.00	17,250.00
2/15/2032	230,000.00	17,250.00	247,250.00
8/15/2032		13,800.00	13,800.00
2/15/2033	230,000.00	13,800.00	243,800.00
8/15/2033		10,350.00	10,350.00
2/15/2034	230,000.00	10,350.00	240,350.00
8/15/2034		6,900.00	6,900.00
2/15/2035	230,000.00	6,900.00	236,900.00
8/15/2035		3,450.00	3,450.00
2/15/2036	230,000.00	3,450.00	233,450.00
	\$3,680,000.00	\$883,200.00	\$4,563,200.00

Certificates of Obligation - Series 2017

	PRINCIPAL	INTEREST	TOTAL
2/15/2021	130,000.00	52,409.38	182,409.38
8/15/2021		49,809.38	49,809.38
2/15/2022	140,000.00	49,809.38	189,809.38
8/15/2022		47,009.38	47,009.38
2/15/2023	145,000.00	47,009.38	192,009.38
8/15/2023		44,109.38	44,109.38
2/15/2024	150,000.00	44,109.38	194,109.38
8/15/2024		41,109.38	41,109.38
2/15/2025	155,000.00	41,109.38	196,109.38
8/15/2025		38,009.38	38,009.38
2/15/2026	160,000.00	38,009.38	198,009.38
8/15/2026		35,609.38	35,609.38
2/15/2027	165,000.00	35,609.38	200,609.38
8/15/2027		33,134.38	33,134.38
2/15/2028	170,000.00	33,134.38	203,134.38
8/15/2028		30,584.38	30,584.38
2/15/2029	175,000.00	30,584.38	205,584.38
8/15/2029		27,959.38	27,959.38
2/15/2030	180,000.00	27,959.38	207,959.38
8/15/2030		25,259.38	25,259.38
2/15/2031	185,000.00	25,259.38	210,259.38
8/15/2031		22,484.38	22,484.38
2/15/2032	195,000.00	22,484.38	217,484.38
8/15/2032		19,559.38	19,559.38
2/15/2033	200,000.00	19,559.38	219,559.38
8/15/2033		16,559.38	16,559.38
2/15/2034	205,000.00	16,559.38	221,559.38
8/15/2034		13,484.38	13,484.38
2/15/2035	210,000.00	13,484.38	223,484.38
8/15/2035		10,334.38	10,334.38
2/15/2036	215,000.00	10,334.38	225,334.38
8/15/2036		7,109.38	7,109.38
2/15/2037	225,000.00	7,109.38	232,109.38
8/15/2037		3,593.75	3,593.75
2/15/2038	230,000.00	3,593.75	233,593.75
	\$3,235,000.00	\$983,847.04	\$4,218,847.04

Certificates of Obligation - Series 2018

	PRINCIPAL	INTEREST	TOTAL
2/15/2021	390,000.00	143,084.38	533,084.38
8/15/2021		137,234.38	137,234.38
2/15/2022	400,000.00	137,234.38	537,234.38
8/15/2022		131,234.38	131,234.38
2/15/2023	415,000.00	131,234.38	546,234.38
8/15/2023		125,009.38	125,009.38
2/15/2024	425,000.00	125,009.38	550,009.38
8/15/2024		118,634.38	118,634.38
2/15/2025	440,000.00	118,634.38	558,634.38
8/15/2025		112,034.38	112,034.38
2/15/2026	450,000.00	112,034.38	562,034.38
8/15/2026		105,284.38	105,284.38
2/15/2027	465,000.00	105,284.38	570,284.38
8/15/2027		98,309.38	98,309.38
2/15/2028	480,000.00	98,309.38	578,309.38
8/15/2028		91,109.38	91,109.38
2/15/2029	495,000.00	91,109.38	586,109.38
8/15/2029		83,684.38	83,684.38
2/15/2030	510,000.00	83,684.38	593,684.38
8/15/2030		76,034.38	76,034.38
2/15/2031	525,000.00	76,034.38	601,034.38
8/15/2031		68,159.38	68,159.38
2/15/2032	540,000.00	68,159.38	608,159.38
8/15/2032		60,059.30	60,059.30
2/15/2033	560,000.00	60,059.30	620,059.30
8/15/2033		51,309.38	51,309.38
2/15/2034	575,000.00	51,309.38	626,309.38
8/15/2034		42,325.00	42,325.00
2/15/2035	595,000.00	42,325.00	637,325.00
8/15/2035		32,656.25	32,656.25
2/15/2036	615,000.00	32,656.25	647,656.25
8/15/2036		22,662.50	22,662.50
2/15/2037	635,000.00	22,662.50	657,662.50
8/15/2037		11,550.00	11,550.00
2/15/2038	660,000.00	11,550.00	671,550.00
	\$9,175,000.00	\$2,877,665.60	\$12,052,665.60

Certificates of Obligation - Series 2019

	PRINCIPAL	INTEREST	TOTAL
2/15/2021	125,000.00	50,296.88	175,296.88
8/15/2021		47,796.88	47,796.88
2/15/2022	125,000.00	47,796.88	172,796.88
8/15/2022		45,296.88	45,296.88
2/15/2023	135,000.00	45,296.88	180,296.88
8/15/2023		42,596.88	42,596.88
2/15/2024	140,000.00	42,596.88	182,596.88
8/15/2024		39,796.88	39,796.88
2/15/2025	145,000.00	39,796.88	184,796.88
8/15/2025		36,896.88	36,896.88
2/15/2026	150,000.00	36,896.88	186,896.88
8/15/2026		33,896.88	33,896.88
2/15/2027	155,000.00	33,896.88	188,896.88
8/15/2027		30,796.88	30,796.88
2/15/2028	160,000.00	30,796.88	190,796.88
8/15/2028		27,596.88	27,596.88
2/15/2029	170,000.00	27,596.88	197,596.88
8/15/2029		24,196.88	24,196.88
2/15/2030	175,000.00	24,196.88	199,196.88
8/15/2030		22,446.88	22,446.88
2/15/2031	180,000.00	22,446.88	202,446.88
8/15/2031		20,646.88	20,646.88
2/15/2032	180,000.00	20,646.88	200,646.88
8/15/2032		18,734.38	18,734.38
2/15/2033	185,000.00	18,734.38	203,734.38
8/15/2033		16,768.75	16,768.75
2/15/2034	190,000.00	16,768.75	206,768.75
8/15/2034		14,631.25	14,631.25
2/15/2035	195,000.00	14,631.25	209,631.25
8/15/2035		12,437.50	12,437.50
2/15/2036	200,000.00	12,437.50	212,437.50
8/15/2036		10,187.50	10,187.50
2/15/2037	200,000.00	10,187.50	210,187.50
8/15/2037		7,937.50	7,937.50
2/15/2038	205,000.00	7,937.50	212,937.50
8/15/2038		5,375.00	5,375.00
2/15/2039	210,000.00	5,375.00	215,375.00
8/15/2039		2,750.00	2,750.00
2/15/2040	220,000.00	2,750.00	222,750.00
	\$3,445,000.00	\$971,872.00	\$4,416,872.00

Section 11 - Capital Project Funds



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

The Capital Projects Bond Fund provides for the accounting of projects over \$25,000 that are expected to take longer than the annual budget appropriates and has a useful life of more than 5 years. These projects have the added stipulation that all or some of the moneys used are generated from bond issuances.

