



# Annual Budget Fiscal Year 2018



City of Manvel, Texas





# Adopted Budget

October 1, 2017 – September 30, 2018

This budget will raise more revenue from property taxes than last year’s budgeted by an amount of \$257,154, which is 9.88% increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$305,228.

## FY2018 CITY COUNCIL RECORD VOTE

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

**FOR:** Debra Davison, Mayor Lorraine Hehn, Council Place 1  
Adrian Gaspar, Council Place 2 Melissa Sifuentes, Council Place 3  
Brian, Wilmer, Council Place 4 Jason Albert, Council Place 5  
Jerome Hudson, Council Place 6

**AGAINST:** None

**PRESENT** and not voting: None

**ABSENT:** None

## Property Tax Rate Comparison

<b>Tax Year</b>	<b>2016</b>	<b>2017</b>
<b>Fiscal Year</b>	<b>2017</b>	<b>2018</b>
Property Tax Rate	.570000	.570000
Effective Tax Rate	.515991	.528190
Effective Maintenance and Operations Tax Rate	.401213	.421855
Rollback Tax Rate	.570845	.602553
Debt Tax Rate	.114778	.138637

The total amount of outstanding debt obligations: \$8,315,000

## **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 of Manvel, Texas

## FY2018 Adopted Budget



From left to right (first row): **Lorraine Hehn**, Council Place 1, **Debra Davison**, Mayor, **Melissa Sifuentes**, Council Place 3, (second row): **Brian Wilmer**, Council Place 4, **Jerome Hudson**, Council Place 6, **Adrian Gaspar**, Council Place 2, **Jason Albert**, Council Place 5.

# City of Manvel, Texas

## Appointed Officials

Kyle Jung	City Manager
Robert Gervais	City Attorney

## Executive Managers

Michael Higgins	Finance Director
Tammy Bell	City Secretary
Keith Traylor	Police Chief
Micheal Dumas	Fire Marshall
Jay White	Public Works Director
Annie Torres	Court Administrator

**City of Manvel, Texas**  
**Distinguished Budget Award**



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Manvel, Texas for its annual budget for the fiscal year beginning October 1, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for a period of one year only. We believe that our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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# City of Manvel, Texas

## FY2018 Adopted Budget

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# City of Manvel, Texas

## Section 1 – Introduction FY2018 Adopted Budget

### **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 for the 2016 fiscal year, the FY2017 original budget, the FY2017 year-end estimate, and the FY2018 adopted budget.

### **BUDGET FORMAT**

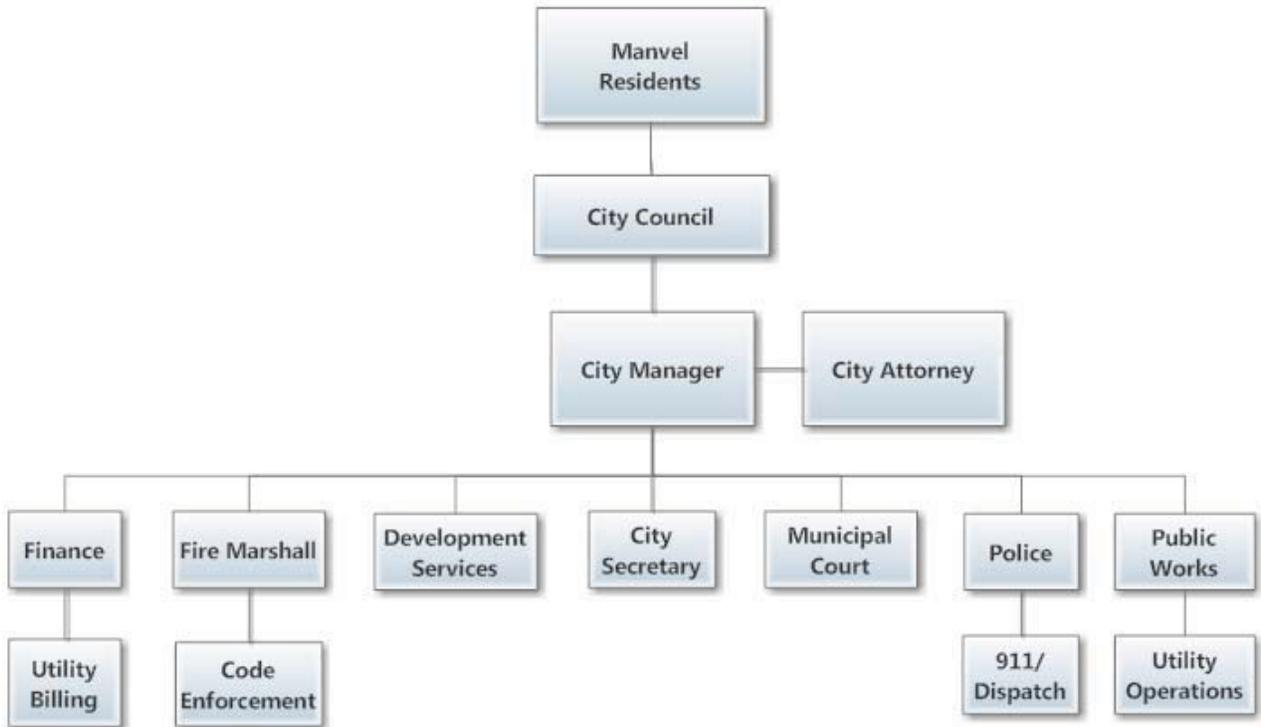
The document is divided into four major sections: Introduction, Financial, Operational, and Other Supplement Information. The introductory section contains the City Manager's letter which is addressed to the Mayor and City Council and explains major policies and issues which affected the development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

The Financial/Operational section describes various aspects of the City's organization. This information is grouped by fund and then by department. Like many local governments, the City 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 expenses of the City's water and wastewater operations. Most people are particularly interested in the General Fund which is comprised of most of the City's operations such as Police, Municipal Court, Public Works and Parks. Financial statements, including the adopted FY2018 budget are presented for every fund. The statements show the fund's financial condition over a number of years. Similar to the checking account statement you receive from your bank, the statement shows beginning balances, revenues, expenditures, and ending balances for each year. Each fund statement shows the actual audited amount from the previous fiscal year, or for this document, the fiscal year 2016 actual. The ending balance of the actual year becomes the beginning balance of the projected current fiscal year, FY2017. 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 FY2018 budget year. Accompanying the statements are narratives and tables which describe the major features of the particular fund. Each department's City of Manvel FY2018 Budget presentation includes the mission statement, accomplishments for the previous fiscal year, and operational goals. The funding for each department, as well as the units staffing are summarized over a number of years.

The Capital Improvement Program Summary concludes the financial portion of the document which is followed by the detailed projects sheets which identify the current and long-range projects for the city. Finally, supplemental information includes the adopted budget ordinance and a glossary of terms that are used within this document.

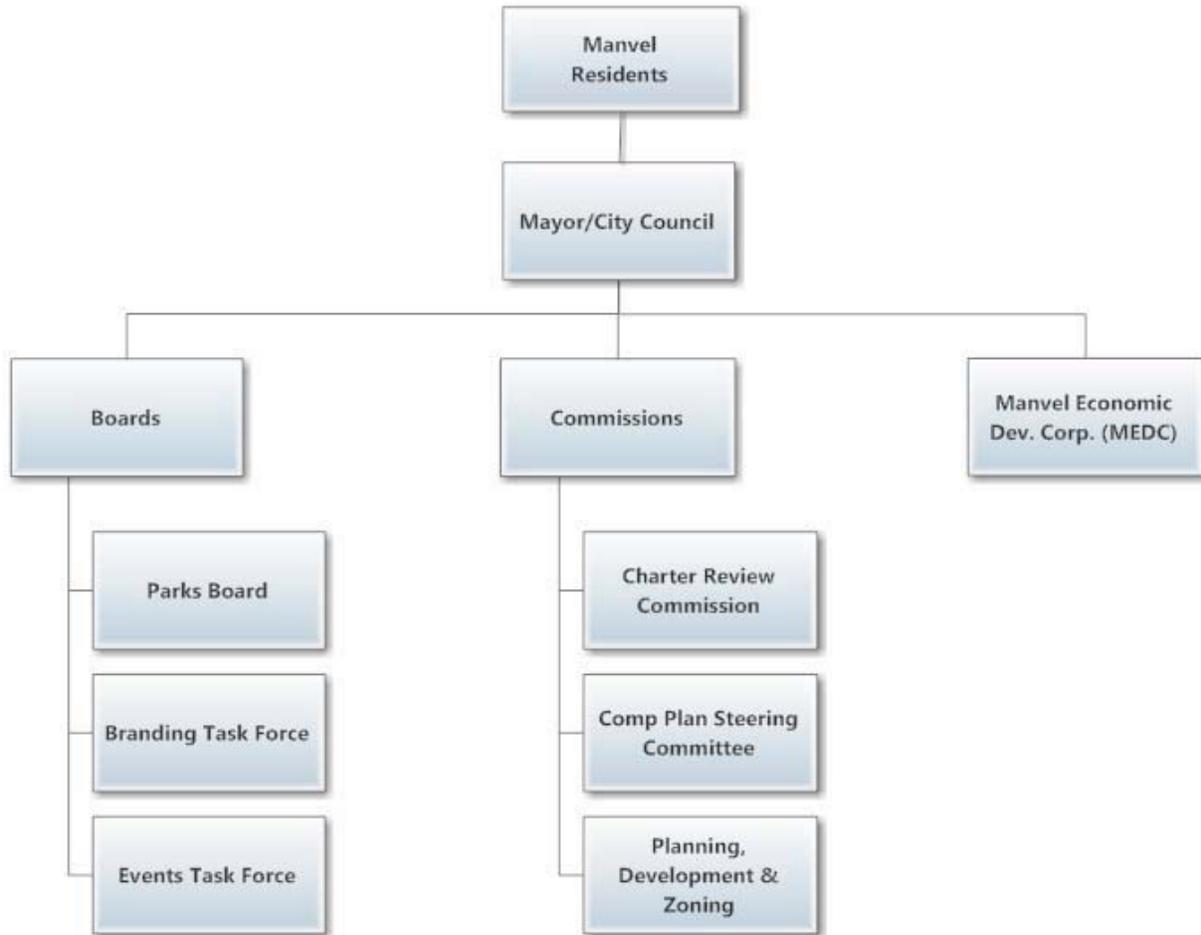
# City of Manvel, Texas

## Organizational Chart



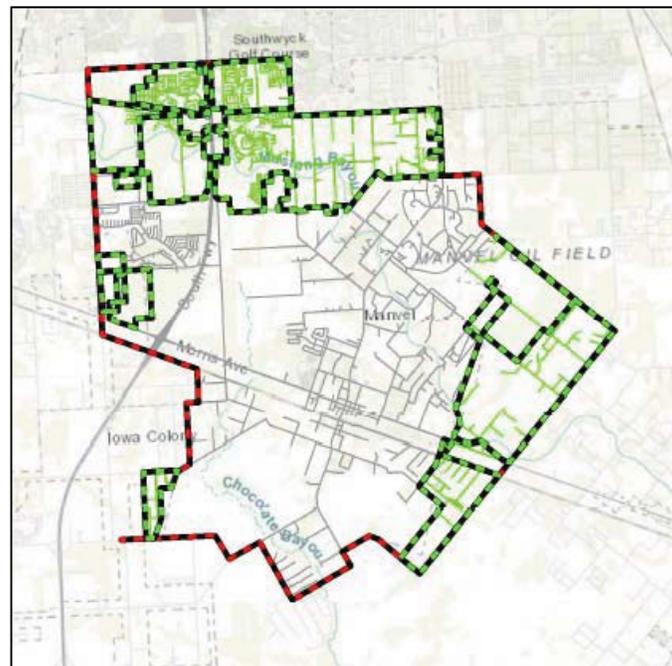
# City of Manvel, Texas

## Boards and Commissions Chart



# City of Manvel, Texas

## Map of the City



# City of Manvel, Texas

## 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 later changed to Manvel, after 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 Railway. 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 and the City maintains its still-mostly rural roots today.

The City of Manvel, Texas 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 and 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 required by generally accepted accounting principles, this budget has been prepared based on considerations regarding the potential for inclusion of other entities, organizations, or functions as part of the City's financial reporting entity. No other entities, organizations, or functions have been included in the City's financial reporting entity. Additionally, as the City is considered a primary government for financial reporting purposes, its activities are not considered a part of any other government or other type of reporting entity.

The City of Manvel is located approximately 20 miles south of downtown Houston, Texas, and 30 miles northwest of Galveston, Texas, and the Gulf of Mexico. Also, it has a vast 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, and from State Highway 6 and Farm to Market (FM) Road 1128. 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 the City of Houston, is within minutes of the City of Manvel, also with ties U.S. Highway 90A to U.S. Highway 59, and Interstate 10. In addition, within minutes just outside the City limits on the west side of Manvel is the Fort Bend Tollway, which connects Beltway 8 to State Highway 6.

Without careful thought given to how growth will occur, the City will continue to shift from a rural community to a stereotypical suburban city. 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). Subdivisions are being planned among the horse and cattle ranches of the city and ETJ, as family land is sold and there is less involvement in agricultural uses. Nonetheless, the citizens desire to maintain a semi-rural appeal, reconciling the location's access to the amenities of a major metropolitan area, and still being far enough away to offer a relaxed, family and community oriented lifestyle.

Houston is currently ranked by Forbes as the tenth fastest growing city in the United States and predicted to be "widely acknowledged as America's next great global city" in the next decade. 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 its actual growth rate above those previously projected.

With the rapid pace of growth occurring in the Houston metropolitan region, Manvel is a desirable place to locate, given its convenient, easy 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 region.

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. 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.

Presently, the City has 21 municipal utility districts (MUDs) that provide water and sewer services within the City. Property tax rates for these overlapping governments are included in the budget for informational purposes.

# City of Manvel, Texas

## FY2018 Budget Calendar

Date	Description
May 11, 2017	Budget Kick-Off; distribute budget instructions to staff
May 31, 2017	Budget Requests and Narratives Due To Finance
June 1, 2017 - June 20, 2017	Finance compiles departmental requests and narratives for City Manager review
June 21, 2017 - June 30, 2017	City Manager reviews and holds meetings with departments to review departments requests and narratives.
July 5, 2016 - July 24, 2017	Finance compiles final preliminary proposed FY 2018 Budget
July 29, 2017	Finance delivers City Manager's Proposed Budget to the City Council per the City Charter
August 7, 2017	Regular City Council Meeting-FY 2018 Operating Budget <b>Presentation</b> , Capital Improvement Program discussion and Tax Rate Discussion
August 9, 2017	Submit newspaper advertisement
August 14, 2017	Notice of Public Hearing
August 14, 2017	Special City Council Meeting (if needed)-FY 2018 Operating and CIP Budget Discussion
August 21, 2017	Regular City Council Meeting-Discussion of FY2018 Operating & Capital Improvement Program & <b>Public Hearing</b> on Tax Rate
August 28, 2017	Special City Council Meeting-Discussion of FY2018 Operating & Capital Improvement Program & <b>Public Hearing</b> on Tax Rate
September 5, 2017	Special City Council Meeting (if needed)-FY 2018 Operating and CIP Budget Discussion; and Public Hearing on tax rate
September 11, 2017	Regular City Council Meeting- <b>Adoption</b> of FY2018 Operating & Capital Improvement Program & Adoption of Tax Rate

# City of Manvel, Texas

## City Manager Message

To: Honorable Mayor Debra Davison and City Council

From: Kyle Jung, City Manager

Date: October 1, 2017

Re: Adopted FY2018 Budget

In accordance with the City’s Charter provisions, it is my pleasure to present the City of Manvel’s Fiscal Year FY2018 Operating Budget and Capital Improvement Program Budget. This document was adopted by the City Council at its regularly scheduled meeting on September 11, 2017. At that time, Council authorized appropriations for the City’s various activities in the following amounts:

	<b>FY2017 Adopted Budget</b>	<b>FY2018 Adopted Budget</b>
General Fund	\$5,990,841	\$7,815,685
Veh/Equip Repl. Fund	277,489	152,483
Debt Service Fund	750,269	949,124
Utility Fund	473,355	647,604
Comm. Impact Fee Fund	10,000	450,800
Capital Projects Fund	6,665,300	4,235,000
Parks Fund	-	118,850
Hotel Occup. Tax Fund	4,000	1,000
Court Security Fund	4,500	4,589
Court Technology Fund	1,978	15,000
Law Enforcement Fund	-	-
Peg Fee Fund	-	50,000
SMDA Fund	6,150	5,300
TIRZ#3 Fund	25,000	36,500
MEDC Fund	651,000	735,000
	<b>\$14,859,882</b>	<b>\$15,216,935</b>

The FY2018 budget process did provide some unique challenges – primarily resulting from another year with a large increase in property value appraisals, balancing those values with current and future operational demands, all while also factoring the possibility of future legislative limitations on how property tax revenues are raised. The final stages of the budget development process ended with the onsets of Hurricane Harvey.

The FY2018 budget development is a result of forward planning not only for FY2018, but also the next several years beyond. The City of Manvel is on the brink of tremendous growth so forward looking plans is an absolute necessity.

Departmental input included aligning needs with Council's overall strategies. Any legitimate budget process will involve a prioritization of need weighed against the availability of resources and funding. The sacrifices that departments make for the benefit of the City to meet those strategies makes Manvel even more unique.

The Fiscal Year 2018 budget provides for a broad range of needs as a result of the upcoming growth:

- Added seven (7) new full-time positions, or 16%, the largest ever increase of the City's workforce in a single year;
- Created a new Emergency Management Division for disaster and response related needs;
- Increased funding for Planning and Development Services to address over \$100 million in new taxable value over the past two years;
- With the recent completion of various master plans (Master Water Plan, Master Wastewater Plan, and Master Parks Plan), a more defined approach has been taken in the City's Capital Improvement Plan (CIP) to address long-term development needs.

Below are budgetary highlights explaining certain factors in the change between this year's FY2017 budget and the original FY2017 budget.

### **Revenues**

Overall, total City revenues (excluding transfers) for all funds for FY2018 are \$13.2 million, or \$88,000, less than FY2017. In FY2018, just over \$1.5 million was budgeted for new revenues as listed below:

- Total property taxes increased by \$745,000, or 22.7%, primarily due to new values;
- Other taxes (i.e. sales taxes) increased by \$174,000, or 8.3%;
- Licenses and permits are \$534,000, or 46.6%, higher than FY2017;
- Franchise fees are \$75,000, or 18.8%, better than the FY2017 original budget.

FY2017 had one-time revenues of \$1.6 million that were not budgeted for in FY2018. The reduced FY2018 revenues were \$1 million less in Certificate of Obligation proceeds and \$670,000 less for a canceled CIP project.

### **Expenditures**

Total City expenditures for FY2018 was \$14 million. The City budgeted new operating expenditures in FY2018 of \$1.9 million for the following:

- Personnel costs increased by \$595,000, or 17.6%, over FY2017 mostly due to the hiring of an additional seven (7) new full-time employees
- Other services increased by \$806,000, or 43%, as a result of added street materials
- Contractual services increased by \$419,000, or 30.5%, primarily for Planning and Development Services added costs

During FY2017, there were one-time expenditures for certain CIP projects totaling \$2.3 million that were not budgeted in FY2018. As a result, FY2018 total City expenditures were \$983,000 less than FY2017.

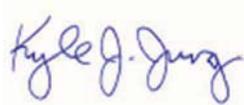
**Transfers**

The City budgeted interfund transfers between various funds. Total transfers out for City was \$1.3 million, of which the General Fund represents the majority of transfers in the amount of \$825,000 for FY2018: \$600,000 (City Hall Renovation), \$100,000 (Parks Fund), \$100,000 (Utility Fund), and \$25,000 (Street Maintenance Plan). The Community Impact Fee Fund is also transferring \$310,000 for the Tankersly Utility project.

Further detailed breakdowns and analysis are listed in the attached budget document.