===== FY2020-21 ANNUAL BUDGET =====

CAPITAL PROJECTS FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Capital Projects Fund Revenues							
Interest Revenues							
50.06.4600 Interest Income	-	135,473	58,478	-	60,000	32,209	200,000
Total Interest Revenues	-	135,473	58,478	-	60,000	32,209	200,000
Other Revenues							
50.07.4704 Grant Revenues	-	140,087	-	-	-	-	322,000
50.07.4811 Other Income	29	50,000	-	-	-	500,000	1,950,000
50.07.4820 Loan Financing Proceeds	-	-	-	-	-	-	-
50.07.4830 Bond Proceeds	4,513,573	13,360,000	-	-	-	-	-
50.07.4831 Bond Premium	-	230,869	-	-	-	-	-
50.07.4835 HSC Contribution	-	-	-	-	-	-	-
50.07.4836 TWDB Funding	138,052	-	-	-	-	-	-
Total Other Revenues	4,651,654	13,780,956	-	-	-	500,000	2,272,000
Transfers-In Revenues							
50.07.4950 Transfer In - Gen Fund	493,199	1,725,000	695,000	-	-	-	-
50.07.4952 Transfer In - Debt Service Fund	-	-	-	-	-	-	-
50.07.4960 Transfer In - MEDC Fund	187,548	789,097	-	-	1,465,000	700,000	765,000
50.07.4963 Transfer In - Impact Fee Fund	-	310,000	400,000	-	400,000	463,838	487,000
50.09.4964 Transfer In - Cap Proj Bond Fund	-	-	-	-	-	-	14,101,956
50.09.4811 Other Income	-	-	-	-	-	-	-
50.09.4950 Transfer In - Gen Fund	-	-	-	-	-	-	350,000
Total Transfers-In Revenues	680,747	2,824,097	1,095,000	-	1,865,000	1,163,838	15,703,956
Total Capital Projects Fund Revenues	5,332,401	16,740,526	1,153,478	-	1,925,000	1,696,047	18,175,956
Capital Projects Fund Expenditures							
Personnel							
50.91.5000 Salaries	-	-	-	-	100,000	-	100,000
Total Personnel Costs	-	-	-	-	100,000	-	100,000

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	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Capital Projects Fund Revenues							
Capital Outlays							
50.91.7105 Bond Issuance Costs	-	282,299	-	-	-	-	-
50.91.7401 Park Master Plan	11,600	-	-	-	-	-	-
50.91.7402 Regional Water Plan	49,975	-	-	-	150,000	-	-
50.91.7403 Regional Wastewater Plan	24,417	-	-	-	150,000	-	-
50.91.7404 City Hall Front Parking Lot	45,005	-	-	-	-	-	-
50.91.7405 Monument Sign	-	-	-	-	-	-	-
50.91.7406 Staffing Growth & Human Resource Pla	-	-	-	-	-	-	-
50.91.7407 Long Term Strategic Technology Plan	-	-	-	-	-	-	-
50.91.7408 City Hall Bldg-Expansion	-	3,212	434,400	-	-	1,874,717	-
50.91.7409 Rogers/Holley Street Construction	15,000	23,325	1,622	-	-	-	-
50.91.7410 Technology Equipment	103,742	314	-	-	-	-	-
50.91.7411 Hwy 6 Land Purchase	-	-	-	-	-	-	-
50.91.7501 Hwy 6 Water and Sewer	-	-	-	-	-	-	-
50.91.7502 Water Plant Improvements	111,636	182,726	-	-	-	-	750,000
50.91.7503 Waterline Replacement-Roger Rd-W of	183,643	-	-	-	-	-	-
50.91.7504 Large Ave WW Line	9,803	807,898	-	-	-	-	-
50.91.7505 Hwy 6 Waterline Extension	-	-	-	-	-	-	-
50.91.7506 Elevated Storage Tank	-	-	-	-	-	-	2,200,000
50.91.7507 Surface Water Rights Acquisition	-	-	-	-	-	-	300,000
50.91.7508 Regional WWTP	-	-	-	-	-	-	-
50.91.7509 Street Maintenance Plan	-	-	-	-	-	-	-
50.91.7510 Tankersley Waterline Loop	-	30,338	305,800	-	-	5,000	-
50.91.7511 Municipal Complex	-	4,696,262	-	-	-	-	4,607,155
50.91.7512 Rogers Road West Waterline Loop	-	169,707	-	-	-	-	-
50.91.7513 Little Rascals Econ Dev Project	-	-	117,506	-	-	-	-
50.91.7514 Mustang Bayou Surface Water Rights	-	-	-	-	-	-	-
50.91.7515 West Waterline Loop	-	-	-	-	-	-	-
50.91.7516 East WWTP	-	-	-	-	-	-	1,531,121
50.91.7515 Waterplant Improvements - Phase 3	-	-	-	-	-	-	-
50.91.7517 West WWTP	-	-	-	-	-	-	1,572,660
50.91.7518 Cemetary Waterline Loop	-	-	28,400	-	-	261,541	-
50.91.7521 West Side Water Line Loop	-	-	-	-	800,000	-	-
50.91.7523 Purchases of Land	-	-	495,000	-	-	-	-
50.91.7526 Westside Waterline Loop Phase 1	-	-	-	-	-	-	-
50.91.7527 Hwy 288 Waterline Interconnect	-	-	-	-	-	-	400,000
50.91.7528 Manvel Parkway Waterline Extension	-	-	-	-	-	-	400,000
50.91.7529 FM 1128 Waterline Extension Ph 2	-	-	-	-	-	-	-
50.91.7522 Almost Heaven	-	-	-	-	-	-	500,000
50.91.7524 Master/Jordan Land Development	-	-	-	-	-	-	265,083
50.91.7525 Large Ave Phase 3	-	-	-	-	-	-	663,500
50.91.7530 IT Project	-	-	-	-	-	-	250,000
50.91.7531 Building Planning	-	-	-	-	-	-	100,000
50.91.7532 Wastewater Improvements	-	-	-	-	-	-	1,750,000
50.91.7533 SCADA Improvements	-	-	-	-	-	-	322,000
50.91.7550 12-inch East Interceptor Sewer	-	-	-	-	-	-	-
50.91.7556 Construction - WWTP	-	-	-	-	-	-	-
50.91.7559 Other Projects	145	8,791	-	-	-	-	-
Total Capital Outlays	554,966	6,204,872	1,382,728	-	1,100,000	2,141,258	15,611,519
Transfers Out							
50.95.8651 Transfer Out - Cap Proj Bond Fund	-	-	13,076,677	-	1,465,000	700,000	-
50.95.8590 Transfer Out - Debt Service Fund	-	-	-	-	-	-	-
50.95.8592 Transfer Out - Parks Fund	100,000	-	-	-	-	-	-
Total Transfers Out	100,000	-	13,076,677	-	1,465,000	700,000	-
Total Capital Projects Fund Expenditures	654,966	6,204,872	14,459,405	-	2,665,000	2,841,258	15,711,519
Net Revenues over (Expenditures)	4,677,435	10,535,654	(13,305,927)	-	(740,000)	(1,145,211)	2,464,437
Fund Balance - Beginning	-	-	-	-	2,343,933	2,343,933	1,043,762
Fund Balance - Ending	4,677,435	10,535,654	(13,305,927)	-	1,603,933	1,198,722	3,508,199

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CAPITAL PROJECTS BOND FUND

	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Original Budget	FY 2019-20 Revised Budget	FY 2019-20 Estimated Totals	FY 2020-21 Proposed Budget
Capital Projects Fund Revenues							
Interest Revenues							
51.06.4600 Interest Income	-	-	3	250,000	250,000	124,692	-
51.51.4600 Interest Income	-	-	276,696	-	-	-	-
Total Interest Revenues	-	-	276,699	250,000	250,000	124,692	-
Other Revenues							
51.07.4830 Bond Proceeds	-	-	-	-	3,445,000	3,445,000	-
51.07.4831 Bond Premium	-	-	-	-	59,535	60,187	-
Total Other Revenues	-	-	-	-	3,504,535	3,505,187	-
Transfers-In Revenues							
51.09.4999 Transfer From Fund Balance	-	-	-	-	-	-	14,101,956
51.51.4954 Transfer In - Capital Projects Fund	-	-	13,076,677	765,000	1,465,000	700,000	-
Total Transfers-In Revenues	-	-	13,076,677	765,000	1,465,000	700,000	14,101,956
Total Capital Projects Fund Revenues	-	-	13,353,376	1,015,000	5,219,535	4,329,879	14,101,956
Capital Projects Fund Expenditures							
Capital Outlays							
51.51.7506 Elevated Storage Tank	-	-	-	2,200,000	2,200,000	-	-
51.51.7507 Surface Water Rights Acquisition	-	-	24,562	300,000	300,000	294,749	-
51.51.7511 Municipal Complex	-	-	4,100	4,608,527	4,608,527	401,605	-
51.51.7519 East WWTP	-	-	-	1,531,121	1,531,121	-	-
51.51.7520 West WWTP	-	-	-	1,572,660	1,572,660	-	-
51.51.7521 West Water Loop	-	-	-	-	-	-	-
51.51.7522 Almost Heaven	-	-	-	500,000	500,000	-	-
51.51.7524 Masters/Jordan Land Development	-	-	-	-	3,504,535	3,226,452	-
51.51.7525 Large Avenue Phase 3	-	-	-	-	700,000	53,000	-
51.51.8010 Payments to Escrow Agents	-	-	13,000	-	-	-	-
Total Capital Outlays	-	-	41,662	10,712,308	14,916,843	3,975,806	-
Transfers Out							
51.51.8582 Transfer Out - Cap Proj Fund	-	-	-	-	-	-	14,101,956
Total Transfers Out	-	-	-	-	-	-	14,101,956
Total Capital Projects Fund Expenditures	-	-	41,662	10,712,308	14,916,843	3,975,806	14,101,956

Section 12 - Capital Improvements Program (CIP)



The City of Manvel Capital Improvements Program (CIP) is a process by which the City develops a multi-year plan for major capital expenditures that matches available resources and satisfies the City tax rate stabilization objective. The threshold for capital projects was established as projects that exceed \$25,000.

The current CIP is used as a planning tool and provides for construction or acquired assets over a five (5) year period. Projects are analyzed and funded based on funding needs and projections. On some occasions, other sources of funding are made to allow the total project to occur.

Some planned projects in the future involve the purchase of services and land and may not require future maintenance. Those facility projects that are planned will require additional utility and maintenance and often are not material.

Per City Charter, the CIP will continue to be reviewed and updated on an annual basis. The update will consist of both new projects and added updates to existing projects. Updates may include revised scope, cost, or scheduling, as appropriate. The City's FY2016-2020 identified 30 Projects which have been slightly modified as a result of added needs or retooled programs.

Project List by Type

Planning Projects

Master Water Plan	Building Planning
Master Wastewater Plan	

Water Projects

Cemetery Water Line Loop	Water Plant Improvements
FM 1128 Water Line Extension	Hwy 288 Water Line Interconnect
Elevated Storage Tank	Manvel Parkway Water Line Extension
SCADA Improvements	

Surface Water Projects

Surface Water Rights Acquisition

Facilities Projects

City Center/Municipal Complex	City Hall Building Expansion
Masters/Jordan Development	IT Project

Street Projects

Large Avenue	Masters Road Rehab Phase 2
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Wastewater Projects

Regional WWTPs	WW Improvements
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Parks Projects

Police Station Park Renovation	Sand Pit Park Improvements
Croix Memorial Park Renovation	Neighborhood Park Prototype (1.2-2 acres)
Multi-Purpose Trail System	Neighborhood Park Prototype (4-6 acres)
Almost Heaven Park Improvements	

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REGIONAL WATER PLAN

Project Name:	Regional Water Plan						Status:	In Progress
Project Description:	The purpose of the master water plan is to evaluate the existing water distribution system, identify future water demands to be met by the system, identify recommended improvements, and serve as a guiding document for future capital projects and developer-driven initiatives.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$100,000			\$100,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding		\$150,000					\$150,000
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services		\$150,000					\$150,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction							\$0
Equipment							\$0
Other							\$0
Project Total	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance							\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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REGIONAL WASTEWATER PLAN

Project Name:	Regional Wastewater Plan						Status:	In Progress
Project Description:	The goals of the master wastewater plan are to develop wastewater flow projections for existing and future developments, conduct wastewater system analyses, and identify and develop wastewater system improvement recommendations for collection and treatment projects.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
					\$100,000		\$100,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding		\$150,000					\$150,000
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services		\$150,000					\$150,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction							\$0
Equipment							\$0
Other							\$0
Project Total	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance							\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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BUILDING PLANNING

Project Name:	Building Planning						Status:	In Progress
Project Description:	Building planning includes designs for the new police station at the City Complex and/or designs for a new building to house the Public Works/Utilities equipment and vehicles.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
	\$100,000						\$100,000	
Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
General Obligation Bond							\$0	
Certificate of Obligation							\$0	
City Funding			\$100,000				\$100,000	
Utility Funding							\$0	
Impact Fees							\$0	
Other							\$0	
Funding Total	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000	
Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Professional Services			\$100,000				\$100,000	
Studies/Analysis							\$0	
Land/ROW							\$0	
Construction							\$0	
Equipment							\$0	
Other							\$0	
Project Total	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000	
Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Personnel							\$0	
Operation & Maintenance							\$0	
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

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CEMETERY WATERLINE LOOP

Project Name:	Cemetery Waterline Loop						Status:	In Progress
Project Description:	The Cemetery Waterline Loop connects the existing 12-inch water line on Cemetery to the existing 8-inch water line on Lewis Ln. As such, this project consists of appx. 2,500 linear feet of 8-inch water line. This will provide an additional waterline loop to the City's mains in this area greatly improving water quality, water pressure, water flow, and fire protection.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$400,000			\$400,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding							\$0
Utility Funding							\$0
Impact Fees	\$50,000	\$350,000					\$400,000
Other							\$0
Funding Total	\$50,000	\$350,000	\$0	\$0	\$0	\$0	\$400,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services	\$22,000	\$0					\$22,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction	\$28,000	\$316,250					\$344,250
Equipment							\$0
Other		\$33,750					\$33,750
Project Total	\$50,000	\$350,000	\$0	\$0	\$0	\$0	\$400,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance			\$1,000	\$1,000	\$1,000	\$1,000	\$4,000
Total	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$4,000