The City of Manvel is a great community that experiencing new opportunities and challenges every year. 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



Michael Higgins  
Finance Director

# City of Manvel, Texas

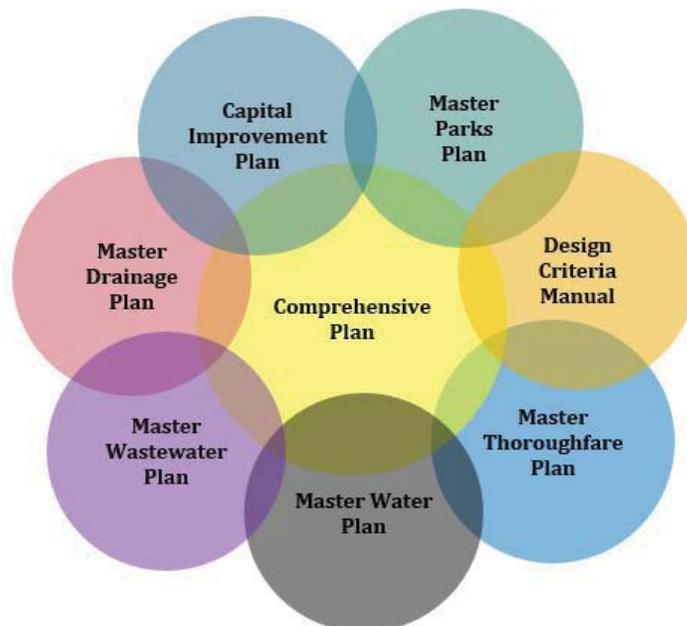
## Section 2 – Master Plans FY2018 Adopted Budget

### Master Plans

The City of Manvel has a number of planning, development and capital improvement efforts to strategize its success. As the City continues to grow, so will the demands of the structure of the government and its capacity to serve its citizens in an efficient way. The City will continue to review its planning needs, staffing levels, and infrastructure needs, most often as a part of the budgetary process.

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 Drainage Plan
- Master Water Plan
- Master Wastewater Plan
- Master Parks Plan
- Capital Improvements Plan
- Design Criteria Manual



Details for each of these plans are located on the City's Website: [www.cityofmanvel.com](http://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 and short term and long term actions to implement the city's 20 year vision. The plan included a future land use analysis, including guidelines for development intensity, transportation, utilities, drainage, governance, economic development community image and 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, expanded issues became of importance. In addition, the 2007/2009 Plan did not anticipate new mapping. As a result, 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. In addition, the Mayor and City Council members, Directors of the Manvel Economic Development Council (MEDC), representatives from the Houston Galveston Area Council, and 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 period of a year.

At the end of their discussions, the Steering Committee established goals and objectives for each chapter of the 2014 Comprehensive Plan, and held two town-hall style meetings for input from the public. City Council also undertook a thorough review of the document and goals, linking these draft goals with their own City Council Goal Setting Workshop Objectives from meetings through the fall of 2014.

In early 2015, the final Comprehensive Plan was established after further City Council, PD&Z, and Steering Committee meetings, as well as public hearings. It was designed to be a fluid document to guide the City's decisions over the next ten years.

### Vision Statement

The vision statement approved in the 2007/2009 Comprehensive Plan public participation process, was re-confirmed by the 2013 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.

The primary objectives of the Comprehensive Plan include ensuring efficient delivery of public services, coordinating public and private investment, minimizing conflict between land uses, managing growth in an efficient manner, increasing the cost-effectiveness of public investments, and providing a rational and reasonable basis for making decisions about the community.

As part of the Comprehensive Plan, the following CIP-related goals were identified:

1. Develop a Capital Improvement Program
2. Develop a Comprehensive Public Utilities Plan (IN PROGRESS)
3. Develop a Water and Sewer System for Old Manvel (IN PROGRESS)
4. Expand Water and Sewer System (IN PROGRESS)
5. Develop a Master Drainage Plan
6. Develop Drainage Design Criteria and Standards
7. Develop a Facilities Construction Plan (TO BE COMPLETED)
8. Develop a Public Facilities and Open Space Master Plan (TO BE COMPLETED)

The City's Comprehensive Plan was updated in 2015, narrowing the focus on Land Use, Economic Development, Utilities, and Drainage. The CIP component was (and still is) a major priority identified in the Comprehensive Plan and all of the City's planning documents.

The following 9 sections of the 2015 Comprehensive Plan include the following:

#### **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 is a home-rule City with a council-manager form of government.

The adoption of the Home Rule Charter and the Council-Manager form of government occurred concurrently with the regional demands and rapid growth, and this has assisted in dealing with the increased administrative demands.

As a home rule city, Manvel now has broader authority to annex territory located in its extra-territorial jurisdiction (ETJ) into the city limits. State law defines ETJ as the area outside the existing city limits, over which cities have limited regulatory authority, but which may be annexed into the city under certain circumstances. For rapidly developing cities, annexing property into the city can have substantial long-term benefits. Annexation may protect land uses in the city from adjoining inconsistent land uses and development patterns.

#### **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. The Vision Statement reflects that the citizens of Manvel want to preserve rural characteristics as the City continues to grow and develop, but recognizes that new development will come.

There are a mixture of plans for commercial development which include different scales of development and separate business districts such as the State Highway 6/FM 1128 intersection as a downtown area with mixed-use smaller-scale urban development, while larger box store retail are encouraged to develop closer to and along State Highway 6/Highway 288. In addition, 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. Most citizens consider flooding an issue of concern in Manvel. 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 continuous basis.

Past and/or current planning efforts in a city are essential to any thoroughfare planning process. They provide a snapshot of the steps a city took to reach its current position and a guidebook of strategies that may or may not have had success in the past. A number of planning efforts have been made to improve transportation conditions in the city of Manvel, including, but not limited to, the 2007 Comprehensive Plan (updated in 2009 and 2015), the SH 288 Corridor Study, and various other regional planning documents.

Comprehensive Plan Goals for Transportation:

- Educate 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.
- Develop a set of context sensitive right-of-way design standards
- Utilize new development proposals to build a transportation corridor system in conjunction with other infrastructure and transportation models.

### **Economic Development**

While residential development is the result of the growth pressures of the Houston region, the city is encouraging economic development to maintain 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 it also creates a balance between the two tax incomes for the City coffers. As part of the implementation process issuing annual reports and creating an Economic Development Policy are essential to creating the communication between MEDC and other branches of government and align the goals and priorities for the City. Additionally, the City desires to stand out as a desired location for business and capitalize upon the City's unique rural characteristics. For instance, the City plans to develop and promote horse, bike and walk trails to help balance between the rapid development in and around the City, while also attracting new tourists and businesses to the City.



The second opportunity of the City is to develop a walkable downtown and (local) business center. "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. Further, the increased walkability and improving diversity of choices in a central location also improve the economic returns of compact, walkable and mixed-use development.

### **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.

The City’s focus has expanded service to commercial and residential properties over recent years. The City acknowledging the need to expand City services in order to bring in the type of businesses that residents want – in particular, grocery stores – which requires a substantial amount of utility services in order to be a viable business.



As for residential developments, the establishment of Municipal Utility Districts (MUDs) continues to be a solution in the absence of City provided utilities. A Municipal Utility District (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 MUD’s 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 are factored in the decision making process

### **Drainage**

During the 2015 Comprehensive Plan development process, drainage was a key components. Addressing concerns include new development’s impact on the current drainage systems 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.

**REGIONAL PERSPECTIVE:** Drainage is a regional issue that requires coordination with other governmental entities. Continued collaboration with the three Drainage Districts or Conservation Districts whose jurisdictions include Manvel is essential for successful construction and management of local drainage in Manvel.

## Transportation

Manvel commuters rely heavily on State Highway 6 and State Highway 288 as its major highway transportation corridors. FM 1128 has 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. Anticipated changes include roadway improvements, land use policy strategies, incremental transit improvements, bicycle & pedestrian improvements, increased long-range transportation coordination among sub-regional partners, and strategic status updates of certain transportation improvements.

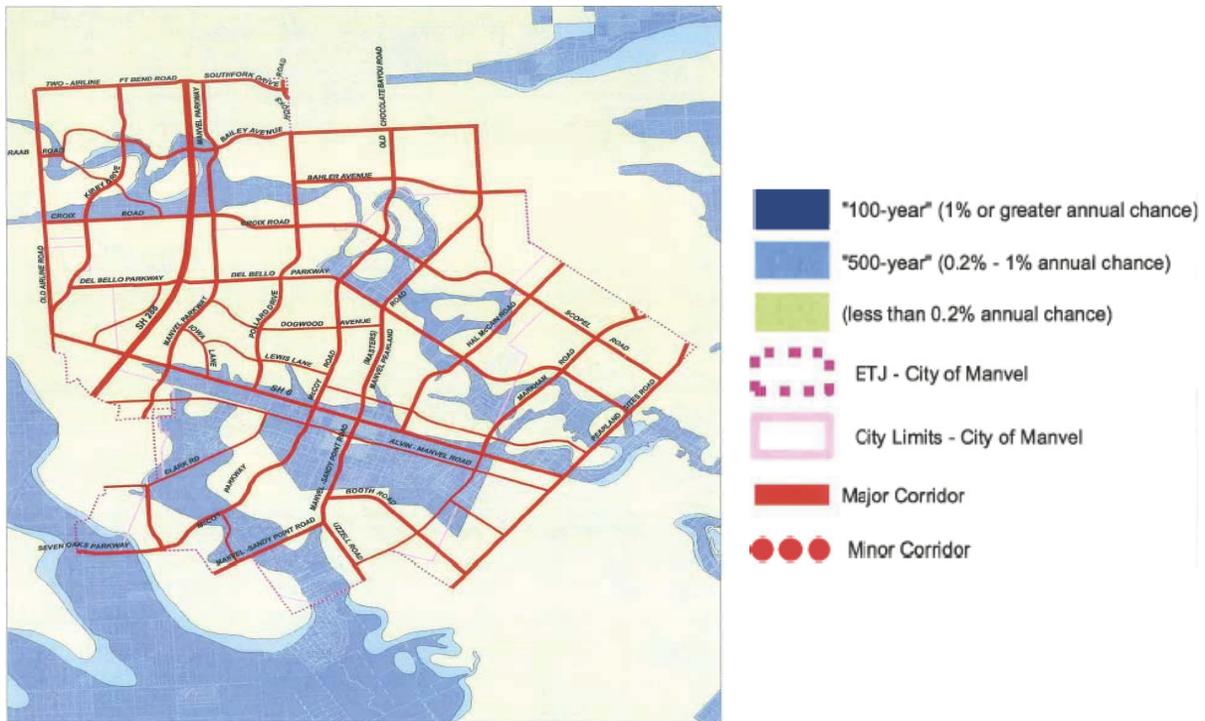


However, the intensity of managing development needs—while still maintaining the City’s aspired “rural character” can be a challenge.

Further, construction of two toll lanes along State Highway 288 between the Texas Medical Center and Brazoria County has begun 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.

A Thoroughfare Plan has been developed which will outline the transportation needs.

## Transportation Corridor Plan



### **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 is water rainwater collection, and recycling. Lastly, limiting impermeable surfaces was of particular interest to the Committee. Low-impact development (LID) is a sustainable stormwater 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 are important goals to the Steering Committee and are 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 identifying trail maintenance groups and working with developers and homeowners associations (HOAs) in the management of open space. In addition, building upon and preserving the remaining open space and agricultural tradition for pedestrian and bike trails, horse trails, community sponsored agriculture (CSA), farmers markets and community gardens are planned.

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 easements along roads (ROWs). This will help in the identification and indexing of the existing right-of-ways in the City bike pathways, and formalize 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 Future Land Use Plan (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 changing social and economic climate dictate the need for an integrated network of transportation systems to support and sustain viable long-term growth. In addition to vehicular mobility, many communities, including Manvel, have expanded



transportation planning to include a broader range of considerations for transit, bike and pedestrian initiatives. When coupled with land use considerations, viable walkable places with value capture can be achieved. The City has begun making strides towards this growth model through the development of a bike and pedestrian network and a more walkable and context sensitive land use policy in the 2015 Comprehensive plan.

The Thoroughfare Plan will provide individual, yet integrated modal strategies for vehicular, pedestrian and bicycle, and capital projects planning that will serve as a blueprint for future investment related decisions into the transportation system. Several key principles of the Plan and 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.
- The Plan is one element of a coordinated transportation system to address long-term multi-modal transportation needs of the City. Strategic growth planning aimed at promoting transportation choices considered.
- 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.

## **Master Wastewater Plan**

The purpose of this 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.

The City currently provides wastewater service to over 600 equivalent single family connections (ESFCs). Over the next twenty years, the wastewater ESFCs served by the City are anticipated to increase to approximately 28,000 connections. This is equivalent to 8.8 million gallons per day (MGD) of required average day wastewater treatment capacity. As growth occurs within Manvel, the City is interested in regionalizing wastewater infrastructure and reducing the number of wastewater treatment plants serving individual developments within the City limits and the Extraterritorial Jurisdiction (ETJ).

The City of Manvel owns and operates a wastewater collection system consisting of six lift stations and associated force mains, a network of manholes and gravity mains, and one wastewater treatment plant (Corporate Drive WWTP). The City is currently constructing an expansion to increase the total average annual daily flow (AADF) treatment capacity at this plant to 0.5 MGD, and to increase the peak 2-hour flow capacity to 1,389 gpm (2.0 MGD). This expansion is permitted under the City's current Texas Pollutant Discharge Elimination System (TPDES). In addition to the City's Corporate Drive wastewater treatment plant, there are four existing Municipal Utility District (MUD) WWTPs within the City Limits and ETJ that serve the Southfork, Sedona Lakes, Pomona, and Rodeo Palms developments.

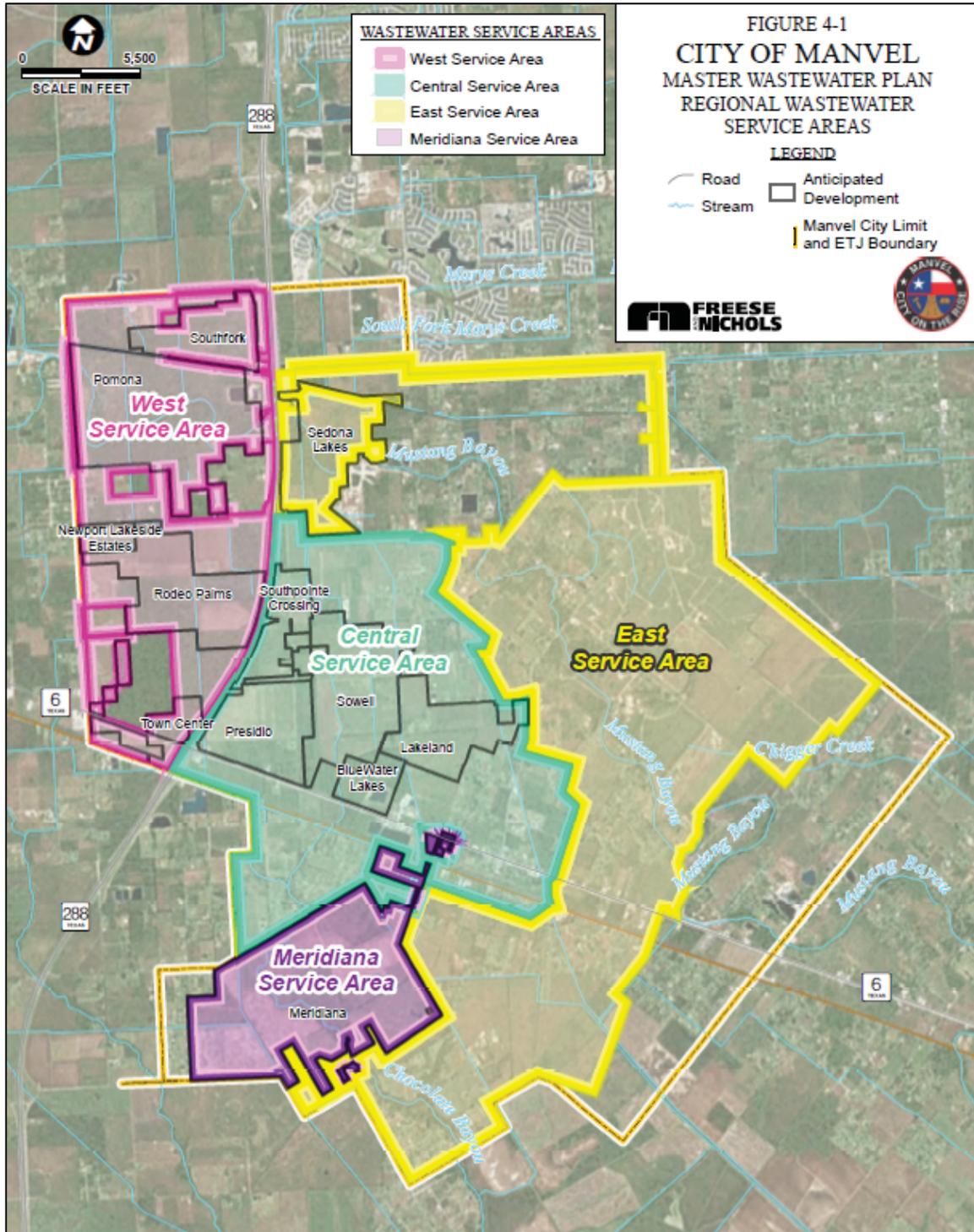
Wastewater system improvements were developed to accommodate the projected flows from residential and commercial growth. Hydraulic analyses were conducted to develop these improvements into a phased capital improvements plan to convey and treat the projected wastewater flows over the 20-year period through 2037. In order to serve the projected 20-year growth and regionalize wastewater treatment facilities, the City of Manvel plans on 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 2037, with anticipated funding primarily from the various MUD's in the City's ETJ.

Below are the regional wastewater service areas identified in the Master Wastewater Plan:

# Planned Regional Wastewater Services Areas



## **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 SH6 and FM1128.

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 City will be required to meet increasing demands for public drinking water and fire protection.

### **Existing System Demands**

The existing demands are based on the City’s available water billing information from January 2015 to November 2016. Currently, the City provides service to the Lakeland subdivision in addition to the City limit customers. The following is a breakdown of the average flows per day based on residential (meters 1 ½” and smaller) and nonresidential (meters greater than 1 ½”) for the City accounts and the Lakeland accounts:

### **Water Demand Projections for Buildout**

The water demands for buildout were projected based on provided information by developers, land use projections or provided information by the City. HDR contacted the engineers for the existing and planned developments for updated projections on ESFC for each community.

The summary of the ESFC projections is provided below.

**Water Buildout Connections and Demand (50 year)**

<b>Developer</b>	<b>Connections</b>
City (Excluding ETJ)	<b>539</b>
City (Future)	30,288
Lakeland	818
SouthPointe Crossing	800
Blue Water Lakes	508
Sowell Properties	2,000
Presidio	2,146
Meridiana (MUD 56)	3,451
Southfork (MUD 25)	1,340
Newport	200
Rodeo Palms (MUD 29)	2,156
Sedona Lakes (MUD 1)	1,385
Pomona (MUD 39)	2,892
<b>Total</b>	<b>48,279</b>

**Water Supply-Demand for Buildout**

Based on the projected 48,279 ESFC at buildout, the estimated average daily supply/demand required is 17.4 million gallons per day (mgd) or 19,470 acre-ft per year. The City will continue to evaluate the following additional water supply opportunities:

- City of Pearland (treated or raw water)
- Gulf Coast Water Authority
- Sand Pit Harvesting
- Wastewater Reuse

**Water Demands at Buildout**

The water demands for buildout were projected based on information provided by City staff, developers and land use projections provided by the City, and based on data provided by engineers for the existing and planned developments for each community. Land use data were used for the areas outside of the known/planned developments per the City’s GIS. As per the 2007 Comprehensive Plan, the areas are divided into different Intensity of Development Zones. Water demands for each zone were developed by estimating future ESFC for buildout conditions within each zone.

Water demands for these future areas were projected using the TCEQ’s recommended water demand of 360 gallons per day per ESFC, which is considered a blended demand for a representative mix of residential and non-residential connections. Based on the projected 48,279 ESFC at buildout, the estimated average daily demand will be 17.4 million gallons per day (mgd) or 19,500 acre-ft per year.

The City’s system and those of the existing developments are supplied by groundwater. Upcoming developments such as MUD 42 (Town Center) and Meridiana will also be supplied by groundwater. The Brazoria County Groundwater Conservation District does not require current permittees to develop a groundwater reduction plan to mitigate expected future land subsidence. However, based on the requirements of the adjacent Harris-Galveston and Fort Bend County Subsidence Districts and current

ground subsidence trends in the area, it is anticipated that groundwater reduction program requirements similar to those of the Harris-Galveston Subsidence District may be adopted by the Brazoria County Groundwater Conservation District. These would require that no more than 20 percent (30 percent in the Fort Bend County District) of a City's water demand be met from groundwater sources. If Manvel is required to implement a groundwater reduction program in the future, alternative supplies will need to be developed to replace or offset future groundwater production. Based on expected buildout water demands, Manvel will need to develop 14 mgd (80% of 17.4 mgd) of alternative supplies. Note that the City of Pearland is currently using a 70/30 ratio of surface water to groundwater.

Regardless of the level of conversion to surface water, all groundwater wells should be kept operational to provide supply during times of emergency or operational shutdowns of the surface water sources.

### **Long Term Water Supply Opportunities**

The surface water plant is anticipated to be located near the purchased sand pit location off Croix Road. This location provides not only access to the sand pit but it is also near the other supply opportunities (GWCA American Canal and Lateral 10 and the Pearland 30" Transmission Main).

### **Neighboring Cities**

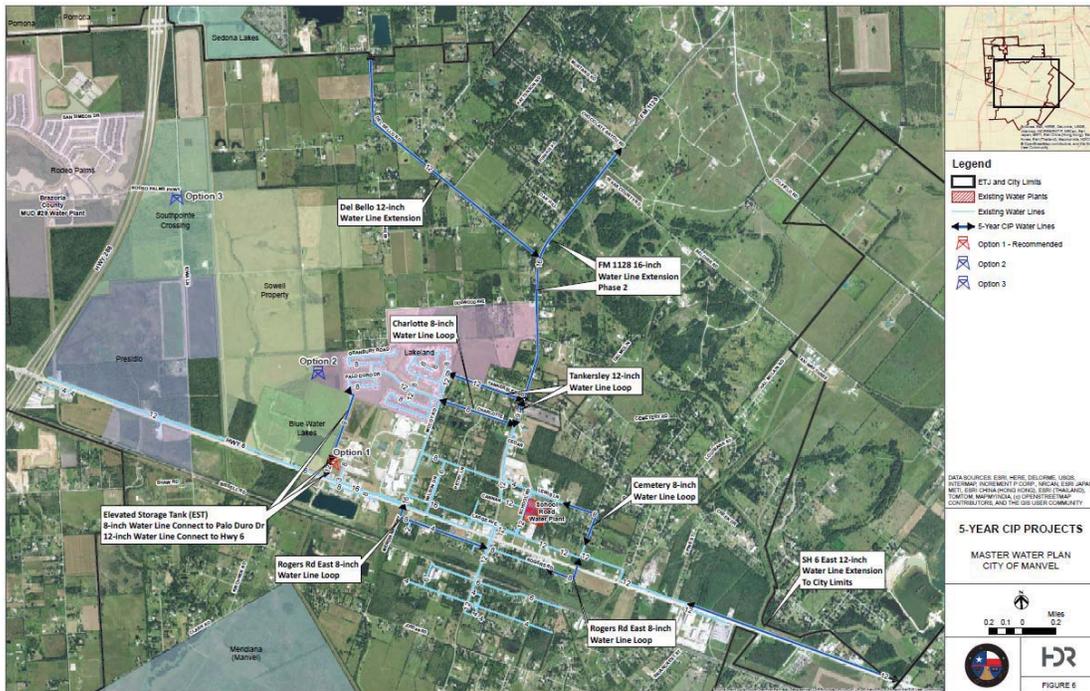
The City of Manvel is anticipating in obtaining treated or raw water supplies from neighboring cities. Coordination and negotiations are ongoing regarding the need and interests.

Discussions are ongoing regarding the availability of surface water supply from the Brazos River Authority (BRA) delivered through the GCWA system. All surface water in Texas is owned by the state. The water can be obtained by: 1) being a landowner with property adjacent to a waterway (for limited riparian uses), 2) obtaining water rights from the state, or 3) purchasing water supply from a person or organization (such as GCWA) that currently holds water rights. Currently, BRA has only interruptible supply available for long term contracts. BRA interruptible contracts are issued for terms up to five years. The amount of interruptible water available for contracting is site specific and varies annually. The BRA Board has authorized the sale of 90,588 acre-feet of interruptible water for calendar year 2017. The rate for interruptible water is the BRA System Rate, which is \$72.00 per acre-foot in fiscal year 2017. BRA is currently conducting a study to determine if the agency might be able to make additional interruptible water available for sale. The City of Manvel has requested capacity from GCWA as well as to BRA.

### **Sand Pit Water Harvesting**

The City of Manvel has contracted with LRE Water, LLC (LRE) to investigate the possible use of the Manvel Sand Pit as a surface water supply. The sand pit is located approximately 1 mile east of State Highway 288. The property is bounded to the south by County Road 58 (Croix Rd), to the west by private residences and County Rd 90 (Del Bello Rd), to the north by Mustang Bayou, and to the east by Oak Crest Dr. The property spans approximately 106 acres. Nearby drainage infrastructure includes various street-side drainage ditches, Mustang Bayou, and the Lateral-10 canal owned by the GCWA. The pit is in direct connection to the underlying groundwater system and use of water from the pit would likely constitute use of groundwater. To determine the sustainability of water withdrawals from the Manvel Sand Pit, LRE Water limited pit drawdown to 1.6 ft. LRE Water used the MODFLOW groundwater model to determine the allowable pumping rates that could be sustained without causing drawdown greater than the 1.6 ft threshold.

## Master Water Plan 5-Year Projects



### 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. In June 2012, the City of Manvel’s first CIP was adopted with a total of 22 short-range (5 years or less) projects, 9 long-range (greater than 5 years) projects, and numerous noncapital projects. As of April 2016, 11 of those 22 projects have been completed.

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 these affect public water, wastewater, storm drainage, and paving facilities. The last section is a modification form allowing for an appeal process.

## 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. Torrential rainfall often associated with hurricanes, tropical disturbances, and localized thunderstorms have been experienced in the area, primarily from storms passing through southeast Texas in the vicinity of Manvel and Brazoria County. These storm events have produced floods as well as some structural flooding damage in the area. A 100-year storm in the area generally results from an estimated 13.50 inches of stormwater runoff in a 24-hour period [Rainfall Frequency Atlas of the United States. 1961].

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. Previous flooding has been experienced along ditch the upper portions of Chocolate Bayou, along tributaries of Chocolate Bayou, and from Mustang Bayou. Mustang Bayou appeared to have many homes built too close to the main stem. During larger rainfall events, Mustang Bayou will, on occasion, rise to a flood level which impacted property in northern areas of Manvel. Other flooding problems are primarily associated with high water over roadways at stream crossings or restrictions at culverts, bridges, or elevated water canals.

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. Comparison of flooding depths with and without a proposed flood control project for different flood frequencies statistically summed across all structures subject to flooding was used to determine the expected reduction of flood damages achieved by a proposed scenario.

## Master Parks Plan

As Manvel builds-out, and it inevitably will, 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 following approaches were implemented in the development of the master plan:

- Standards-Based Approach - utilizing traditional park standards and evaluation of current trends.
- Demand-Based Approach - utilizing input from staff, Council, working groups, sports leagues, and the residents to identify current and future needs and desires.
- Resource-Based Approach - leverage of available land, natural features, rights-of-way, and city facilities to enhance park and recreation opportunities.

The following studies were undertaken in the development of the master plan:

- Inventory of existing parks and facilities.
- Evaluation of available growth and demographic data, trends and projections.
- Stakeholder involvement including ongoing staff and Parks and Recreation Board guidance, a public meeting, an online survey, social media, and City Council input.

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.

### Existing Parks and Facilities

Manvel currently maintains and operates two City parks for sports, passive recreation, picnics, and other activities. Recently dedicated and acquired lands for park space include the former Almost Heaven RV Resort and the adjacent sand quarry property.

### Priority Projects

The following Priority Projects have been identified in this plan:

- Develop city-wide trail system
- Concept for a City Center with municipal buildings, recreation center and large gathering spaces.
- Renovations to Croix Memorial Park
- Renovation and Expansion of the Police Station Park
- Further development of Almost Heaven Park and the sand quarry.

In addition to Priority Projects, additional consideration was made for future community and neighborhood parks and guidelines to consider for development of shoot sports facilities. Prototypical

layouts of neighborhood and community parks, with common amenities and probable costs, were developed for use in future budget development.

The Master Parks Plan includes the following sections: analysis, assessment, walkability, programs and events, natural resources, priority projects, and implementation.

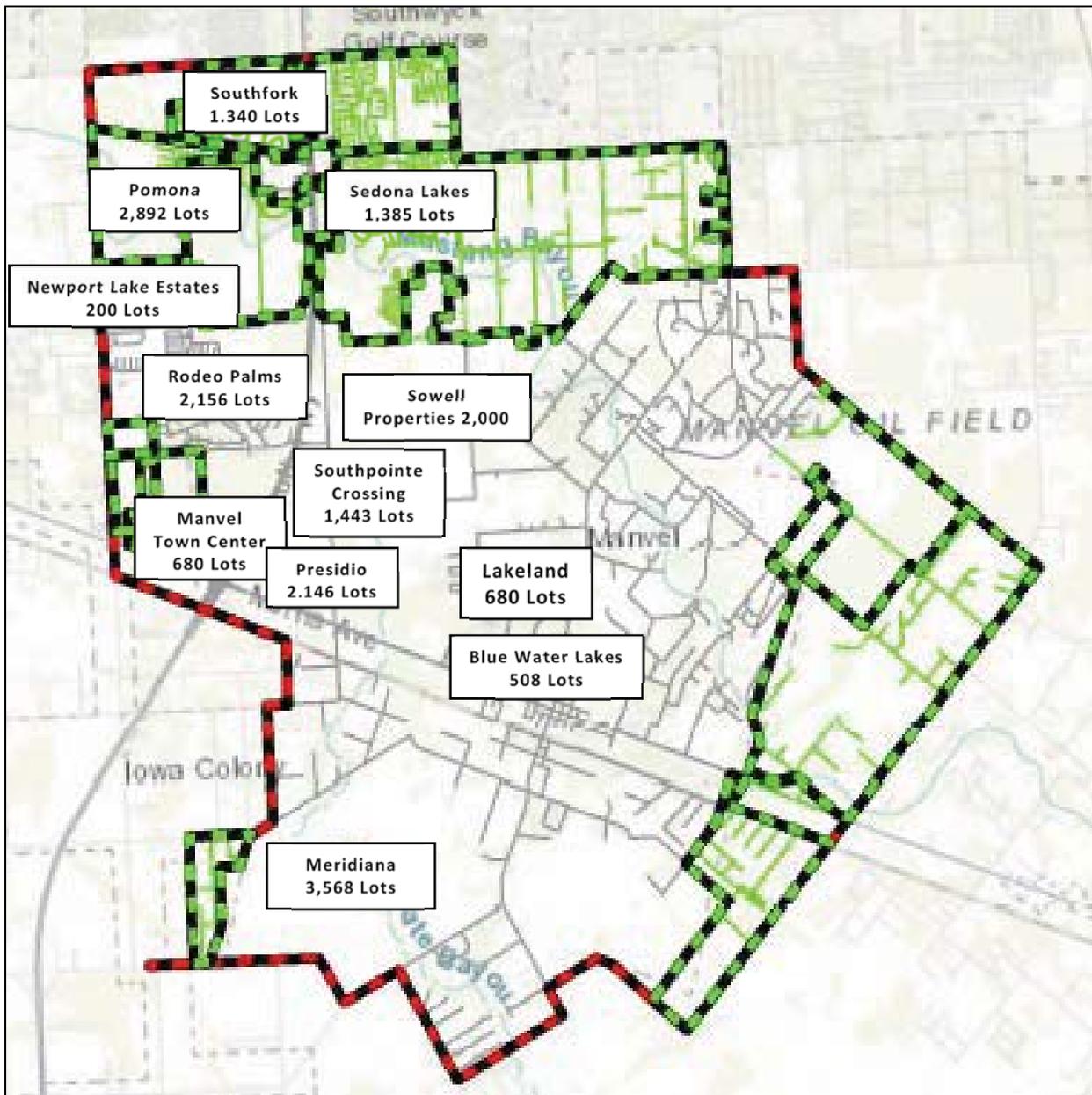
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# City of Manvel, Texas

## Section 3 – Planned Development Projects and MUD’s FY2018 Adopted Budget

### 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.



**Planned Development Project List:**

Subdivision Name	Total # of Lots	Built	Remaining	% Complete
Rodeo Palms	2,156	1,363	793	37%
Lakeland	649	317	332	51%
Sedona Lakes	1,385	615	770	56%
Pomona	2,892	165	2,727	94%
Meridiana	3,451		3,451	100%
Newport Lake Estates	200		200	100%
Blue Water Lakes	508		508	100%
Manvel Town Center	2,298		2,298	100%
Southfork	1,340	818	522	39%
Manvel Proper	102		102	100%
Southpointe Crossing	800		800	100%
Sowell Properties	2,000		2,000	100%
Presidio	2,146		2,146	100%



**Sedona Lakes** - Sedona Lakes, opened in 2013, is along County Road 101 less than a mile east of Highway 288. It is a 535-acre planned development community with an expected 1,385 homes and 2,700 residents. Residents enjoy community lakes, a resort-style pool, and an outdoor pavilion with fireplace, playgrounds and walking trails. Included is a walking path and a 1.5-mile trail meander. In addition, 63 commercial acres are planned with 50% of the commercial acres developed by FY2022 and total commercial buildout by FY2027.

**Rodeo Palms** – Rodeo Palms is a new 66.4 acre community located along State Highway 288. With planned completion by FY2027, it has over 10 lakes and many outdoor amenities. Total lots are estimated at 2,156 and a population near 7,500. An estimated 50% of the projected commercials lots is planned to be developed by FY2022 and the remaining developed by FY2027.

**Lakeland** – Lakeland buildout projection has an anticipated total population of 2,046 by FY2022 and 18 commercial acres developed by FY2027.

**Southfork** – Southfork buildout projection is approximately 4,000 residents with another 300 residents by FY2022.

**Manvel Town Center** - The Manvel Town Center has a total buildout projection of nearly 6,900 residents by 2037 living in a master-planned multi-housing community of 2,298 lots. By FY2022, 25% of the total lots are estimated to be built, then 50% by FY2027 and the remaining 50% are planned to be added by 2037.

**Pomona** - As a tribute to the City of Manvel and its history, the name Pomona was chosen for this new master-planned community. It is a 300 acre 2,892 lot master-planned community with many outdoor amenities. Pomona’s buildout is projected at 3,000 residents in FY2017, a total of 3,000 residents by 2022, and 8,700 residents by 2027.

**Meridiana** - Meridiana is a new 3,000 acre community offering 3,451 lots in Manvel located near Highway 288 and Texas 6. The estimated population of 5,200, or 50%, is estimated by FY2027 and the other 50% or 5,200 is estimated by FY2037, totaling 10,400 residents. It currently has an on-site elementary school with hands-on learning labs and several other educational opportunities. Meridiana's community amenities include a fishing pier, amphitheater, fitness center, multiple pools, interactive playgrounds, nature trails for hiking and biking as well as a launch for kayaks, rafts and paddleboards.

**Bluewater Lakes** - Bluewater Lakes is one of the newest communities expected to buildout to 508 lots along Highway 6 on the City’s southern edge. It will have community pool and walking trails. Buildout projection is at 1,320 by FY2027. By FY2022, 50% of the projected commercial buildout will be developed by FY2022 and the remaining developed by FY2027.

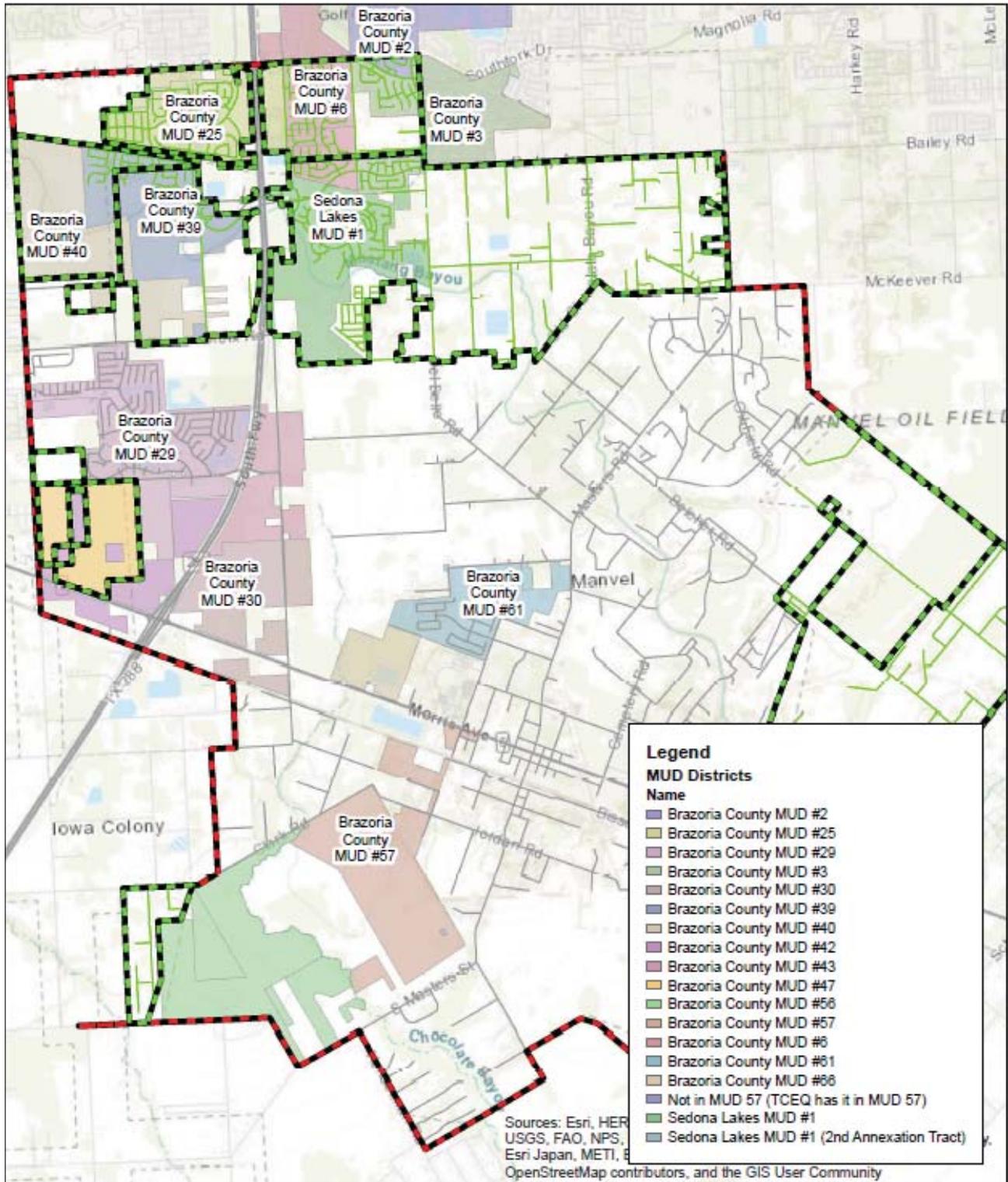
**SouthPointe Crossing** - An estimated population of 1,200 is anticipated by FY2022 with a total of 2,400 residents expected by FY2027. Total buildout is currently projected at 800 lots.

**Presidio** - Total population is estimated at 7,140 with 25% by FY2022 and 50% added by FY2027, and the remaining added by 2037.

**Sowell** - An estimate of 6,000 residents is anticipated by FY2037 with 50% added in FY2027 and the other 50% by FY2037.

**City Limits** - A total of 750 residents combined for the East, West and Central service areas are expected to exist by FY2037. These areas are outside of the planned development communities.