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FM 1128 WATER LINE EXTENSION PHASE 2

Project Name:	FM 1128 Water Line Extension Phase 2						Status:	Future
Project Description:	This project consists of approximately 9,000 linear feet of 12-inch water lines along FM 1128 from Tankersley to Chocolate Bayou. This project will provide a significant extension to the northern reaches of FM 1128 providing drinking water and fire protection while possibly improving economic development.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$950,000			\$950,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation					\$950,000		\$950,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$0	\$0	\$950,000	\$0	\$950,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services					\$100,000		\$100,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction					\$700,000		\$700,000
Equipment							\$0
Other					\$150,000		\$150,000
Project Total	\$0	\$0	\$0	\$0	\$950,000	\$0	\$950,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance					\$500	\$1,000	\$1,500
Total	\$0	\$0	\$0	\$0	\$500	\$1,000	\$1,500

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ELEVATED STORAGE TANK

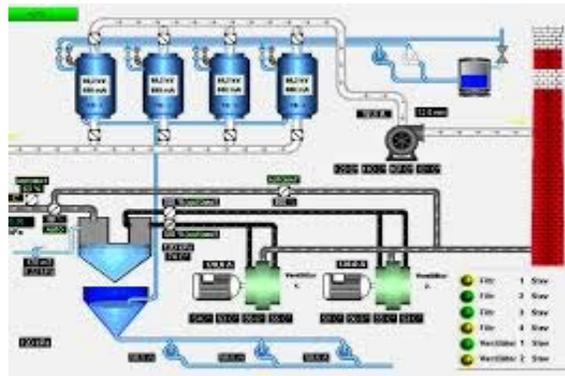
Project Name:	Elevated Storage Tank						Status:	Future
Project Description:	TCEQ regulations require elevated storage capacity of 100 gallons per connection for systems with more than 2,500 connections. Currently, the City serves approximately 800 connections. With the anticipated growth in Manvel, the trigger of 2,500 could be reached soon.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$2,200,000			\$2,200,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation			\$1,050,000	\$1,150,000			\$2,200,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$1,050,000	\$1,150,000	\$0	\$0	\$2,200,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services			\$150,000				\$150,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction			\$900,000	\$900,000			\$1,800,000
Equipment							\$0
Other				\$250,000			\$250,000
Project Total	\$0	\$0	\$1,050,000	\$1,150,000	\$0	\$0	\$2,200,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel					\$2,500	\$2,625	\$5,125
Operation & Maintenance					\$1,000	\$1,100	\$2,100
Total	\$0	\$0	\$0	\$0	\$3,500	\$3,725	\$7,225

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SCADA IMPROVEMENTS

Project Name:	SCADA Improvements						Status:	Future
Project Description:	Supervisory Control and Data Acquisition (SCADA) systems collect data from assets in the City and report that data back to one central location to make monitoring of the treatment plants, lift stations, and water quality between those point more efficient.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$322,000			\$322,000	
Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
General Obligation Bond							\$0	
Certificate of Obligation							\$0	
City Funding							\$0	
Utility Funding							\$0	
Impact Fees							\$0	
Other			\$322,000				\$322,000	
Funding Total	\$0	\$0	\$322,000	\$0	\$0	\$0	\$322,000	
Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Professional Services							\$0	
Studies/Analysis							\$0	
Land/ROW							\$0	
Construction							\$0	
Equipment			\$322,000				\$322,000	
Other							\$0	
Project Total	\$0	\$0	\$322,000	\$0	\$0	\$0	\$322,000	
Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Personnel							\$0	
Operation & Maintenance							\$0	
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

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WATER PLANT IMPROVEMENTS

Project Name:	Water Plant Improvements						Status:	Future
Project Description:	Developers have agreements with the City to pay for improvements to water plants to provide water to expanding subdivisions within Manvel. These payments are made in incremental blocks and the upgrades to the water/wastewater are handled by the City.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$750,000			\$750,000	
Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
General Obligation Bond							\$0	
Certificate of Obligation							\$0	
City Funding							\$0	
Utility Funding							\$0	
Impact Fees							\$0	
Other			\$750,000				\$750,000	
Funding Total	\$0	\$0	\$750,000	\$0	\$0	\$0	\$750,000	
Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Professional Services							\$0	
Studies/Analysis							\$0	
Land/ROW							\$0	
Construction							\$0	
Equipment							\$0	
Other			\$750,000				\$750,000	
Project Total	\$0	\$0	\$750,000	\$0	\$0	\$0	\$750,000	
Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Personnel							\$0	
Operation & Maintenance							\$0	
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

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HWY 288 WATER LINE INTERCONNECT

Project Name:	Hwy 288 Water Line Interconnect						Status:	Future
Project Description:	Replacing the West Side Water Loop project, this along with the Manvel Parkway Water Line Extension project will extend the line from the existing 12-inch water line on SH 6 to the MUD 29 Water Plant.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$803,275			\$803,275	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding							\$0
Utility Funding							\$0
Impact Fees			\$400,000	\$403,275			\$803,275
Other							\$0
Funding Total	\$0	\$0	\$400,000	\$403,275	\$0	\$0	\$803,275

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services			\$120,491				\$120,491
Studies/Analysis							\$0
Land/ROW							\$0
Construction			\$279,509	\$403,275			\$682,784
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$400,000	\$403,275	\$0	\$0	\$803,275

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance					\$7,000	\$7,000	\$14,000
Total	\$0	\$0	\$0	\$0	\$7,000	\$7,000	\$14,000

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MANVEL PARKWAY WATER LINE EXTENSION

Project Name:	Manvel Parkway Water Line Extension						Status:	Future
Project Description:	Replacing the West Side Water Loop project, this along with the Hwy 288 Water Line Interconnect project will extend the line from the existing 12-inch water line on SH 6 to the MUD 29 Water Plant.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
				\$803,276			\$803,276	
Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
General Obligation Bond							\$0	
Certificate of Obligation							\$0	
City Funding							\$0	
Utility Funding							\$0	
Impact Fees			\$400,000	\$403,276			\$803,276	
Other							\$0	
Funding Total	\$0	\$0	\$400,000	\$403,276	\$0	\$0	\$803,276	
Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Professional Services			\$120,491				\$120,491	
Studies/Analysis							\$0	
Land/ROW							\$0	
Construction			\$279,509	\$403,276			\$682,785	
Equipment							\$0	
Other							\$0	
Project Total	\$0	\$0	\$400,000	\$403,276	\$0	\$0	\$803,276	
Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Personnel							\$0	
Operation & Maintenance					\$7,000	\$7,000	\$14,000	
Total	\$0	\$0	\$0	\$0	\$7,000	\$7,000	\$14,000	

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SURFACE WATER RIGHTS ACQUISITION

Project Name:	Surface Water Rights Acquisition						Status:	In Progress
Project Description:	As water demands increase in Manvel, the need to diversify supply sources will also increase. Currently, all the City's drinking water and fire protection come from ground water. In addition to land owner wells, there are also 5 small plants across the City that have a total capacity of about 3 MGD.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
						\$1,500,000	\$1,500,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation		\$300,000	\$300,000	\$300,000	\$300,000		\$1,200,000
City Funding							\$0
Utility Funding						\$300,000	\$300,000
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction							\$0
Equipment							\$0
Other		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
Project Total	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance							\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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CITY CENTER/MUNICIPAL COMPLEX