# Municipal Utility Districts (MUD's)



# City of Manvel, Texas

## Section 4 – Executive Summary FY2018 Adopted Budget

### 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 2017 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 three major sections: Introduction, Financial and Operational, and Appendices. 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/Operational section describes various aspects for 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 Enterprise 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 is comprised of most of the City's operations such as Police, Municipal Court, Public Works and Parks. Financial statements, including the adopted FY 2017 budget are presented for every fund. The statements show the fund's financial condition over a number of years. Similar to the checking account statement you receive from your bank, the statement shows beginning balances, revenues, expenditures, and ending balances for each year. Each fund statement shows the actual audited amount from the previous fiscal year, or for this document, the fiscal year 2015. The ending balance of the actual year becomes the beginning balance of the projected current fiscal year, FY 2016. 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 2017 budget year. Accompanying the statements are narratives and graphs which describe the major features of that particular 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 summarized over a number of years.

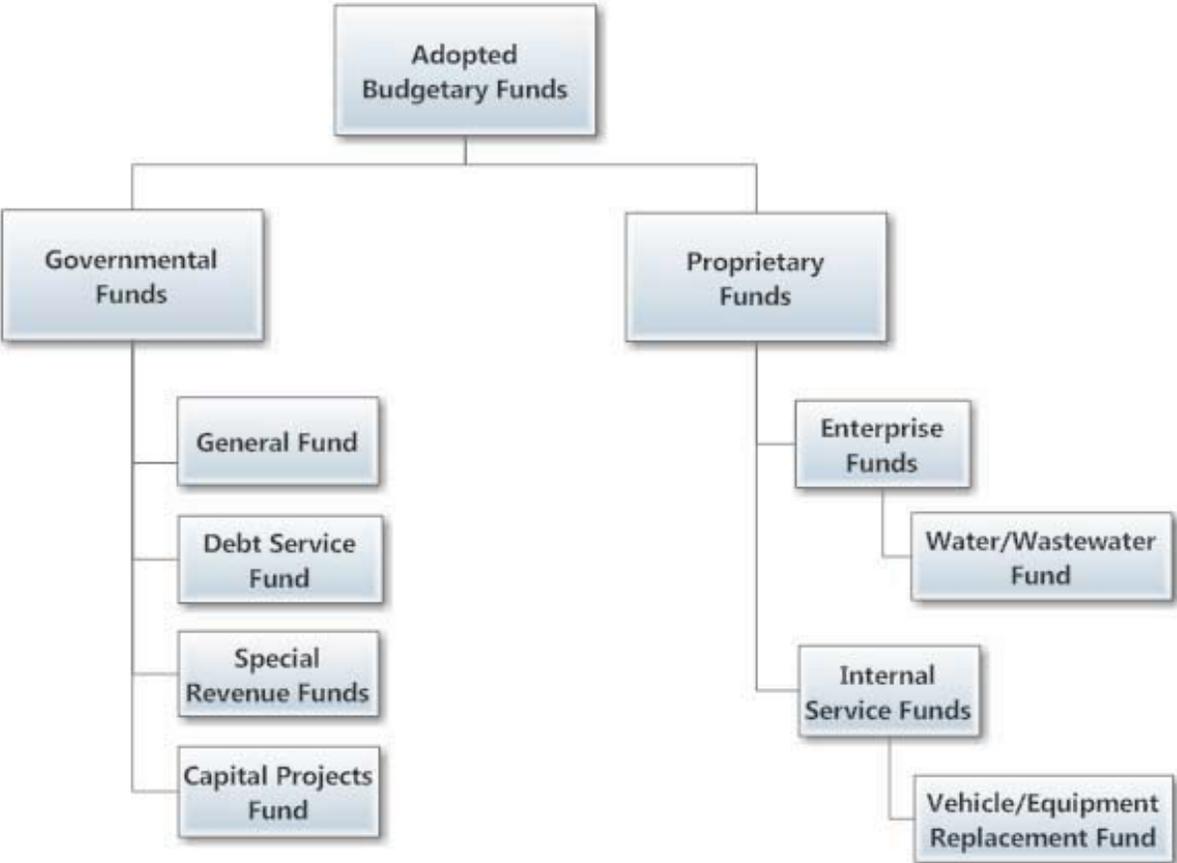
### Funds

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

**Special Revenue Funds** provide a 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 (S.M.D.A.) 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 & wastewater operations which are financed and operated similar to a private business enterprise. Also, included are Internal Service Funds which provide a 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 established by the Government Accounting Standards Board (GASB) and both financial and budgeting documents are prepared on this basis and all funds are included in both financial statements and budget documents.

- 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 recorded when due, and compensated absences, which are recorded when payable from currently available financial resources.
- The City utilities 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 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.

# City of Manvel, Texas

## Section 5 – Financial Management Policies FY2018 Adopted Budget

### Introduction

The City of Manvel has an important responsibility to its citizens to carefully account for public funds, to manage municipal finance wisely, and to plan for adequate funding of services desired by the public.

The main objective of the Financial Management Policy is to enable the City to achieve a long-term stable and positive financial condition. The key words of the City's financial management 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 Manvel City Council. Specifically, this policy framework mandates the pursuit of the following fiscal objectives:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1. Balance and Diversification in revenue sources: The City shall strive to maintain a balance diversified revenue system to protect the City from fluctuation in any one source.
2. User Fees: For services that benefit specific users, when possible the City shall establish and collect fees to recover the cost of those services. Where feasible and desirable, the City shall seek to recover full direct and indirect costs whereas not to prohibit economic development. City staff shall review user fees on a regular basis to calculate their full costs recovery levels, to compare them to the current fee structure, and to recommend adjustments where necessary.

3. **Property Tax Revenues/Tax Rates:** The City shall endeavor to balance its reliance on property tax revenues by revenue diversification, implementation and continued use of user fees, and economic development. The city shall also strive to minimize tax rate increases.
4. **Water/Wastewater Enterprise Utility Funds User Fees:** Utility rates and Enterprise Funds user fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide additional funding for capital improvements, and provide adequate levels of working capital.
5. **Revenue Estimates for Budgeting:** in order to maintain a stable level of services, the City shall use a conservative, objective, and analytical approach when preparing revenue estimates for current and multi-year periods. The process shall include the analysis and probability of economic changes and their impacts on revenues, historical collection rates, and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year and mid-year service reductions.

## **Expenditures**

1. **Current Funding Basis:** The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus the planned use of fund balance accumulated through prior year's savings.
2. **Contracted Labor:** The City will utilize contracted labor for the provision of City services whenever private contractors can perform the established levels of service at the least expense to the City.
3. **Avoidance of Operating Deficits:** The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue estimates are such that an operating deficit is projected at year-end.
4. **Maintenance of Capital Assets:** Through the Vehicle/Equipment Replacement Fund and within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to continue services levels.
5. **Periodic 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.
6. **Purchasing:** The City shall make every effort to maximize any discounts offered by creditors/vendors. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. The City will follow state law concerning the amount of the purchase requiring formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall obtain the most favorable terms and pricing possible. Every effort will be made to include minority business enterprises in the bidding process.

## **Capital Expenditures and Improvements**

1. **Capital Improvements Planning Program:** The City shall annually review the Capital Improvement Plan ("CIP"), the current status of the City's infrastructure, replacement and renovation needs, and potential new projects and update the plan as appropriate. All projects, ongoing and proposed, shall be

prioritized based on an analysis of current needs resource availability. For every project, all operation, maintenance and replacement costs shall be fully estimated and disclosed. The CIP shall also present the City's long-term borrowing plan, debt payment schedules, and other debt outstanding or planned including general obligation bonds, revenue bonds, certificates of obligation, and lease/purchase agreements when appropriate.

2. Capital Assets: A capital asset will be defined as equipment that exceeds \$5,000 and has a useful life that exceeds 3 years.
3. Replacement of Vehicle/Equipment Capital Assets on a Regular Schedule: The City shall annually prepare a schedule for the replacement of its vehicle/equipment capital assets associated with General Fund and Water/Wastewater Utility Fund operations through the Vehicle/Equipment Replacement Fund. Capital assets included in this fund will be authorized by charges to the departments using the assets. The amortization charges will be sufficient for replacing the capital equipment at the end of its expected useful life. The amortization charges application of those funds for replacement purposes will be accounted for in the Vehicle/Equipment Replacement Fund.

## **Fund Balance**

1. General Fund Undesignated Fund Balance: The City shall strive to maintain the General fund undesignated fund balance at a target of 20% with the minimum being 15% and the maximum being 25%.
2. 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%.
3. Utility Working Capital and Retained Earnings of Other Operating Funds: In other operating funds, the City shall strive to maintain a positive retained earnings position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the minimum working capital in the Water and Wastewater Fund shall be a target level of 20% of current year budgeted operating expenditures with the minimum being 15% and the maximum balance being 25%.
4. 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**

1. Use of Debt Financing: Debt financing to include general obligation bonds, revenue bonds, certificates of obligation, tax notes and lease/purchase agreements, shall only be used.
2. Amortizations of Debt: Amortization of debt shall be structured in accordance with a multi-year capital improvement plan. The term of a debt issue will never exceed the useful life of the capital asset being financed.
3. Affordability Targets: The City shall use an objective analytical 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.

4. Bidding Parameters: The notice of sale will be carefully constructed so as to ensure the best possible bid for the City, in light of the existing market condition and other prevailing factors. Parameters to be examined include:
  - Limits between lowest and highest coupons
  - Coupon requirements relative to the yield curve
  - Method of underwriter compensation, discount or premium coupons
  - Use of True Interest Cost (TIC) vs. Net Interest Cost (NIC)
  - Use of bond insurance
  - Deep discount bonds
  - Variable rate bonds
  - Call provisions
5. Bond Issuance Advisory Fees and Costs: The city will be actively involved in the selection of all financial advisors, underwriters, paying agents, and bond counsel. The City will carefully itemize and scrutinize all costs associated with the issuances of the bonds.
6. Sale Process: The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated bid.
7. Rating Agencies Presentation: Full disclosure of operations and open lines of communication shall be made to the rating agencies. City staff, with assistance of financial advisors, shall prepare the necessary materials and presentation to the rating agencies.
8. Continuing Disclosure: The City is committed to continuing disclosure of financial and pertinent credit information relevant to the City's outstanding securities.
9. Debt Refunding: The Finance Director and the financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. A proposed refunding of debt should provide value benefit as a percent of refunded principal of at least 3.5%.

## **Investments**

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

## **Grants**

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

2. 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.
3. 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.
4. Grant Program Termination: the City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available unless alternate funding is identified.

### **Allowance Write-Off Policy**

Write-offs of Account Receivables (A/R) are reviewed annually by the Director of Finance. A/R's are eligible for write off if 18 months or older. Documentation of notices, letters, and telephone calls should be made for each write off.

Exceptions:

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

### **Delinquency Policy (Utility Billing)**

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

In addition, the notice shall:

- a. Set a date for water turn-off; and
- b. Specify that service will be shut off unless payment in full is made to the city by stipulated date; and
- c. Advise that an additional charge per the ordinance adopted by the city council will be added to the bill when service is reconnected; and
- d. Extensions can only be granted by Director of Finance and only for a maximum of 12 months.

### **Accounting, Auditing, and Financial Reporting**

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

## **Internal Controls**

The Director of Finance is responsible for the development of citywide written guidelines on purchasing, cash handling, internal controls, and other financial matters. The Director of Finance will assist department managers as needed in tailoring these guidelines into detailed written procedures to fit each department's specific requirements.

Each department manager is responsible to ensure that good internal controls are followed throughout his or her department, that all finance department guidelines on purchase and internal controls are implemented, and that all independent auditor control recommendations are addressed.

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# City of Manvel, Texas

## Section 6 – Combined Fund Totals FY2018 Adopted Budget

### Major Revenues by Type – All Funds

Major revenue sources for the City total \$13.2 million (excluding interfund transfers). The primary revenue categories are comprised of property taxes, other taxes, licenses and permits, and other revenues, making up 89.4%, or \$11.8 million in revenues. The remaining categories total \$1.4 million, or 10.6%, which represent utility revenues, franchise fees, court fines and fees, and investment earnings.

#### Property Taxes/Assessments

Revenues from ad valorem or property taxes represent \$4 million, or 30.5%, of overall revenues at \$13.2 million. Property tax revenues are based on a tax rate of \$0.57000 per \$100 of assessed valuation for the tax year 2018. Property tax collection is authorized by the State of Texas up to \$2.50 per \$100 of assessed valuation for maintenance and operations and debt service.

#### Other Taxes

Sales tax revenue, estimated at \$2.3 million, represents 17.2% of total revenues. 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 making 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% and distributes 2% to the City. Of the total 2% 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).

The estimated FY2017 collections are expected to be \$57,000, or 4.2%, higher than the FY2017 original budget. FY2018 collections are expected to increase by 3.4%, or \$48,000. The total budget for sales tax for FY18 is \$1.48 million.

#### Franchise Fees

Franchise taxes are anticipated to total \$475,000. Franchise 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%.

The largest franchise revenues source is Electric Franchise revenues, which is budgeted at \$221,000, or 47% of total Franchise revenues.

#### Licenses and Permits

Licenses and permit revenues represents \$1.7 million, 12.7% of total City revenues. It has increased by \$533,000 over the original FY17 budget as a result of new development in the City. For FY2018, the City lowered the estimate by \$35,000 over the 2017 final estimate as result of conservative calculations in

# City of Manvel, Texas

## Section 6 – Combined Fund Totals FY2018 Adopted Budget

### Major Revenues by Type – All Funds (cont.)

new housing and commercial developments. The City still expects new housing development to remain strong during FY2018.

#### Fines and Fees

Fines and fees represent \$189,700, or 1.4% of total City revenues. This amount was \$18,700, or 11.7%, higher than the FY2017 original budget, but \$49,000 less than the FY2017 final estimate due to recalculated estimates from the last quarter of FY2017.

#### Other Revenues

Other revenues for FY2018, a total of \$3.8 million, or 28.9%, was received primarily from bond proceeds of \$3.5 million in the Debt Service Fund and \$272,000 in vehicle/equipment replacement fees for future purchases of vehicles. In FY2017, \$4.5 million in bond proceeds was received in addition to a one-time \$524,000 in pipeline crossing revenues.

#### Utility Revenues

Utility revenues primarily represent water and wastewater charges for services. The estimate for FY2018 is \$687,000, or 5.2% of total City revenues. The majority of this is customer utility charges in the Utility Fund, totaling \$435,000 (water is \$227,000 and wastewater is \$208,000). The FY2017 estimate is \$429,000 for water and wastewater customer utility charges.

The total City estimate for FY2018 also includes \$202,000 for water and wastewater impact fees which is deposited to the Impact Fee Fund. The amount was \$118,000 in FY2017.

#### Investment Income

Investment earnings have been minimal over the years as a result of low rates of interest and maintaining the majority of cash in the checking account for daily operating needs. As funds become more available to invest, earnings should increase. For FY2018, the total estimate for the City is \$38,000.

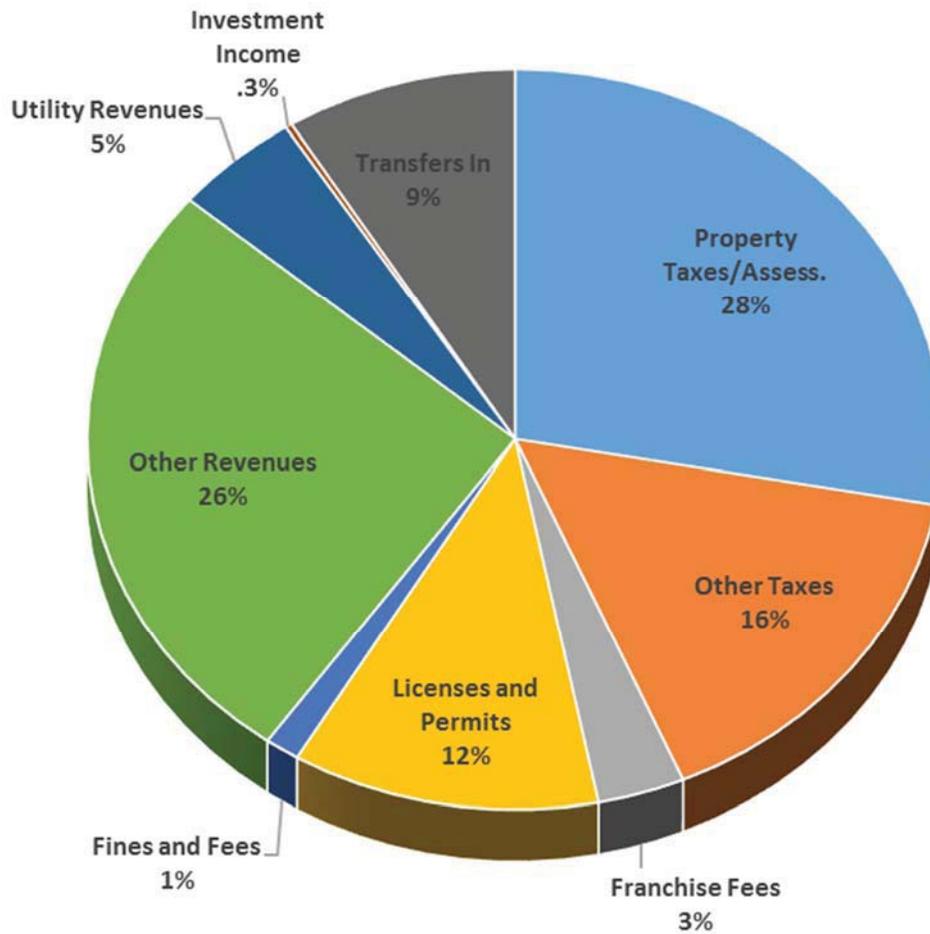
## City of Manvel, Texas FY2018 Adopted Budget

### Funding Sources (Revenues) - All Funds

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
General Fund	5,910,184	5,731,102	6,983,878	7,047,546	6,897,186
Veh/Equip. Repl. Fund	329,054	271,578	339,579	343,560	272,401
Debt Service Fund	3,208,667	753,028	753,028	769,804	1,018,498
Utility Fund	524,605	501,600	593,009	592,353	582,350
Impact Fee Fund	429,604	150,000	117,479	118,050	203,589
Capital Projects Fund	81,644	6,220,100	6,716,351	6,059,924	4,435,500
Parks Fund	-	100,000	100,000	100,000	100,000
Hotel Tax Fund	70,000	65,075	83,075	84,266	66,050
Court Security Fund	4,296	5,010	5,010	4,514	5,010
Court Technology Fund	3,265	6,512	6,512	5,952	6,010
Law Enforcement Fund	-	-	-	-	-
Peg Fee Fund	4,720	9,406	9,406	11,740	8,005
SMDA Fund	(486)	10,010	34,860	64,440	66,510
TIRZ# 3 Fund	29,235	29,235	25,000	41,237	36,500
MEDC Fund	688,246	651,000	651,000	739,161	735,000
<b>Total Revenues</b>	<b>\$ 11,283,034</b>	<b>\$ 14,503,656</b>	<b>\$ 16,418,187</b>	<b>\$ 15,982,547</b>	<b>\$ 14,432,609</b>

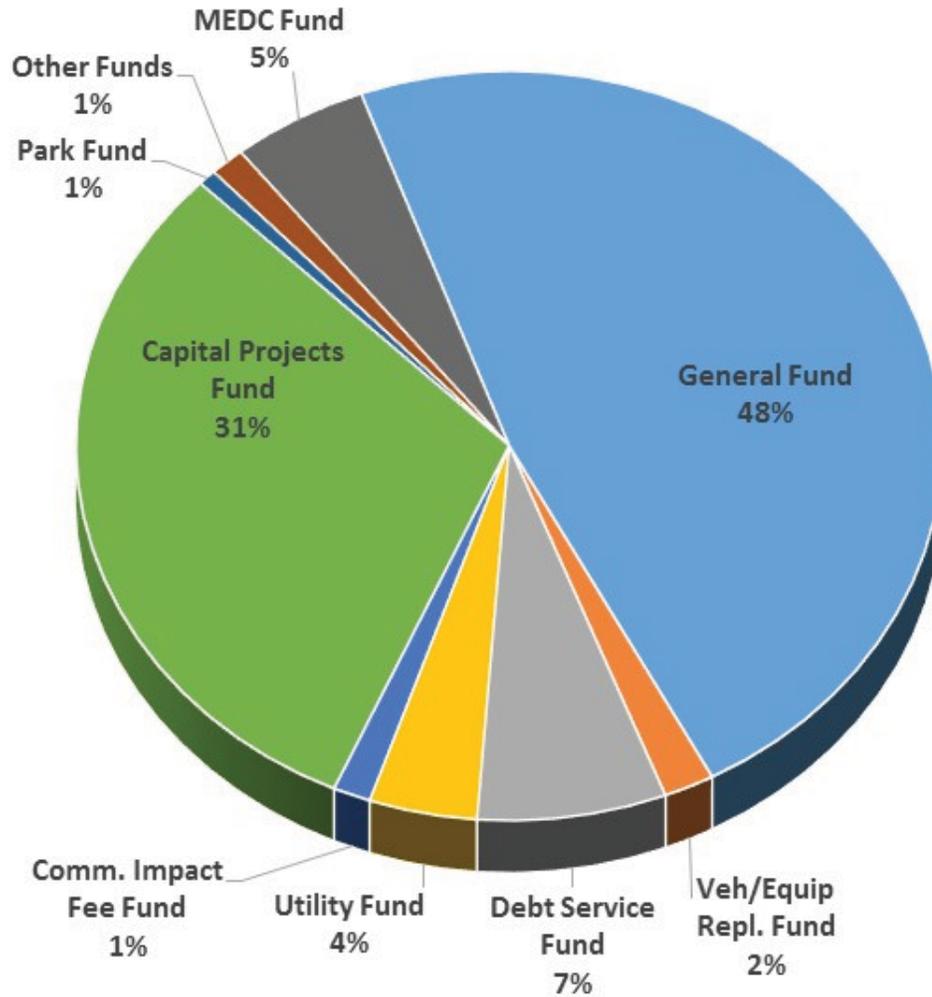
# City of Manvel, Texas FY2018 Adopted Budget

## Total Budgeted Revenues by Type – All Funds FY2018 - \$14,431,499



# City of Manvel, Texas FY2018 Adopted Budget

Total Budgeted Revenues by Fund - All Funds  
FY2018 - \$14,431,499



# City of Manvel, Texas

## FY2018 Adopted Budget

### Major Expenditures by Type – All Funds

Major expenditure uses for the City total \$13.2 million (excluding interfund transfers). The primary expenditure categories for the City consists of capital outlays, personnel, other services, and contractual services which represent 97% of total expenditures. The remaining 3% in in expenditures consists of commodities. This \$13.2 million is \$517,000, or 3.6%, less than the FY2017 original budget.