Project Name:	City Center/Municipal Complex						Status:	In Progress
Project Description:	The City Center reaffirms a commitment to providing a lifestyle rich with small-town charm and sense of community by offering a place for residents, friends and neighbors to come together for special events and for day-to-day interaction. This complex will include a new City Hall, Police Station, Library, Municipal Court, and a sports complex.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
	\$16,000,000						\$16,000,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation	\$4,696,262		\$4,608,527	\$4,000,000	\$2,695,211		\$16,000,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$4,696,262	\$0	\$4,608,527	\$4,000,000	\$2,695,211	\$0	\$16,000,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW	\$4,696,262						\$4,696,262
Construction			\$4,608,527	\$4,000,000	\$2,696,211		\$11,304,738
Equipment							\$0
Other							\$0
Project Total	\$4,696,262	\$0	\$4,608,527	\$4,000,000	\$2,696,211	\$0	\$16,001,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance				\$25,000	\$35,000	\$35,000	\$95,000
Total	\$0	\$0	\$0	\$25,000	\$35,000	\$35,000	\$95,000

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MASTERS/JORDAN LAND DEVELOPMENT

Project Name:	Masters/Jordan Land Development						Status:	In Progress
Project Description:	This land can be used for multiple purposes. The minerals in the ground can be removed and sold with the help of external companies. The land can then be used a retention source to remove potential flood waters and serve as a center to a recreational area.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
	\$1,921,788						\$1,921,788	
Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
General Obligation Bond							\$0	
Certificate of Obligation		\$3,226,452	\$265,083				\$3,491,535	
City Funding							\$0	
Utility Funding							\$0	
Impact Fees							\$0	
Other							\$0	
Funding Total	\$0	\$3,226,452	\$265,083	\$0	\$0	\$0	\$3,491,535	
Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Professional Services							\$0	
Studies/Analysis							\$0	
Land/ROW		\$3,226,452					\$3,226,452	
Construction							\$0	
Equipment							\$0	
Other			\$265,083				\$265,083	
Project Total	\$0	\$3,226,452	\$265,083	\$0	\$0	\$0	\$3,491,535	
Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Personnel							\$0	
Operation & Maintenance							\$0	
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

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CITY HALL BUILDING EXPANSION

Project Name:	City Hall Building Expansion						Status:	In Progress
Project Description:	The existing City Hall facility is under-sized for the current and projected future staff requirements. This expansion would relocate the Administrative offices as well as create much-needed conference rooms and a new chamber for City Council and other meetings.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
	\$1,921,788						\$1,921,788	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding	\$450,000	\$1,471,788					\$1,921,788
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$450,000	\$1,471,788	\$0	\$0	\$0	\$0	\$1,921,788

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services	\$100,000						\$100,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction	\$350,000	\$1,471,788					\$1,821,788
Equipment							\$0
Other							\$0
Project Total	\$450,000	\$1,471,788	\$0	\$0	\$0	\$0	\$1,921,788

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance		\$17,500	\$19,250	\$21,175	\$23,293	\$25,622	\$106,840
Total	\$0	\$17,500	\$19,250	\$21,175	\$23,293	\$25,622	\$106,840

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IT Project

Project Name:	IT Project						Status:	Future
Project Description:	In order to have adequate communications and back-up data, the City needs infrastructure in the form of IT networking. The fiber cables can interconnect City facilities as well as allow for future use with traffic monitoring, wi-fi, and other possibilities.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
	\$1,000,000						\$1,000,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding			\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction							\$0
Equipment							\$0
Other			\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000
Project Total	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance							\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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LARGE AVENUE

Project Name:	Large Avenue						Status:	In Progress
Project Description:	This project consists of constructing a new asphalt roadway with open ditch drainage along Large Road from Palmetto to McCoy. It is anticipated that this connection will improve mobility for emergency vehicles, school traffic, and also allow for a back-up road to SH 6.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
			\$700,000				\$700,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other		\$253,000	\$447,000				\$700,000
Funding Total	\$0	\$253,000	\$447,000	\$0	\$0	\$0	\$700,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services		\$53,000					\$53,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction		\$200,000	\$372,000				\$572,000
Equipment							\$0
Other			\$75,000				\$75,000
Project Total	\$0	\$253,000	\$447,000	\$0	\$0	\$0	\$700,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance			\$500	\$500	\$500	\$1,000	\$2,500
Total	\$0	\$0	\$500	\$500	\$500	\$1,000	\$2,500

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MASTERS ROAD REHAB PHASE 2

Project Name:	Masters Road Rehab Phase 2						Status:	Future
Project Description:	Masters Road south of SH 6 is maintained by the City and was overlaid in 2015. This phase 2 project consists of reclaiming the asphalt roadway from SH 6 to Jordan. There are considerable obstacles under the pavement and the overall width of the road needs to be widened to allow for a safety shoulder.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
			\$570,000				\$570,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation							\$0
City Funding				\$570,000			\$570,000
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$0	\$570,000	\$0	\$0	\$570,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services				\$60,000			\$60,000
Studies/Analysis							\$0
Land/ROW							\$0
Construction				\$410,000			\$410,000
Equipment							\$0
Other				\$100,000			\$100,000
Project Total	\$0	\$0	\$0	\$570,000	\$0	\$0	\$570,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance				\$500	\$1,000	\$1,000	\$2,500
Total	\$0	\$0	\$0	\$500	\$1,000	\$1,000	\$2,500

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REGIONAL WASTEWATER TREATMENT PLANTS

Project Name:	Regional Wastewater Treatment Plants						Status:	Future
Project Description:	Construct a new East Service Area and West Service Area WWTP. Construction is needed to divert infrastructure to pump wastewater from the Central to East Service Area. West Service Area will need consolidation in infrastructure. Extension of wastewater service via gravity lines, lift stations and force mains will be pushed to areas of growth.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
					\$77,503,200		\$77,503,200	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation			\$3,103,781		\$6,000,000	\$396,219	\$9,500,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other					\$23,600,000	\$44,403,200	\$68,003,200
Funding Total	\$0	\$0	\$3,103,781	\$0	\$29,600,000	\$44,799,419	\$77,503,200

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services			\$2,372,531		\$3,428,069	\$2,347,800	\$8,148,400
Studies/Analysis							\$0
Land/ROW			\$731,250		\$1,950,000		\$2,681,250
Construction					\$25,293,150	\$41,380,400	\$66,673,550
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$3,103,781	\$0	\$30,671,219	\$43,728,200	\$77,503,200

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel				\$22,500	\$22,500	\$420,000	\$465,000
Operation & Maintenance				\$162,500	\$162,500	\$1,257,500	\$1,582,500
Total	\$0	\$0	\$0	\$185,000	\$185,000	\$1,677,500	\$2,047,500