#### Personnel Costs

Personnel costs represents \$4 million, or 28.5% of the overall budget. The City offers a competitive benefit package to employees, which includes medical and dental coverage as well as TMRS retirement contributions as the City matches employee contributions 2 to 1. The FY2017 original budget for personnel costs was \$3.4 million, or \$595,000 less than FY2018. During FY2018, the City added 7 new Full-Time positions, totaling \$441,000.

#### Capital Outlays

Capital outlays represent \$5.1 million, or 36.8%, of total City expenditures. Capital outlay expenditures are mostly related to capital improvement projects within the City. Capital projects are funded with bond proceeds, MEDC reimbursements, and City funds. Project types include City facilities, parks, water and wastewater. The primary capital cost budgeted for FY2018 is \$3.3 million for new regional wastewater treatment plants, \$600,000 for the City Hall renovation, \$184,000 for new vehicles, \$310,000 for a waterline project, and \$100,000 for park improvements. The FY2017 original budget was \$7.6 million, of which \$1.3 million is estimated for FY2017. Unexpended funds committed in FY2017 will be carried over into FY2018.

#### Commodities

Total commodities of \$370,000 represents 2.6% of total City expenditures. This includes minor tools, fuel, office expense, road materials, janitorial, cleaning postage, and other items. The FY2017 original budget was \$221,000. During FY2017, \$832,000 was estimated for the year which included \$458,000 in one-time pipeline expenditures.

#### Contractual Services

Contractual services for FY2018 is budgeted at \$1.8 million, or 12.9%, of total City expenditures. The majority of this category is \$650,000 in permit related contractual costs and a \$130,800 refund to developers. The estimate for FY2017 was \$1.6 million.

#### Other Services

Other services for FY2018 is \$2.7 million, or 19.2%, of total City expenditures. For FY2017, the estimated expenditures were \$2.4 million. For FY2018, bond principal and interest was \$949,000, \$150,000 in utility equipment repairs, street repairs was budgeted at \$400,000, and \$272,000 was set aside vehicle/equipment replacement charges.

# City of Manvel, Texas

## FY2018 Adopted Budget

### Major Expenditures by Fund Group – All Funds

#### General Fund

General Fund expenditures are \$7.8 million, including transfers. The majority of the costs are in the Police Department which is \$2.3 million or 29.4%. The next largest department is the Administration Department which is \$1.4 million, or 17.6%, following by Public Works in the amount of \$1.4 million or 18.1%.

Total expenditures for FY2018 is \$457,000, or 6.2%, more than FY2017, primarily due to added personnel costs. Fund balance at the beginning of FY2018 was estimated to be \$4 million. With expenditures exceeding revenues by \$900,000, Fund Balance is estimated to be \$3.1 million, or 39%, which is within the fund balance policy. The # of days coverage is 144 days.

#### Special Revenue Funds

The FY2018 budget for Special Revenue Fund expenditures represent \$978,000, or 7% (excluding interfund transfers), of total City expenditures. Special Revenue Funds are used to account for specific revenues that are either legally restricted to expenditures for a particular purpose or need to be accounted for separately. City of Manvel Special Revenue Funds included the Community Impact Fee Fund, Parks Fund, Hotel Occupancy Tax Fund, Court Security Fund, Court Technology Fund, Law Enforcement Fund, Peg Fee Fund, South Manvel Development Authority Fund (SMDA), and the Tax Increment Reinvestment Zone # (TIRZ#3) Fund, and the Manvel Economic Development Authority Fund (MEDC).

#### Proprietary Funds

The City maintains one type of proprietary fund, it's Utility Fund. This fund is used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses the Utility Fund to account for its water distribution and wastewater collection/treatment. Total operating revenues for FY2018 are \$477,350, which is a \$31,000, or 7%, increase over the estimated FY2017 total. Total operating expenditures (excluding depreciation) for FY2018 are \$647,604, which is \$55,000, or 9.2%, more than the FY2017 estimate.

The City also uses 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 and estimates, usually over a 3-5 year period are used to fund their future replacement. Revenues in the Vehicle/Replacement Fund for FY2018 are \$272,000. Expenditures in this fund are used to purchase new vehicles and related equipment. For FY2018, the adopted budget is \$152,000.

#### Debt Service Fund

The budget in the Debt Service Fund totals \$949,000 for FY2018. Expenditures include \$727,000 in principal payments and \$221,000 in interest. Ad valorem taxes for FY2018 total \$919,000, and a reimbursement from the MEDC for FY2018 is \$93,000.

# City of Manvel, Texas

## FY2018 Adopted Budget

### Major Expenditures by Fund Group – All Funds (cont.)

#### Capital Projects Fund

The 2016-2020 Capital Improvement Program (CIP) totals \$150 million. Of this total, \$2.4 million is for General Government projects, \$48.3 million is for Parks Projects, \$1.1 million is of Streets Projects, \$5.8 million for Water Projects, and \$82.4 million is for Utility Projects. In FY2018, the Capital Projects Fund budget is \$4.2 million, or 27.8%, of total City expenditures.

Funding for the FY2016-2020 CIP Program comes from a variety of revenue sources. For the 5 year CIP period, Certificates of Obligation is \$77.5 million, \$3.7 million is from City Funds, \$915,000 is from the Manvel Economic Development Corporation (MEDC), and \$68 million is from Developers and Municipal Utility Districts (MUD's).

The CIP Project spending plans are primarily construction at \$122 million, \$9.7 million and professional services, land purchases is \$2.7 million, \$15.7 million in other costs, and \$100,000 for equipment.

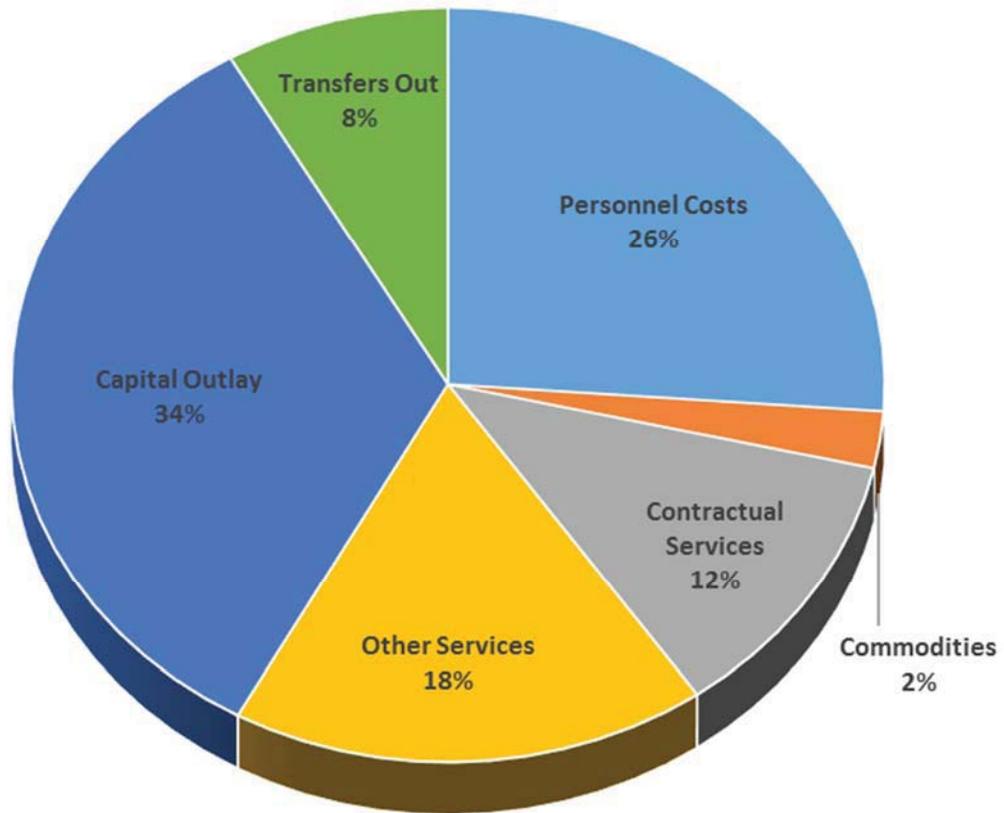
## City of Manvel, Texas FY2018 Adopted Budget

### Total Expenditures - All Funds FY2018 - \$15,216,935

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
General Fund	6,056,536	5,990,841	7,699,763	7,358,823	7,815,685
Vehicle Eq/Repl. Fund	329,054	277,489	300,168	219,414	152,483
Debt Svc	3,053,759	750,269	834,595	833,595	949,124
Utility	726,636	473,355	607,543	592,923	647,604
Impact Fee Fund	10,000	10,000	10,000	9,082	450,800
Capital Projects Fund	168,965	6,665,300	7,305,176	1,751,529	4,235,000
Parks Fund	-	-	-	-	118,850
Hotel Tax Fund	3,643	4,000	4,000	3,769	1,000
Court Security Fund	4,070	4,500	7,960	3,217	4,589
Court Technology Fund	114	1,978	1,978	691	15,000
Law Enforcement Fund	-	-	-	-	-
Peg Fee Fund	-	-	-	-	50,000
SMDA Fund	241	6,150	6,150	2,415	5,300
TIRZ# 3 Fund	29,235	25,000	25,000	24,850	36,500
MEDC Fund	164,303	651,000	651,000	163,963	735,000
<b>Total Expenditures</b>	<b>\$ 10,546,556</b>	<b>\$ 14,859,882</b>	<b>\$ 17,453,333</b>	<b>\$ 10,964,271</b>	<b>\$ 15,216,935</b>

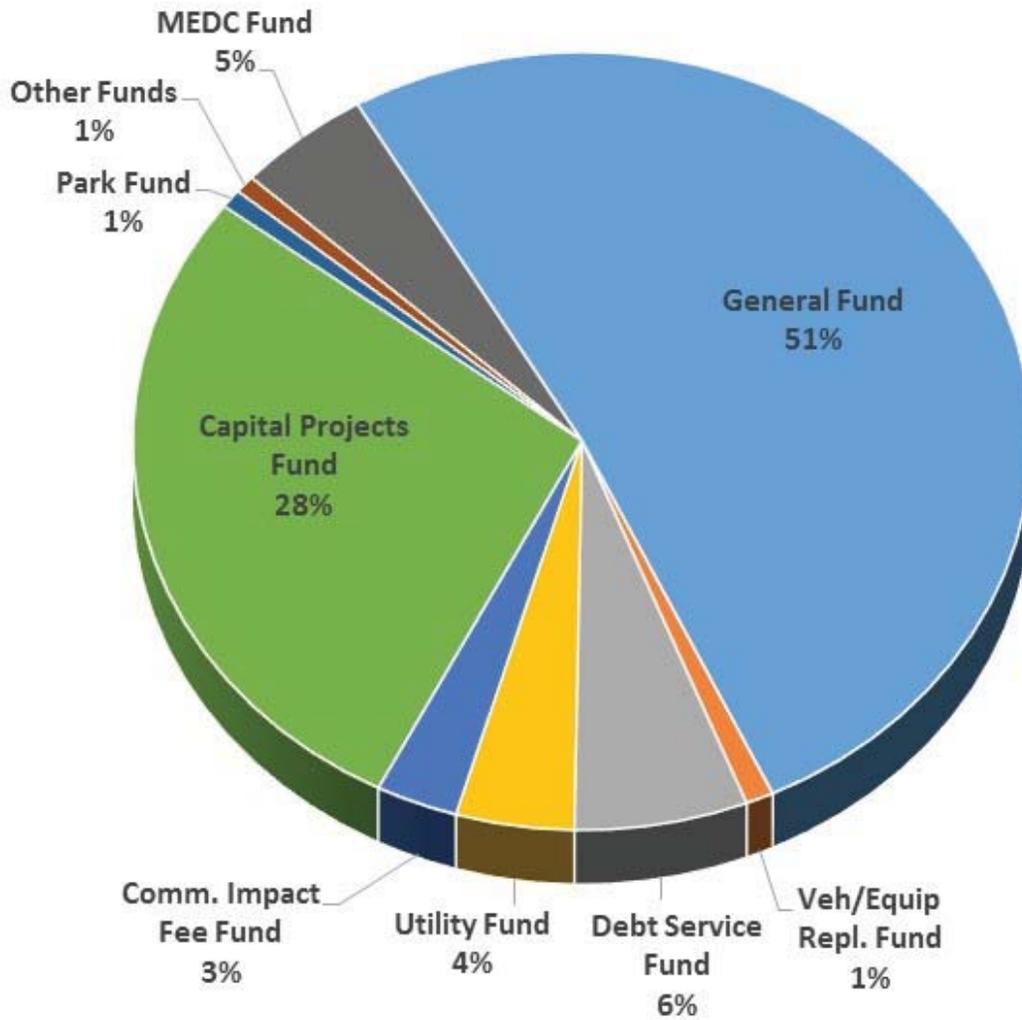
# City of Manvel, Texas FY2018 Adopted Budget

Total Budgeted Expenditures by Type - All Funds  
FY2018 - \$15,216,935



# City of Manvel, Texas FY2018 Adopted Budget

Total Budgeted Expenditures by Fund – All Funds  
FY2018 - \$15,216,935



# City of Manvel, Texas FY2018 Adopted Budget

## Combined Fund Summary - All Funds

	General Fund	Vehicle/ Equip Repl. Fund	Debt Service Fund	Utility Fund	Community Impact Fee Fund	Capital Projects Fund	Park Fund	Hotel Occupancy Tax Fund
Property Taxes/Assess.	3,034,536		924,844					
Other Taxes	1,468,350							66,000
Franchise Fees	475,000							
Licenses and Permits	1,678,000							
Fines and Fees	178,700							
Other Revenues	32,600	272,401		5,000		3,500,000		
Utility Revenues				477,350	202,479			
Investment Income	30,000		1,000		1,110	500		50
<b>Total Revenues</b>	<b>6,897,186</b>	<b>272,401</b>	<b>925,844</b>	<b>482,350</b>	<b>203,589</b>	<b>3,500,500</b>	<b>-</b>	<b>66,050</b>
Transfers In			92,654	100,000		935,000	100,000	
<b>Total Revenues &amp; Avail. Resources</b>	<b>6,897,186</b>	<b>272,401</b>	<b>1,018,498</b>	<b>582,350</b>	<b>203,589</b>	<b>4,435,500</b>	<b>100,000</b>	<b>66,050</b>
Personnel Costs	3,764,222	-	-	208,553	-	-	-	-
Commodities	319,929	-	-	32,000	-	-	1,200	-
Contractual Services	1,326,410	34,112	-	184,376	130,800	-	17,650	-
Other Services	1,429,674	3,500	949,124	222,675	10,000	-	-	1,000
Capital Outlay	150,451	114,871	-	-	-	4,235,000	100,000	-
<b>Total Expenditures</b>	<b>6,990,685</b>	<b>152,483</b>	<b>949,124</b>	<b>647,604</b>	<b>140,800</b>	<b>4,235,000</b>	<b>118,850</b>	<b>1,000</b>
Transfers Out	825,000	-	-	-	310,000	-	-	-
<b>Total Expenditures &amp; Transfers</b>	<b>7,815,685</b>	<b>152,483</b>	<b>949,124</b>	<b>647,604</b>	<b>450,800</b>	<b>4,235,000</b>	<b>118,850</b>	<b>1,000</b>
Beginning Fund Balance	3,997,245	124,146	162,252	9,444,402	397,772	4,801,329	100,000	426,870
<b>Ending Fund Balance</b>	<b>\$3,078,747</b>	<b>\$ 244,064</b>	<b>\$ 231,626</b>	<b>\$ 9,379,148</b>	<b>\$ 150,561</b>	<b>\$5,001,829</b>	<b>\$ 81,150</b>	<b>\$ 491,920</b>

# City of Manvel, Texas FY2018 Adopted Budget

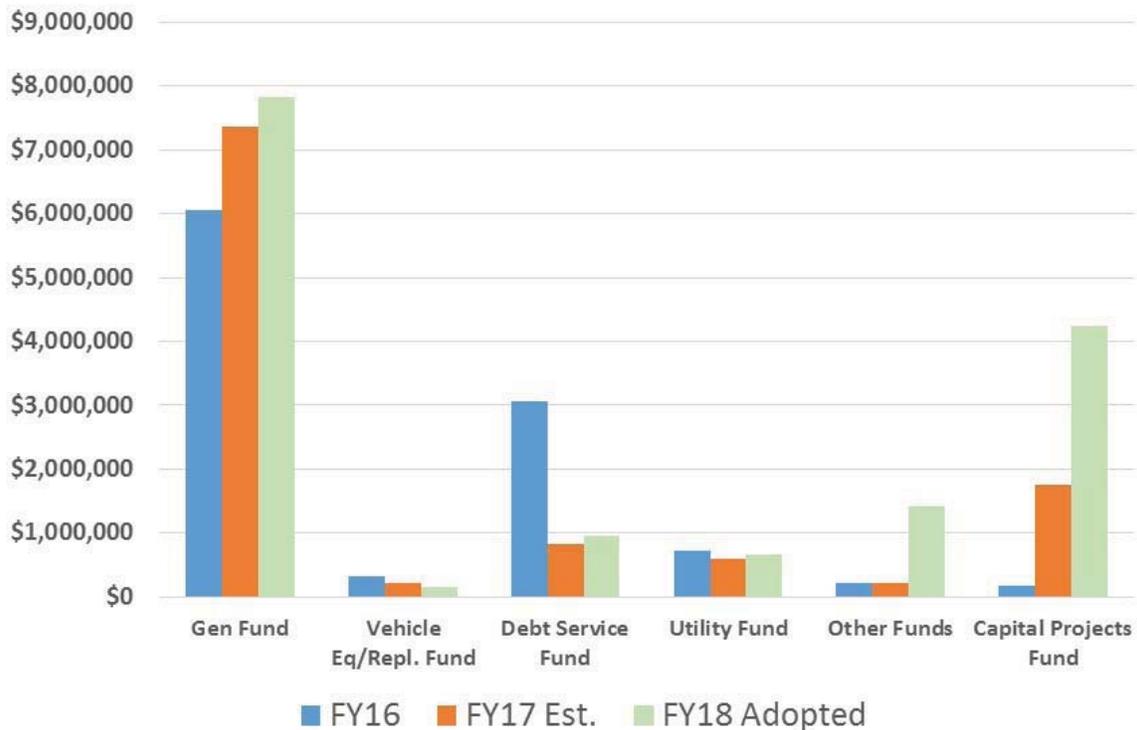
## Combined Fund Summary - All Funds

	Court Security Fund	Court Technology Fund	Law Enforcement Fund	Peg Fee Fund	SMDA Fund	TIRZ#3 Fund	MEDC Fund	Total
Property Taxes/Assess.					30,000	30,000		4,019,380
Other Taxes						6,500	730,000	2,270,850
Franchise Fees								475,000
Licenses and Permits								1,678,000
Fines and Fees	5,000	6,000						189,700
Other Revenues								3,810,001
Utility Revenues				8,000				687,829
Investment Income	10	10		5	10		5,000	37,695
<b>Total Revenues</b>	<b>5,010</b>	<b>6,010</b>	<b>-</b>	<b>8,005</b>	<b>30,010</b>	<b>36,500</b>	<b>735,000</b>	<b>13,168,455</b>
Transfers In					36,500			1,264,154
<b>Total Revenues &amp; Avail. Resources</b>	<b>5,010</b>	<b>6,010</b>	<b>-</b>	<b>8,005</b>	<b>66,510</b>	<b>36,500</b>	<b>735,000</b>	<b>14,432,609</b>
Personnel Costs	4,589	-		-	-	-	-	3,977,364
Commodities	-	15,000		-	-	-	1,500	369,629
Contractual Services	-	-		-	5,000	-	94,625	1,792,973
Other Services	-	-		-	300	-	67,250	2,683,523
Capital Outlay	-	-		50,000	-	-	478,971	5,129,293
<b>Total Expenditures</b>	<b>4,589</b>	<b>15,000</b>	<b>-</b>	<b>50,000</b>	<b>5,300</b>	<b>-</b>	<b>642,346</b>	<b>13,952,781</b>
Transfers Out	-	-		-	-	36,500	92,654	1,264,154
<b>Total Expenditures &amp; Transfers</b>	<b>4,589</b>	<b>15,000</b>	<b>-</b>	<b>50,000</b>	<b>5,300</b>	<b>36,500</b>	<b>735,000</b>	<b>15,216,935</b>
Beginning Fund Balance	6,780	15,795	844	83,050	130,787	16,387	2,241,161	21,948,820
<b>Ending Fund Balance</b>	<b>7,201</b>	<b>6,805</b>	<b>844</b>	<b>41,055</b>	<b>191,997</b>	<b>16,387</b>	<b>2,241,161</b>	<b>21,164,494</b>

## City of Manvel, Texas FY2018 Adopted Budget

### 3-Year Expenditure Comparison – All Funds

	FY16	FY17 Est.	FY18 Adopted
Gen Fund	6,056,536	7,358,823	7,815,685
Vehicle Eq/Repl. Fund	329,054	219,414	152,483
Debt Service Fund	3,053,759	833,595	949,124
Utility Fund	726,636	592,923	647,604
Other Funds	211,607	207,987	1,417,039
Capital Projects Fund	168,965	1,751,529	4,235,000
<b>Totals</b>	<b>\$ 10,546,556</b>	<b>\$ 10,964,271</b>	<b>\$ 15,216,935</b>



# City of Manvel, Texas FY2018 Adopted Budget

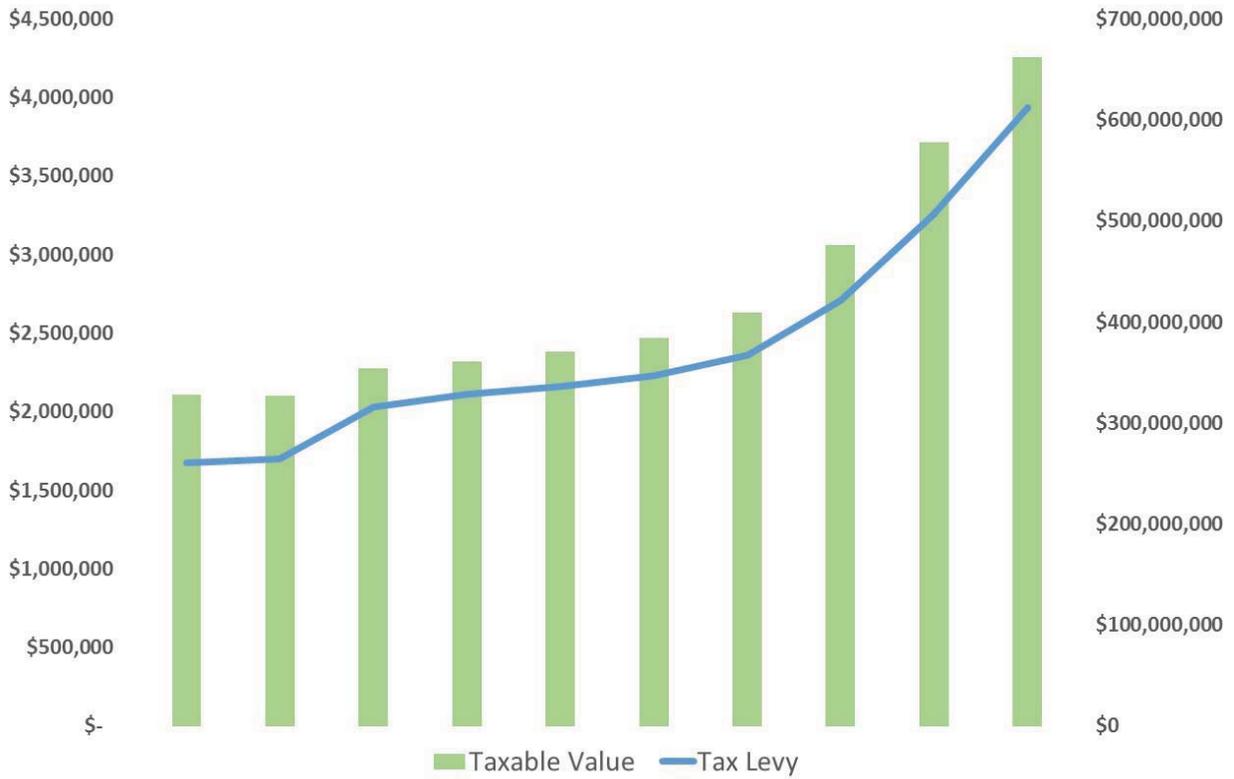
## Property Tax Assessments

	FY16 Actual	FY17 Adopted Budget	FY17 Estimate	FY18 Adopted Budget
Taxable Value	\$471,727,337	\$571,498,980	\$571,498,980	\$662,733,917
Collection %	100%	100%	100%	100%
 Levy				
General Fund	\$ 2,239,035	\$ 2,601,589	\$ 2,543,595	\$ 3,019,436
Debt Service Fund	\$ 496,984	\$ 655,955	\$ 699,740	\$ 918,794
<b>Total</b>	<b>\$ 2,736,019</b>	<b>\$ 3,257,544</b>	<b>\$ 3,243,335</b>	<b>\$ 3,938,230</b>
 Tax Rate Summary				
General Fund	0.464646	0.455222	0.455222	0.431363
Debt Service Fund	0.105354	0.114778	0.114778	0.138637
<b>Total</b>	<b>0.570000</b>	<b>0.570000</b>	<b>0.570000</b>	<b>0.570000</b>

# City of Manvel, Texas FY2018 Adopted Budget

## Property Tax Rates

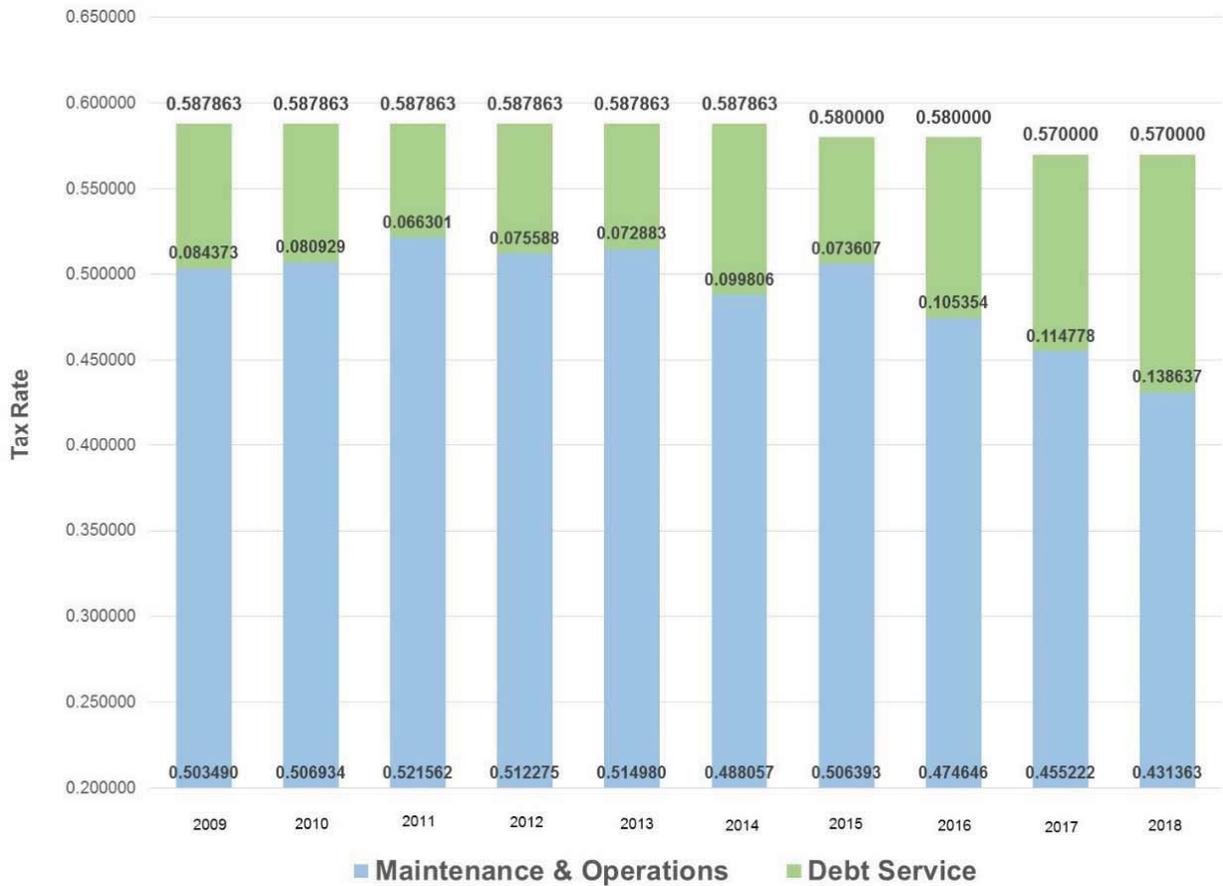
### 10-Year Historical Comparison – Taxable Values vs. Tax Levy



# City of Manvel, Texas FY2018 Adopted Budget

## Property Tax Rates

### 10-Year Historical Comparison – Tax Rates

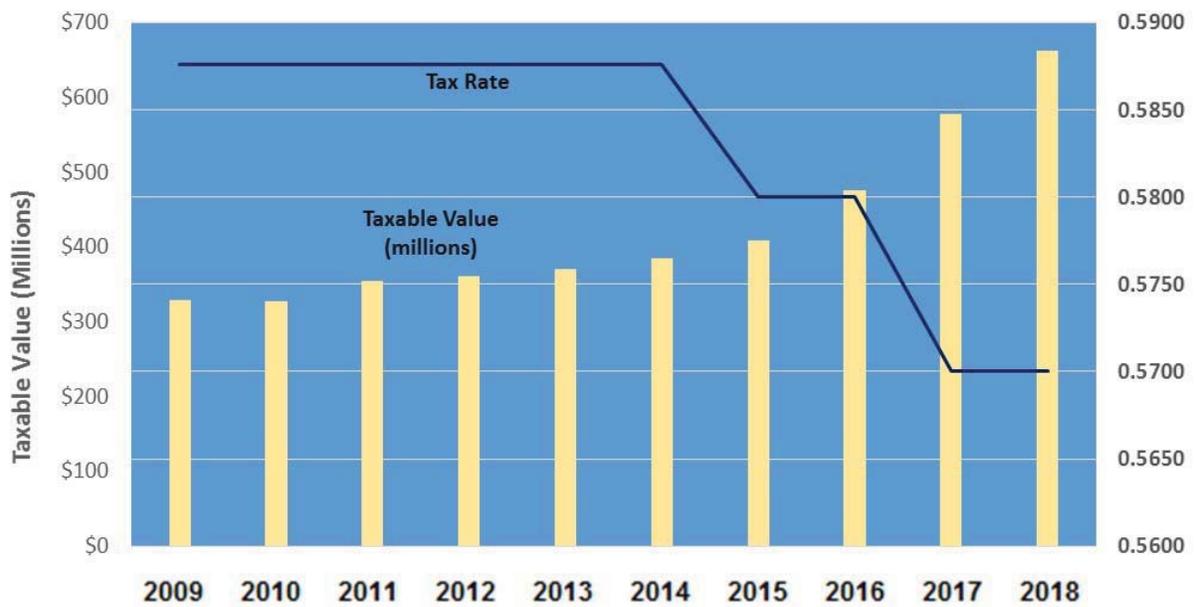


	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
M&O	0.50349	0.50693	0.52156	0.51228	0.51498	0.48806	0.50639	0.47465	0.45522	0.43136
Debt	0.08437	0.08093	0.06630	0.07559	0.07288	0.09981	0.07361	0.10535	0.11478	0.13864
<b>Total</b>	<b>0.58763</b>	<b>0.58763</b>	<b>0.58763</b>	<b>0.58763</b>	<b>0.58763</b>	<b>0.58763</b>	<b>0.58000</b>	<b>0.58000</b>	<b>0.57000</b>	<b>0.57000</b>

# City of Manvel, Texas FY2018 Adopted Budget

## Property Tax Rates

### 10-Year Historical Comparison Taxable Value vs. Total Tax Rate



# City of Manvel, Texas FY2018 Adopted Budget

## Property Tax Rates

### FY2018 (2017 Tax Year) Overlapping Tax Rates

<u>TAX ENTITY</u>	<u>2017 TAX</u>						
	<u>RATE</u>	<u>HS</u>	<u>OA</u>	<u>HS/OA</u>	<u>DP</u>	<u>HS/DP</u>	<u>LOC OPT</u>
Brazoria County MUD #42	0.000000						
Road & Bridge Fund	0.060000	*\$3,000	\$100,000	\$100,000	\$100,000	\$100,000	*20%
Brazoria County Emergency District #3	0.100000		\$10,000		\$10,000		
Brazoria County Drainage District #4 (Pearland)	0.146000		\$75,000		\$75,000		*20%
Brazoria County Drainage District #5 (Iowa Colony)	0.150131		\$75,000		\$75,000		*20%
Alvin Community College	0.180750		\$75,000		\$75,000		
Brazoria County	0.380234		\$100,000		\$100,000		*20%
City of Manvel	0.570000		\$90,000		\$90,000		
Brazoria County MUD #25	0.740000	*\$5,000	\$25,000		\$25,000		*20%
Brazoria County MUD #61	0.910000						
Brazoria County MUD #29	0.940000		\$10,000		\$10,000		
Sedona Lakes MUD #1	1.250000		\$10,000		\$10,000		
Alvin Independent School District	1.450000	\$25,000	\$20,000	\$45,000	\$10,000	\$35,000	
Brazoria County MUD #39	1.500000						
Brazoria County MUD #40	1.500000						

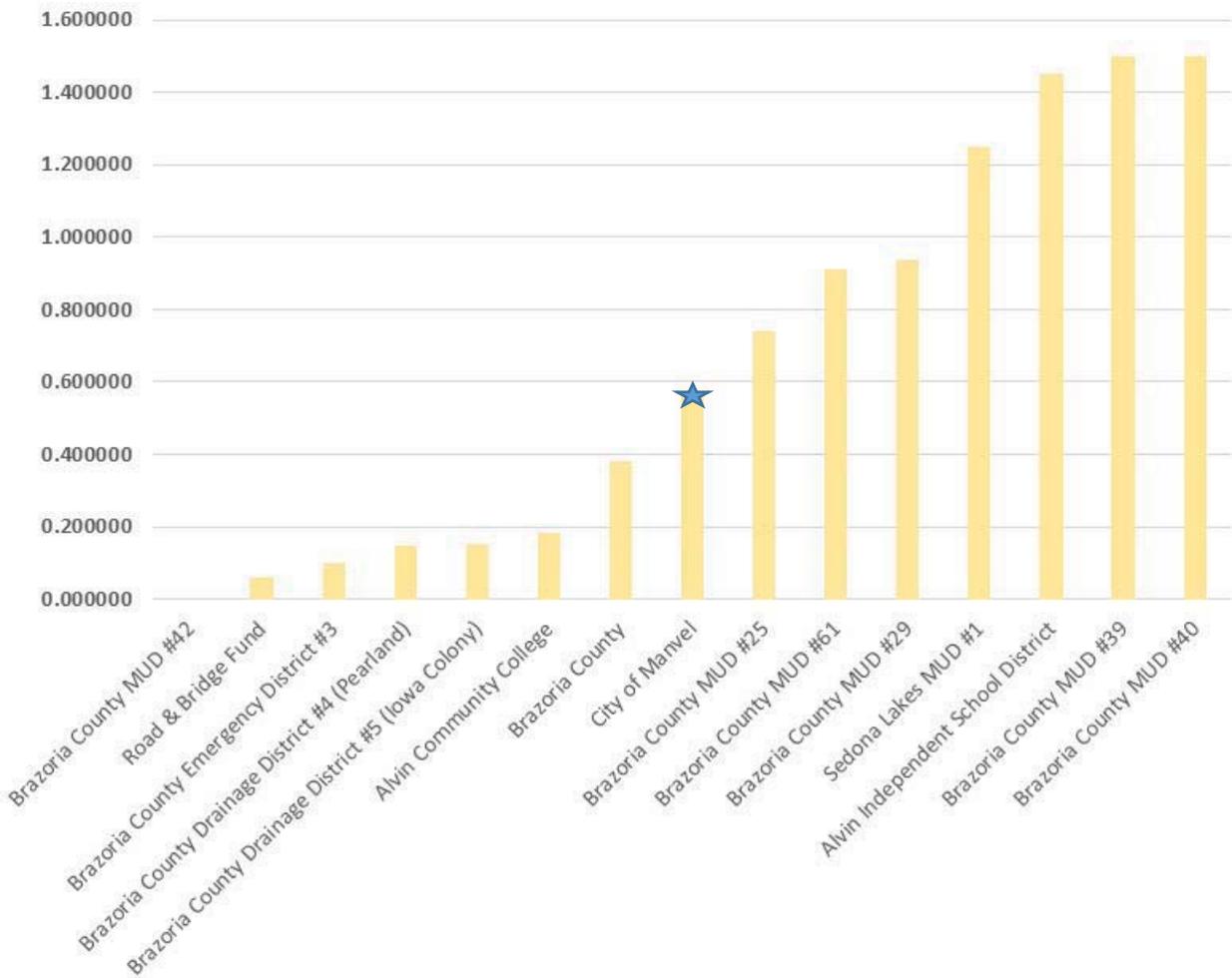
HS = Homestead    OA=Over 65    DP=Disabled Person    DV=Disabled Veteran    LOC OPT=Local Option

Source: Brazoria County Appraisal District

# City of Manvel, Texas FY2018 Adopted Budget

## Property Tax Rates

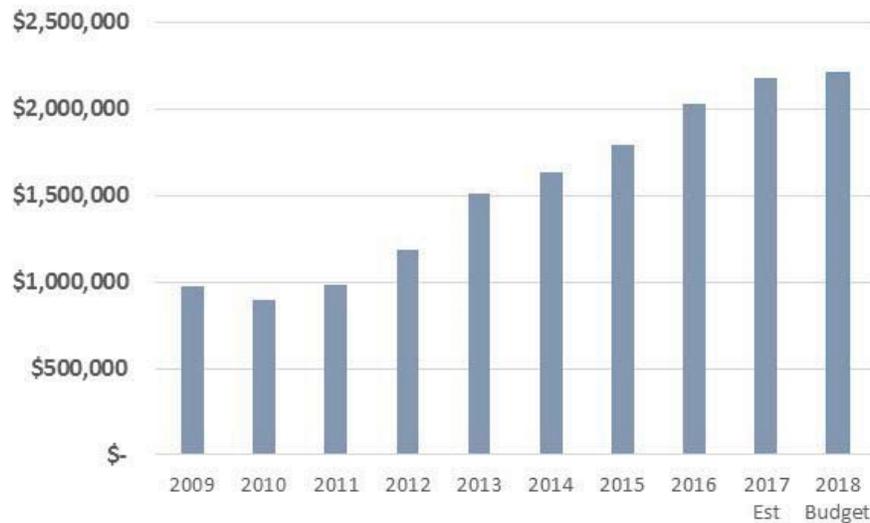
### FY2018 (2017 Tax Year) Overlapping Tax Rates



# City of Manvel, Texas FY2018 Adopted Budget

## Sales Taxes

Total sales taxes collected in the City over the past 10 years have increased by 127% from \$973,000 in FY2009 to \$2.2 million in FY2018.