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WASTEWATER IMPROVEMENTS

Project Name:	Wastewater Improvements						Status:	Future
Project Description:	Developers have agreements with the City to pay for improvements to wastewater infrastructure to provide wastewater services to expanding subdivisions within Manvel. These payments are made in incremental blocks and the upgrades to the water/wastewater are handled by the City.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
					\$1,750,000		\$1,750,000	
Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
General Obligation Bond							\$0	
Certificate of Obligation							\$0	
City Funding							\$0	
Utility Funding							\$0	
Impact Fees							\$0	
Other			\$1,750,000				\$1,750,000	
Funding Total	\$0	\$0	\$1,750,000	\$0	\$0	\$0	\$1,750,000	
Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Professional Services							\$0	
Studies/Analysis							\$0	
Land/ROW							\$0	
Construction							\$0	
Equipment							\$0	
Other			\$1,750,000				\$1,750,000	
Project Total	\$0	\$0	\$1,750,000	\$0	\$0	\$0	\$1,750,000	
Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total	
Personnel							\$0	
Operation & Maintenance							\$0	
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

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POLICE STATION PARK RENOVATION

Project Name:	Police Station Park Renovation						Status:	Future
Project Description:	The park at the Police Station on Masters Road is a small neighborhood park with a playground and open space. Improvements would include a new group picnic pavilion, decomposed granite trails, new playground, dog park, landscape improvements, new and added parking lots, and improved access to drinking fountains and restrooms.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
		\$4,360,000					\$4,360,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation						\$4,360,000	\$4,360,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$0	\$0	\$0	\$4,360,000	\$4,360,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction						\$4,360,000	\$4,360,000
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$0	\$0	\$0	\$4,360,000	\$4,360,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance						\$19,000	\$19,000
Total	\$0	\$0	\$0	\$0	\$0	\$19,000	\$19,000

===== FY2020-21 ANNUAL BUDGET =====



CROIX MEMORIAL PARK RENOVATION

Project Name:	Croix Memorial Park Renovations						Status:	Future
Project Description:	Croix Park is the largest of the two parks in the City offering beautiful shade trees with picnic areas and a gazebo. Needed improvements are replacing restrooms, adding walking paths and a dog park, building a larger covered pavilion, and landscape improvements.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
		\$1,780,000					\$1,780,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation			\$250,000			\$1,530,000	\$1,780,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$250,000	\$0	\$0	\$1,530,000	\$1,780,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction			\$250,000			\$1,530,000	\$1,780,000
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$250,000	\$0	\$0	\$1,530,000	\$1,780,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance				\$5,000	\$5,000	\$14,900	\$24,900
Total	\$0	\$0	\$0	\$5,000	\$5,000	\$14,900	\$24,900

===== FY2020-21 ANNUAL BUDGET =====



MULTI-PURPOSE TRAIL SYSTEM

Project Name:	Multi-Purpose Trail System						Status:	Future
Project Description:	Trails and bikeways are a key component of a parks and recreation system in addition to facilitating non-motorized means of transportation. Manvel has a great opportunity to capture space for trails prior to becoming a "built-out" community. Currently, there is no city-wide system of pedestrian facilities that exists.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
		\$21,720,000					\$21,720,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation						\$21,720,000	\$21,720,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$0	\$0	\$0	\$21,720,000	\$21,720,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction						\$21,720,000	\$21,720,000
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$0	\$0	\$0	\$21,720,000	\$21,720,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance						\$10,000	\$10,000
Total	\$0	\$0	\$0	\$0	\$0	\$10,000	\$10,000

===== FY2020-21 ANNUAL BUDGET =====



ALMOST HEAVEN PARK IMPROVEMENTS

Project Name:	Almost Heaven Park Improvements						Status:	Future
Project Description:	The former site of the Almost Heaven RV Resort has been conveyed as park property to the City of Manvel. This addition to the park system offers amenities to provide for recreation for residents. Improvements include the addition of a parking lot, decomposed granite trails, landscape improvements, and utility and seating additions.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
		\$500,000					\$500,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation			\$500,000				\$500,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction			\$500,000				\$500,000
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance			\$13,000	\$13,000	\$13,000	\$13,000	\$52,000
Total	\$0	\$0	\$13,000	\$13,000	\$13,000	\$13,000	\$52,000

===== FY2020-21 ANNUAL BUDGET =====



COUNTY ROAD 58 MUNICIPAL FACILITY

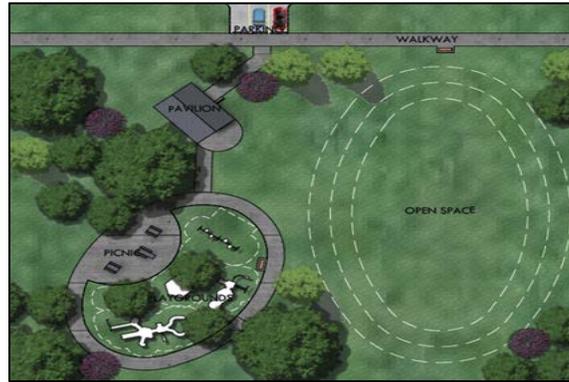
Project Name:	County Road 58 Municipal Facility					Status:	Future
Project Description:	The County Road 58 Municipal Facility is adjacent property on the south side of Mustang Bayou. The property is the site of a former sand quarry and is in the process of being converted from its former use. The site will consist of a large lake, restrooms, group picnic pavilion, playgrounds, sand volleyball, landscape improvements, utilities and seating additions.						
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total
		\$1,650,000					\$1,650,000

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation						\$1,650,000	\$1,650,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$0	\$0	\$0	\$1,650,000	\$1,650,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction						\$1,650,000	\$1,650,000
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$0	\$0	\$0	\$1,650,000	\$1,650,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance						\$13,000	\$13,000
Total	\$0	\$0	\$0	\$0	\$0	\$13,000	\$13,000

===== FY2020-21 ANNUAL BUDGET =====



NEIGHBORHOOD PARK PROTOTYPE (1.5 TO 2 ACRES)

Project Name:	Neighborhood Park Prototype (1.5 to 2 acres)						Status:	Future
Project Description:	This park will emphasize activities toward young children, play equipment, and open space. Minor passive areas are provided for adult use and may include seating areas and picnic and shade structures/gazebos. Typically, an architectural element (e.g. gazebo) is the focal point. Other amenities include park benches, picnic settings, bike racks, pathways, and parking.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
		\$550,000					\$550,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation						\$550,000	\$550,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$0	\$0	\$0	\$550,000	\$550,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction						\$550,000	\$550,000
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$0	\$0	\$0	\$550,000	\$550,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance						\$7,000	\$7,000
Total	\$0	\$0	\$0	\$0	\$0	\$7,000	\$7,000

===== FY2020-21 ANNUAL BUDGET =====



NEIGHBORHOOD PARK PROTOTYPE (4 TO 6 ACRES)

Project Name:	Neighborhood Park Prototype (4 to 6 acres)						Status:	Future
Project Description:	This park's development has a special emphasis on play equipment for older children, including large openings in the landscape to provide opportunities for organized sporting activities. Areas for passive recreation, passive picnic, and barbecue areas will be shaded by canopy trees.							
Project Type:	General	Parks	Streets	Water	Waste	Surface	Total	
		\$1,820,000					\$1,820,000	

Funding Source	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
General Obligation Bond							\$0
Certificate of Obligation						\$1,820,000	\$1,820,000
City Funding							\$0
Utility Funding							\$0
Impact Fees							\$0
Other							\$0
Funding Total	\$0	\$0	\$0	\$0	\$0	\$1,820,000	\$1,820,000

Spending Phases	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Professional Services							\$0
Studies/Analysis							\$0
Land/ROW							\$0
Construction						\$1,820,000	\$1,820,000
Equipment							\$0
Other							\$0
Project Total	\$0	\$0	\$0	\$0	\$0	\$1,820,000	\$1,820,000

Associated Operating Costs	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Future	Total
Personnel							\$0
Operation & Maintenance						\$7,000	\$7,000
Total	\$0	\$0	\$0	\$0	\$0	\$7,000	\$7,000

Section 13 – Supplemental Information



General Community Information



Glossary of Terms



City Ordinances



General Community Information

Government	Date of Incorporation Form of Government	March 12, 1956 Council - Manager																																	
Demographics	Population	2018 – 8,256 (est) 2010 - 5,179																																	
Schools	Elementary Middle Schools High Schools	City - 2 ETJ - 2 City - 2 City - 1																																	
Economics	<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Major Employers</u></th> <th style="text-align: left;"><u>Nature of Property</u></th> <th style="text-align: left;"><u>Taxable A.V.</u></th> </tr> </thead> <tbody> <tr> <td>E-Z Line Pipe Support Co. Inc.</td> <td>Manufacturing</td> <td>\$9,846,750</td> </tr> <tr> <td>Seaway Crude Pipeline LP</td> <td>Pipeline</td> <td>\$9,128,480</td> </tr> <tr> <td>E-Z Line Properties</td> <td>Real Estate</td> <td>\$8,054,690</td> </tr> <tr> <td>Enterprise Crude Pipeline LP</td> <td>Pipeline</td> <td>\$6,350,800</td> </tr> <tr> <td>Cube HHF Limited Partnership</td> <td>Warehouse</td> <td>\$5,835,040</td> </tr> <tr> <td>Centerpoint Energy Inc.</td> <td>Utility</td> <td>\$5,606,960</td> </tr> <tr> <td>Denbury Onshore LLC</td> <td>Mineral</td> <td>\$5,486,868</td> </tr> <tr> <td>American Residential Leasing Co LLC</td> <td>Real Estate Leasing</td> <td>\$3,993,290</td> </tr> <tr> <td>Probuild Company LLC</td> <td>Construction</td> <td>\$3,951,550</td> </tr> <tr> <td>GR-M1 LTD</td> <td>Commercial</td> <td>\$3,871,050</td> </tr> </tbody> </table>	<u>Major Employers</u>	<u>Nature of Property</u>	<u>Taxable A.V.</u>	E-Z Line Pipe Support Co. Inc.	Manufacturing	\$9,846,750	Seaway Crude Pipeline LP	Pipeline	\$9,128,480	E-Z Line Properties	Real Estate	\$8,054,690	Enterprise Crude Pipeline LP	Pipeline	\$6,350,800	Cube HHF Limited Partnership	Warehouse	\$5,835,040	Centerpoint Energy Inc.	Utility	\$5,606,960	Denbury Onshore LLC	Mineral	\$5,486,868	American Residential Leasing Co LLC	Real Estate Leasing	\$3,993,290	Probuild Company LLC	Construction	\$3,951,550	GR-M1 LTD	Commercial	\$3,871,050	
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Probuild Company LLC	Construction	\$3,951,550																																	
GR-M1 LTD	Commercial	\$3,871,050																																	
Tax Structure	City (Ad Valorem Tax Rate (per \$100 of Appraised Value)) Brazoria County Alvin ISD School	0.690000 0.440234 1.450000																																	
Bond Rating		AA+																																	
Services	Number of police stations Sworn Officers	1 22																																	
Parks	Number of Developed Parks Number of Undeveloped Parks Park Acreage	2 1 33.5																																	
Health Facilities	General Area Special Purpose Health Care Centers	2 6																																	
Other	County of Government Areas of City Area of ETJ (Extra Territorial Jurisdiction) Median Household Income Education (% high school graduate or greater) Median Housing Value	Commissioners Court 23 sq. miles 17 sq. miles \$90,195 92% \$181,400																																	

Glossary of Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

BONDS ISSUED – Bonds sold by the City.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SURPLUS – Exceeding what is needed or used.

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

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

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

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

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

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

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

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

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



City Ordinances

ORDINANCE NO. 2020-O-30

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF MANVEL, TEXAS, OPERATING, CAPITAL IMPROVEMENT PROGRAM, AND MEDC BUDGET FOR THE FISCAL YEAR 2021; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; ESTABLISHING THE PROCEDURE FOR INTRA-BUDGET TRANSFERS; APPROVING ALL PROGRAMS AND EXPENDITURES CONTAINED THEREIN; AUTHORIZING THE CITY MANAGER TO MAKE ANY BUDGETED EXPENDITURE WITHOUT FURTHER ACTION BY THE CITY COUNCIL; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

* * * * *

WHEREAS, on the 31st, day of July 2020 the Budget Officer filed with the City Secretary a proposed budget of the City of Manvel for the fiscal year 2020-2021, the same being from October 1, 2020 through September 30, 2021; and

WHEREAS, within the time and in the manner required by law, including section 8.02 of The City Charter, the city manager presented to the City Council a proposed operating and capital improvement program budget of revenues and expenditures of the City of Manvel for the Fiscal year October 1st, 2020, through September 30th, 2021; and

WHEREAS, Governor Greg Abbott granted a temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

WHEREAS, pursuant to a motion of the City Council and after notice required by law, a public hearing on such general budget was held via teleconference, on the 8th, day of September, 2020 at which all citizens and taxpayers of the City had the right to be heard and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the proposed operating, capital improvements program, and Manvel Economic Development Corporation (MEDC) budget and has made such changes therein as in its judgment were warranted by law and were in the best interest of the citizens and taxpayers of the City; and

WHEREAS, the City Council approves all programs and expenditures contained in the

budget and authorizes the City Manager to make any budgeted expenditure without further action by the City Council;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANVEL, 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 hereby approves and adopts the operating, capital improvements program, and Manvel Economic Development Corporation (MEDC) budget described in the preamble of this Ordinance, a copy of which is attached hereto and made a part of this Ordinance for all purposes and a copy of which is on file with the City Secretary. Such budget shall be kept on file in the office of the City Secretary as a public record. The City Secretary is directed to file a true copy of the approved budget in the office of the County Clerk of Brazoria County and on the city's website, as required by law. The council may amend the budget for any municipal purpose or as otherwise permitted by law.

Section 3. In support of said budget and by virtue of the adoption thereof, including any and all changes adopted thereto, the several amounts specified for the various purposes named in said budget are hereby appropriated to and for such purposes. As required by the City Charter, no funds of the city shall be expended nor shall any obligation for the expenditure of money be incurred unless there is an appropriation therefore in the budget as duly adopted and unless the city manager or his/her designee first certifies that there is a sufficient unencumbered balance in such budget line item, and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable. However, the charter prohibition is not to be construed to prevent the making or authorize the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is authorized by law and approved by council.