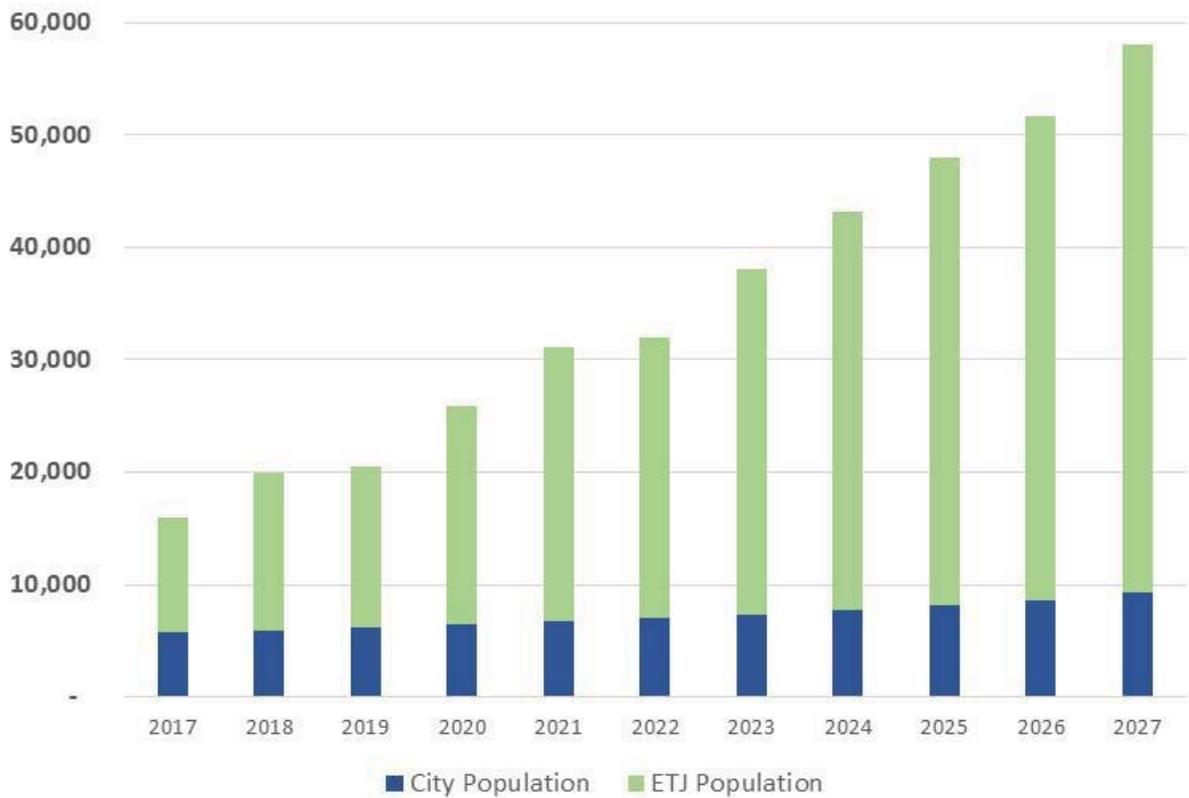
Sales taxes for FY2018 are budgeted with the City collecting the full sales tax collections and allocating 1/3 to the MEDC. Below is a monthly chart showing the City General Fund is estimated to receive \$1,475,000 and the MEDC receiving \$730,000 in FY2018.



# City of Manvel, Texas FY2018 Adopted Budget

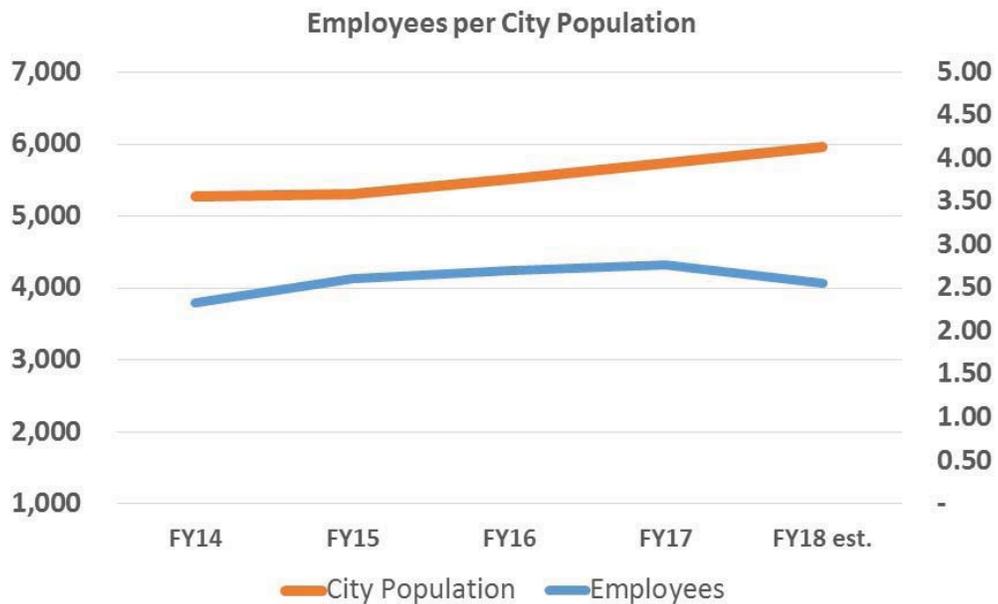
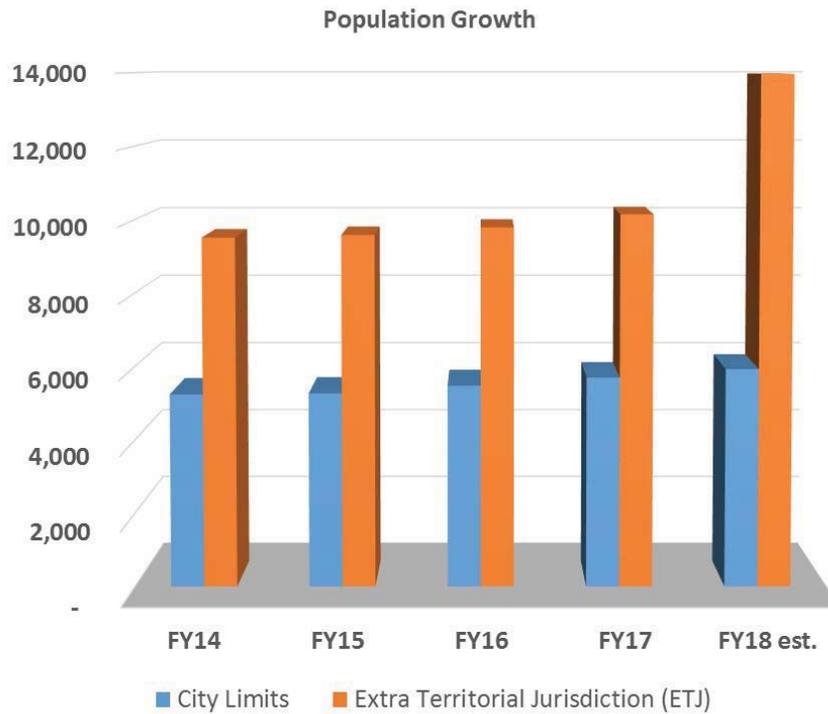
## Population & Employee Data

### Estimated City and Extra Territorial Jurisdiction (ETJ) Population FY2017-FY2017



# City of Manvel, Texas FY2018 Adopted Budget

## Population and Employee Data



# City of Manvel, Texas FY2018 Adopted Budget

## Population and Employee Data

### Revenues per Capita



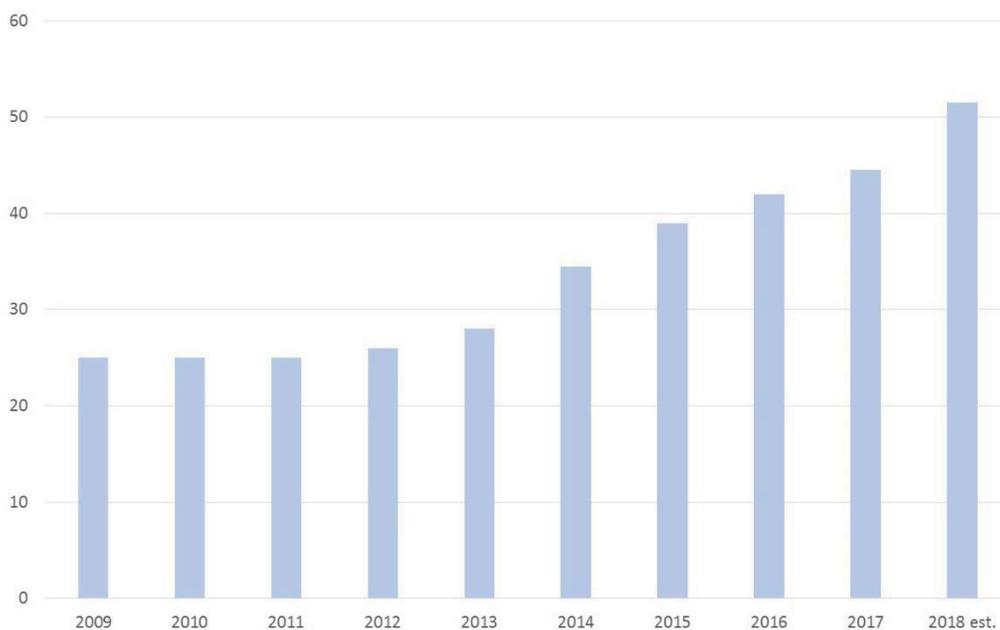
	FY14	FY15	FY16	FY17	FY18 est
Revenues	\$5,910,184	\$5,731,102	\$6,984,019	\$7,047,687	\$6,897,186

# City of Manvel, Texas FY2018 Adopted Budget

## Personnel Schedule

	FY14	FY15	FY16	FY17	FY18
<b>General Fund</b>					
Administration	2	3	3	3	4
Finance	1	2	2.5	2.5	3.5
Municipal Court	2	2	2	2	2
Development Services	1.5	2	2	2	3
Public Works	8	8	8	8	8
Fire Marshal	1	2	2	2	3
Police	17	18	20.5	23	25
<b>Total General Fund</b>	<b>32.5</b>	<b>37</b>	<b>40</b>	<b>42.5</b>	<b>48.5</b>
<b>Utility Fund</b>	2	2	2	2	3
<b>Total</b>	<b>34.5</b>	<b>39</b>	<b>42</b>	<b>44.5</b>	<b>51.5</b>

### 10-Year Historical Staffing Levels



# City of Manvel, Texas

## FY2018 Adopted Budget

### Employee Position Schedule

	FY14	FY15	FY16	FY17	FY18 est.
<b>General Fund</b>					
<b>Administration</b>					
City Manager	1	1	1	1	1
City Secretary	1	1	1	1	1
City Attorney		1	1	1	1
IT Network Administrator					1
	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>
<b>Finance</b>					
Finance Director		1	1	1	1
Accounting Technician	1	1	1	1	1
Accountant					1
PT Intern			0.5	0.5	0.5
	<b>1</b>	<b>2</b>	<b>2.5</b>	<b>2.5</b>	<b>3.5</b>
<b>Municipal Court</b>					
Municipal Court Administrator	1	1	1	1	1
Municipal Court Clerk	1	1	1	1	1
	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Development Services</b>					
Development Services Director					1
Permits Manager	1	1	1	1	1
Permits Coordinator		1	1	1	1
PT Permits Clerk	0.5				
	<b>1.5</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>
<b>Public Works</b>					
Public Works Director	1	1	1	1	1
Street Superintendent	1	1	1	1	1
Heavy Equipment Operator	1	1	1	1	1
Maintenance Worker II				1	2
Maintenance Worker I	4	4	4	4	3
PT Worker	0.5	0.5	0.5		
PT Seasonal Worker	0.5	0.5	0.5		
	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Fire Marshal</b>					
Fire Marshal	1	1	1	1	1
Deputy Fire Marshal					1
Code Enforcement Officer		1	1	1	1
	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>
<b>Police</b>					
Police Chief	1	1	1	1	1
Sergeant	2	2	4	4	5
Detective	0	1	1	2	1
Patrol Officer	8	8	8	10	12
911 Supervisor	1	1	1	1	1
911 Emerg. Service Dispatcher	5	5	5.5	5	5
	<b>17</b>	<b>18</b>	<b>20.5</b>	<b>23</b>	<b>25</b>
<b>Total General Fund</b>	<b>32.5</b>	<b>37</b>	<b>40</b>	<b>42.5</b>	<b>48.5</b>

# City of Manvel, Texas

## FY2018 Adopted Budget

### Employee Position Schedule

	FY14	FY15	FY16	FY17	FY18
<b>Utility Fund</b>					
Utility Supervisor	1	1	1	1	1
Plant Operator	1	1	1	1	1
Utility Laborer					1
<b>Total Utility Fund</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>
<b>Total</b>	<b>34.5</b>	<b>39</b>	<b>42</b>	<b>44.5</b>	<b>51.5</b>

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# City of Manvel, Texas

## Section 7 - General Fund FY2018 Adopted Budget



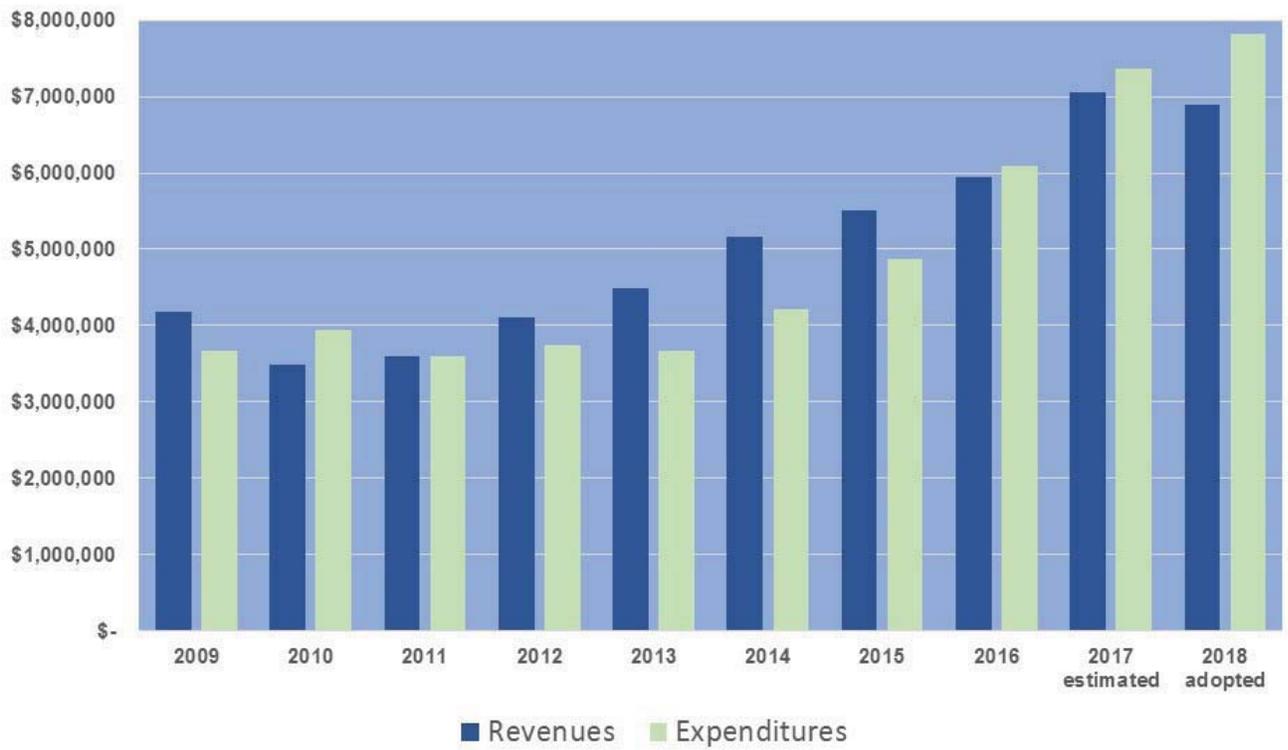
The General Fund accounts for resources traditionally associated with governments which are not required to be accounted for in another fund. During the budget process, it is the General Fund that receives the most attention from City staff, the council, and the public. The attention is well deserved 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 ending fund balance in the General Fund for FY2018 is projected to be \$3,078,887. Revenues for this adopted FY2018 budget are \$6,897,186, which is \$150,501 less than last year. In FY2017, there was a one-time revenue for pipeline crossing revenues (repairs to railroad crossings) in the amount of \$525,000 that is not expected to occur in FY2018. A projected increase in property taxes due to new property values of about \$425,000 and an estimated sales tax increase of approximately \$47,000 make up this increase to revenues.

Expenditures for operations in the FY2018 budget are \$7,815,685 which is a 9% increase over the FY2017 expenditures of \$7,153,523. This increase is mainly due to three additional transfers to the following funds: Capital Projects Fund for the City Hall Renovation in the amount of \$625,000, and the Parks Fund and Utility Fund, both in the amount of \$100,000. Also, funding in the amount of \$477,000 was added for seven (7) new employees hired in the General Fund (IT Network Administrator, Accountant, Deputy Fire Marshal, 2 Patrol Officers, Development Services Director, and a Municipal Court Clerk). Descriptions, goals and personnel staffing are included in each departmental section.

**City of Manvel, Texas**  
**Funding Sources (Revenues) and Uses (Expenditures)**  
**General Fund**  
**FY2018 Adopted Budget**

**10-Year Historical Summary – General Fund**



# City of Manvel, Texas

## Funding Sources (Revenues) – General Fund

### FY2018 Adopted Budget

#### Key Revenue Assumptions and Trends

##### Property Taxes

Property taxes (ad valorem taxes) attach as an enforceable lien on property as of January 1. The City's property tax is levied in July or August, following notification of the certified values to the City, and the tax rate is approved by City Council. Taxes are due and payable upon adoption of the tax rate by City Council. The 2017 appraised tax roll values are expected to increase, much like the prior year.

##### Sales and Other Taxes

The sales and use tax in Manvel is 8.25 percent on goods or services. Sales and use is defined as taxes collected by businesses within the City or outside 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 percent and distributes two percent to the City. However, 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, 2018, the City General Fund expects to receive \$1,468,000 in sales taxes. This is \$47,000 or 3.3%, more than the prior year. This slight increase is the result of the expectation in new commercial business built in the City limits as well as increased sales for current commercial businesses.

##### Franchise Fees

The City maintains franchise agreements with utility companies for the use of the City's right-of-ways. These agreements generally require the utility company to compensate the City based on a percentage of gross receipts. Because of the effects of deregulation and competition with other suppliers of services, these fees have been increasing steadily year over the years. Along with the current economic climate and the new development that has been experienced during the past few years, the City is expecting fiscal year 2018 franchise fees to increase by over \$75,000 or 16.6% from the FY2017 original budget.