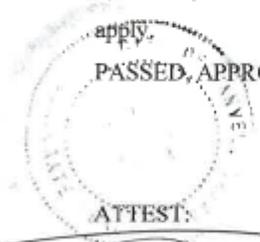
Section 4. The City Council takes cognizance of the fact that in order to facilitate operations of the City and its various departments and activities and to make adjustments

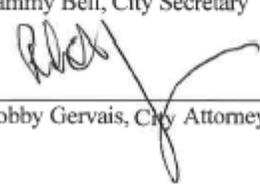
occasioned by events transpiring during the year, some transfers may be necessary to and from some accounts contained within the budget as originally adopted. Accordingly, at any time during the fiscal year the City Manager may transfer part or all of any unencumbered appropriation balance for operations only (excluding capital projects, capital equipment and Manvel Economic Development Corporation) among programs within a department, division, or office. Upon written request by the City Manager, the council may, by ordinance, transfer part or all of any unencumbered appropriation balance from one department, office, or agency to another, (excluding funds in The Manvel Economic Development Corporation budget, without prior action by The Manvel Economic Development Corporation). The City Manager shall, within thirty (30) days of the transfer, make written reports of all transfers to the city council or as directed by order of the city council. Upon approval thereof by the City Council, an amendment sheet reflecting such transfer or transfers shall be attached to the budget as specifically adopted, whereupon the City Council shall treat such funds as if they had been thus budgeted in the first instance.

Section 5. The City Council approves all programs and expenditures contained in the budget and authorizes the City Manager to make any budgeted expenditure without further action by the City Council. All competitive bidding laws and other city purchasing policy provisions still apply.

PASSED, APPROVED, AND ADOPTED this 21 day of September 2020.


Debra Davison, Mayor


ATTEST:

Tammy Bell, City Secretary

Bobby Gervais, City Attorney

ORDINANCE NO. 2020-O-31

AN ORDINANCE PROVIDING FOR THE ASSESSMENT, LEVY, AND COLLECTION OF AD VALOREM TAXES FOR THE CITY OF MANVEL, TEXAS, FOR THE YEAR 2020, AND FOR EACH YEAR THEREAFTER UNTIL OTHERWISE PROVIDED; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH.

THIS YEAR'S TAX LEVY TO FUND MAINTENANCE AND OPERATIONS EXPENDITURES EXCEEDS LAST YEAR'S MAINTENANCE AND OPERATIONS TAX LEVY.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.35% AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY -20.44.

* * * * *
WHEREAS, Section 26.05 of the Texas Property Tax Code provides that before the latter of September 30th or the 60th day after the date the City receives the certified appraisal roll the City Council shall adopt a tax rate for the current tax year; and

WHEREAS, such Section further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the City's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures of the City for the next year), each of which two components must be approved; and

WHEREAS, the proposed tax rate for the current tax year of the City of Manvel, Texas, consists of two such components, a tax rate of \$0.209483 on each one-hundred-dollar (\$100) valuation of said property for debt service and a tax rate of \$0.400517 on each one-hundred-dollar (\$100) valuation of said property to fund maintenance and operation expenditures; and

WHEREAS, by motion heretofore adopted by the City Council of the City of Manvel, Texas, at a meeting of said City Council held on this 21, day of September 2020, said City Council has approved the tax rate heretofore specified for each of said component; and

WHEREAS, having thus approved the tax rate for each of such components, it is necessary and appropriate for the City Council to now formally pass, approve, and adopt a 2020 tax rate ordinance for the City of Manvel, Texas; and

WHEREAS, all notices and hearings required by law as a prerequisite to the passage, approval, and adoption of said tax rate ordinance have been timely and properly given and held; 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, and are hereby adopted, ratified, and confirmed.

Section 2. All property subject to ad valorem taxation by the City of Manvel, Texas, shall be equally and uniformly assessed for such purposes at One Hundred Percent (100%) of the fair market value of such property.

Section 3. There is hereby levied for general purposes and use by the City of Manvel, Texas, for the year 2020, and for each year thereafter until otherwise provided, an ad valorem tax at the rate of \$0.610000 (61.0 Cents) on each One Hundred Dollars (\$100) of assessed valuation on all property, real, personal, and mixed, within the corporate limits upon which an ad valorem tax is authorized by law to be levied by the City of Manvel, Texas. The proceeds from such tax shall be applied to the payment of the general and current expenses of the government of the City. All such taxes shall be assessed and collected in current money of the United States of America.

Section 4. Of the total tax levied in Section 3 hereof \$0.400517 (40.0517 Cents) on each One Hundred Dollars (\$100) of assessed valuation is levied to fund maintenance and operation expenditures of the City for the fiscal year 2021.

THIS YEAR'S TAX LEVY TO FUND MAINTENANCE AND OPERATIONS EXPENDITURES EXCEEDS LAST YEAR'S MAINTENANCE AND OPERATIONS TAX LEVY.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.35% AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY -20.44.

Section 5. For the purpose of paying the interest on bonds, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness issued by the City of Manvel, Texas, and the various installments of principal due on such bonds, warrants, certificates of obligation, or

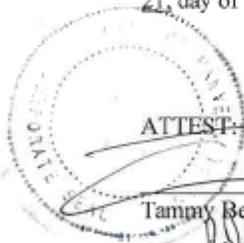
other lawfully authorized evidence of indebtedness issued by the City as such installments shall respectively mature, and for the purpose of paying interest and making provisions for the sinking fund on such other bond issues, warrants, certificates of obligation, or other lawfully authorized evidence of indebtedness as may be authorized, there is hereby levied for the year 2020 and for each year thereafter until otherwise provided, to be assessed and collected upon all property described in Section 3 of this Ordinance, an annual ad valorem tax for debt service at the rate of \$0.209483 (20.9483 Cents) on each One Hundred Dollars (\$100) of assessed valuation.

Section 6. All ad valorem taxes levied hereby, in the total amount of \$610000 (61.0 Cents) on each One Hundred Dollars (\$100) of assessed valuation, as reflected herein, shall be due and payable on or before January 31, 2021. All ad valorem taxes due the City of Manvel, Texas, and not paid on or before January 31st following the year for which they were levied shall bear penalty and interest as prescribed in the Property Tax Code of the State of Texas.

Section 7. All ordinances or parts of ordinances inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

PASSED, APPROVED, AND ADOPTED at a meeting of the Manvel City Council on this 21, day of September 2020, with an effective date being the 22, day of September 2020.

Debra Davison
Debra Davison, Mayor



ATTEST:
Tammy Bell
Tammy Bell, City Secretary

Bobby Gervais
Bobby Gervais, City Attorney

Lorraine Hehn made the motion that the property tax be increased by the adoption of a tax rate of \$.610000 (61 cents), which is effectively a 4.30% percent increase in the tax rate. The tax rate consists of \$0.400517 (40.0517 cents) for maintenance and operations, and \$0.209483 (20.9483 cents) for debt service as reflected in Ordinance 2020-O-31, to adopt the Municipal Tax Rate for Tax Year 2020. Council Member J. Hudson seconded the motion. The motion Carried with a 5 to 1 Vote.

Roll Call Vote	For	Against
Mayor Davison	✓	—
Council Member Akery	✓	—
Council Member Hehn	✓	—
Vacant	—	—
Council Member Davis	—	✓
Council Member Albert	✓	—
Council Member Hudson	✓	—