##### License and Permit Fees

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 various other permit activities. As residential building activity increases within the City, this increases revenue from the various fees. Fees are expected to increase by \$533,000 over the fiscal year 2017 original budget due to new developments in Manvel.

##### Fines and Forfeitures

Fines and forfeitures are revenues received by the City for Manvel Class C misdemeanors and City ordinance violations. Revenues from fines are estimated to decrease by 11.7%, or \$18,700, from the FY17 final estimate due to legislative changes and more conservative estimates. Total fines and fees revenues are anticipated at \$178,700 for fiscal year 2018.

**City of Manvel, Texas**  
**Funding Sources (Revenues) – General Fund**  
**FY2018 Adopted Budget**

**Key Revenue Assumptions and Trends (cont.)**

**Intergovernmental Revenues**

Intergovernmental resources are grant funding that the City has applied to state or federal agencies for a specific purpose, or when other governmental entities reimburse the City for services provided in accordance with approved agreements. For fiscal year 2017, the City of Manvel was actively seeking grant opportunities but did not receive any funding. For FY2018, the City of Manvel will again apply for various grants and will record them once approved.

**Investment Earnings**

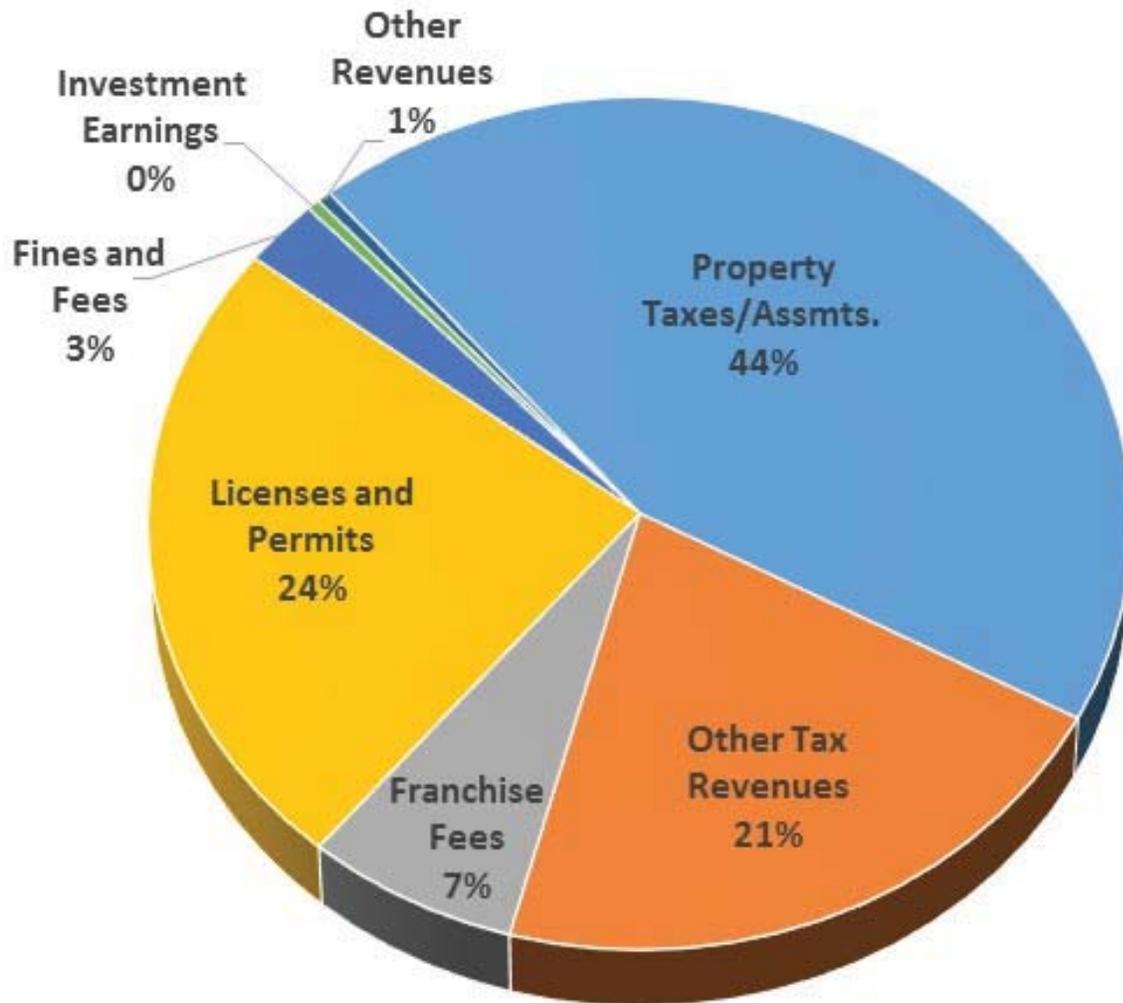
The City earns interest on its pooled investment accounts. For the original budget in fiscal year 2017, the estimated amount was \$10,000. For the current year, the estimated amount is \$30,000.

**Other Revenues**

Other Sources and donations represent approximately \$32,600 of total general fund revenues of \$6.9 million. These items consist of MEDC reimbursements, Alvin ISD Dispatch reimbursements, and a lease retain agreement. The amount collected in FY2017 was \$535,000 more as a result of pipeline crossing (repair) revenues which are one-time revenues.

**City of Manvel, Texas  
Funding Sources (Revenues) – General Fund  
FY2018 Adopted Budget**

**Total Budgeted Resources (Revenues)  
FY2018 - \$6,897,186**



# City of Manvel, Texas

## Funding Uses (Expenditures) – General Fund

### FY2018 Adopted Budget

#### Key Departmental Expenditure Assumptions and Trends

##### **Administration**

Administration includes the activities of the City Council, City Manager, City Secretary, City Attorney and Information Technology (IT) services. 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, managing network and computer technology services, and overall City management. Total expenditures for FY2018 are \$191,000, or 16.2%, higher than the previous year as a result of increased personnel costs for the addition of an IT Network Administrator and increased costs in Other Services for a 380 Agreement.

##### **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 FY2018 are \$6,600, or 15.1%, higher than FY2017 primarily due to increased office lease costs.

##### **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 FY2018 are \$106,000, or 43.4%, higher than the FY2017 original budget primarily due to the hiring of an additional Accountant and increased Contractual Services of \$11,300 for computer software and audit fees.

##### **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 Clerk. Total budgeted expenditures for FY2018 are \$49,000, or 22.9%, higher than the FY2017 estimate primarily due to the hiring of an additional Municipal Court Clerk Accountant (to be hired at ½ of the year) and increased Contractual Services of \$11,300 for computer software and audit fees.

##### **Development Services**

The Development Department provides plan review and inspection services for permits submitted by homeowners, businesses and contractors, and others functions necessary for the orderly development and growth of the City. Total budgeted expenditures for FY2018 are \$26,000, or 2.9%, less than the FY2017 estimate primarily due to a conservative estimate of Contractual Services. However, in the FY2018 estimate, included is the addition of a new Development Services Director (to be hired at ½ of the year).

# **City of Manvel, Texas**

## **Funding Uses (Expenditures) – General Fund**

### **FY2018 Adopted Budget**

#### **Key Departmental Expenditure Assumptions and Trends (cont.)**

##### **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 FY2018 are \$2,300, or .2%, more than the original budget for FY2017.

##### **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 assists in police activities as back up on emergency calls or non-emergency calls. Total budgeted expenditures for FY2018 are \$100,400, or 46.0%, more than less than the FY2017 estimate primarily due to the hiring of a Deputy Fire Marshall (to be hired at ½ of the year) of and increased Vehicle Replacement Fees.

##### **Emergency Management**

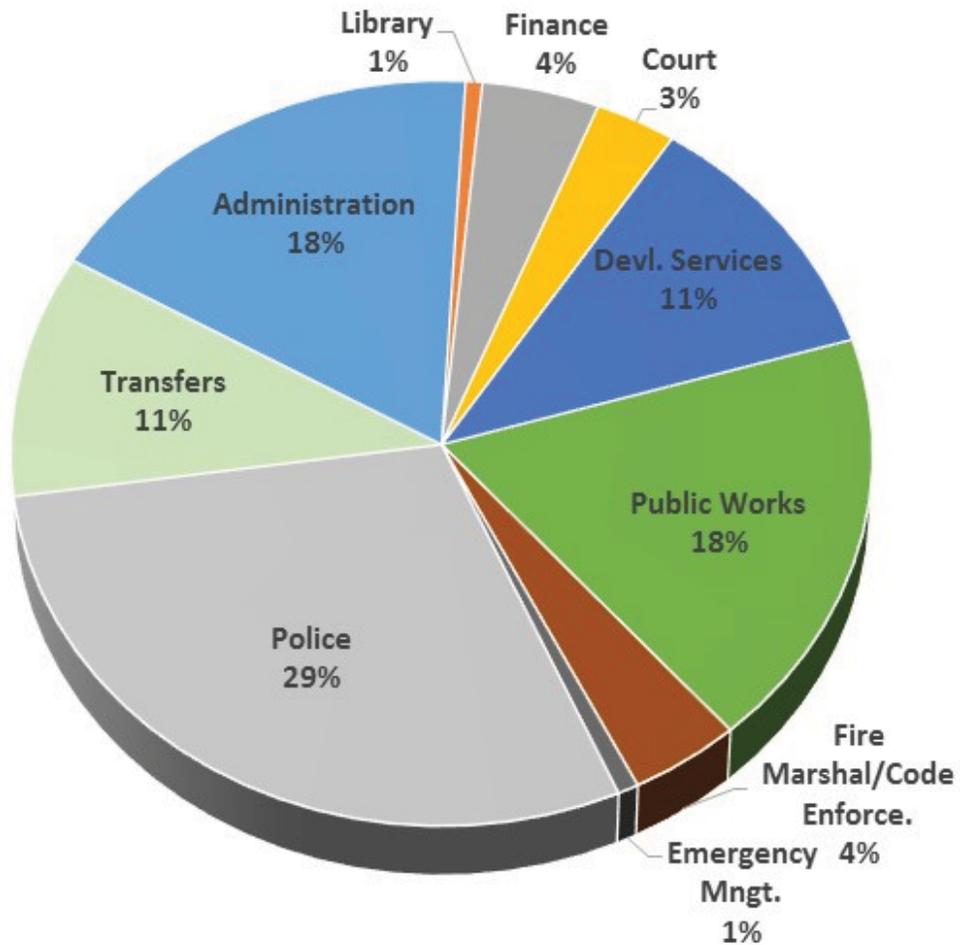
During FY2017, the City Manager was appointed as the Emergency Management Director and the Fire Marshal was appointed as the Assistant Emergency Management Director. This department performs the functions of planning, preparation, recovery and reduction of the impact of any type of disaster that could affect the city. Total budgeted expenditures for FY2018 are \$60,000 which is primarily for minor tools and equipment.

##### **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 and visit our city. Total budgeted expenditures for FY2018 are \$320,000, or 16.9%, more than the FY2017 original budget primarily due to the hiring of two new Patrol Officers and their related costs such as equipment, minor tools, fuel and a new vehicle.

# City of Manvel, Texas Funding Sources and Uses - General Fund FY2018 Adopted Budget

Total Budgeted Uses (Expenditures)  
FY2018 - \$7,815,685



**GENERAL FUND**

**Funding Sources and Uses - General Fund  
FY2018 Adopted Budget**

	<b>FY16 Actual</b>	<b>FY17 Original Budget</b>	<b>FY17 Revised Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Proposed Budget</b>
Property Taxes/Assessments	2,262,260	2,593,002	2,593,002	2,609,787	3,034,536
Other Tax Revenues	1,346,248	1,370,000	1,421,108	1,421,108	1,468,350
Franchise Fees	444,018	400,000	451,000	451,000	475,000
Licenses and Permits	1,560,983	1,144,500	1,712,931	1,713,109	1,678,000
Fines and Fees	237,126	160,000	228,024	228,106	178,700
Investment Earnings	19,913	10,000	10,000	56,570	30,000
Other Revenues	39,636	53,600	567,953	568,008	32,600
<b>Total Revenues</b>	<b>\$ 5,910,184</b>	<b>\$ 5,731,102</b>	<b>\$ 6,984,019</b>	<b>\$ 7,047,687</b>	<b>\$ 6,897,186</b>
Administration	1,265,873	1,134,122	1,233,572	1,182,238	1,373,382
Library	42,961	43,585	43,880	43,873	50,500
Finance	212,619	245,602	245,602	243,233	352,149
Court	178,116	195,353	216,353	212,708	244,006
Devl. Services	720,887	594,722	918,096	904,967	878,639
Public Works	1,361,660	1,416,027	1,880,331	1,745,206	1,418,339
Parks	27,145	20,500	20,500	13,474	-
Fire Marshal/Code Enforce.	191,538	246,442	246,442	218,444	318,837
Emergency Mngt.	-	-	305,300	305,300	60,000
Police	1,584,509	1,974,488	1,996,488	1,896,182	2,294,833
Transfers	471,229	120,000	593,199	593,199	825,000
<b>Total Expenditures</b>	<b>\$ 6,056,536</b>	<b>\$ 5,990,841</b>	<b>\$ 7,699,763</b>	<b>\$ 7,358,823</b>	<b>\$ 7,815,685</b>
<b>Net Rev over (Exp)</b>	<b>(146,352)</b>	<b>(259,739)</b>	<b>(715,745)</b>	<b>(311,136)</b>	<b>(918,498)</b>
Fund Balance - Beginning	4,454,874	3,946,816	4,308,522	4,308,522	3,997,386
<b>Fund Balance - Ending</b>	<b>\$ 4,308,522</b>	<b>\$ 3,687,077</b>	<b>\$ 3,592,777</b>	<b>\$ 3,997,386</b>	<b>\$ 3,078,887</b>
Fund Balance Reserve %	71%	62%	47%	54%	39%
# of days coverage	260	225	170	198	144

## General Fund Revenue - Details FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Property Taxes/Assessments</b>					
10.01.4000 Current Ad Valorem Tax Revenue	2,185,685	2,575,618	2,543,595	2,543,595	3,019,436
10.01.4005 Personal Property Taxes	214	223	223	310	100
10.01.4010 Delinquent Ad Valorem Tax Revenue	50,935	11,001	43,024	45,152	10,000
10.01.4011 P&I on Ad Valorem Taxes	25,426	6,160	6,160	20,730	5,000
<b>Total Property Taxes/Assessments</b>	<b>2,262,260</b>	<b>2,593,002</b>	<b>2,593,002</b>	<b>2,609,787</b>	<b>3,034,536</b>
<b>Other Tax Revenues</b>					
10.02.4030 Sales Tax Revenues	1,346,102	1,370,000	1,427,114	1,427,114	1,475,350
10.02.4031 Sales Tax Rebate	-	-	(6,306)	(6,306)	(7,000)
10.02.4038 Mixed Beverage Sales Tax	146	-	300	300	-
<b>Total Other Tax Revenues</b>	<b>1,346,248</b>	<b>1,370,000</b>	<b>1,421,108</b>	<b>1,421,108</b>	<b>1,468,350</b>
<b>Franchise Fees</b>					
10.03.4100 Franchise Fees	444,018	400,000	451,000	-	-
10.03.4101 Gas Franchise Fees	-	-	-	17,000	17,500
10.03.4102 Electric Franchise Fees	-	-	-	210,000	221,000
10.03.4103 Cable Franchise Fees	-	-	-	16,000	17,000
10.03.4103 Telephone Franchise Fees	-	-	-	112,000	118,500
10.03.4105 Solid Waste Franchise Fees	-	-	-	96,000	101,000
<b>Total Franchise Fees</b>	<b>444,018</b>	<b>400,000</b>	<b>451,000</b>	<b>451,000</b>	<b>475,000</b>
<b>License and Permits</b>					
10.04.4200 Permits CC Convenience Fees	9,343	12,000	8,300	8,263	8,000
10.04.4203 Permits & Licenses	1,190,982	900,000	1,321,600	1,321,604	1,300,000
10.04.4204 Licenses & Permits PD	2,409	1,000	3,000	3,211	2,000
10.04.4205 Rezoning Application fees	12,400	1,500	19,500	19,500	18,000
10.04.4206 Abandonment Fees	-	-	2,000	2,000	-
10.04.4207 Plat Fees	50,191	20,000	48,645	48,645	50,000
10.04.4208 Plan Reviews	295,658	210,000	309,886	309,886	300,000
<b>Total License &amp; Permits</b>	<b>1,560,983</b>	<b>1,144,500</b>	<b>1,712,931</b>	<b>1,713,109</b>	<b>1,678,000</b>
<b>Fines and Fees</b>					
10.05.4400 Court Fines	233,470	160,000	224,524	224,524	175,000
10.05.4401 Rev Court Fines	3,656	-	3,500	3,581	3,700
<b>Total Fines and Fees</b>	<b>237,126</b>	<b>160,000</b>	<b>228,024</b>	<b>228,106</b>	<b>178,700</b>
<b>Investment Earnings</b>					
10.06.4600 Interest Income	19,913	10,000	10,000	56,570	30,000
	<b>19,913</b>	<b>10,000</b>	<b>10,000</b>	<b>56,570</b>	<b>30,000</b>
<b>Other Revenues</b>					
10.07.4214 Iowa Colony Dispatch	5,160	-	-	-	-
10.07.4650 Sand Pit Revenues	700	-	-	-	-
10.07.4701 Skynet - Lease Rental	8,400	8,400	8,400	8,400	8,400
10.07.4721 Pipeline Application	885	1,000	1,700	1,700	1,200
10.07.4723 Pipeline ROW Crossing Fees	39,500	20,000	524,471	524,471	-
10.07.4802 AISD Dispatch	8,000	8,000	8,000	8,000	8,000
10.07.4803 TCOL	1,278	1,200	1,700	1,747	2,000
10.07.4808 Donations for City Events	9,200	2,000	-	-	-
10.07.4811 Other Income	(41,487)	1,000	11,400	11,408	1,000
10.07.4840 MEDC Contributions	8,000	12,000	12,000	12,000	12,000
10.09.4960 MEDC Reimbursements	-	-	282	282	-
<b>Total Other Revenues</b>	<b>39,636</b>	<b>53,600</b>	<b>567,953</b>	<b>568,008</b>	<b>32,600</b>
<b>Total Revenues</b>	<b>5,910,184</b>	<b>5,731,102</b>	<b>6,984,019</b>	<b>7,047,687</b>	<b>6,897,186</b>

## General Fund Expenditures – Department Totals FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Administration</b>					
Personnel	392,413	429,819	481,557	480,569	583,469
Commodities	20,434	21,500	16,511	16,008	14,820
Contractual Services	156,657	205,758	237,955	193,097	164,926
Other Services	114,346	453,200	497,550	492,565	610,167
Capital Outlays	582,023	23,845	-	-	-
<b>Total Administration</b>	<b>1,265,873</b>	<b>1,134,122</b>	<b>1,233,572</b>	<b>1,182,238</b>	<b>1,373,382</b>
<b>Library</b>					
Commodities	263	500	630	630	1,850
Contractual Services	39,397	39,755	40,055	40,050	45,320
Other Services	3,301	3,330	3,195	3,193	3,330
<b>Total Library</b>	<b>42,961</b>	<b>43,585</b>	<b>43,880</b>	<b>43,873</b>	<b>50,500</b>
<b>Finance</b>					
Personnel	169,820	193,402	176,602	174,945	283,940
Commodities	-	1,500	1,500	1,130	5,900
Contractual Services	40,398	46,700	63,200	62,887	58,000
Other Services	2,401	4,000	4,300	4,271	4,310
<b>Total Finance</b>	<b>212,619</b>	<b>245,602</b>	<b>245,602</b>	<b>243,233</b>	<b>352,149</b>
<b>Municipal Court</b>					
Personnel	109,519	125,548	124,169	123,795	155,314
Commodities	2,813	2,900	3,250	3,053	7,200
Contractual Services	61,904	61,530	84,085	81,072	75,442
Other Services	3,880	5,375	4,849	4,788	6,050
<b>Total Municipal Court</b>	<b>178,116</b>	<b>195,353</b>	<b>216,353</b>	<b>212,708</b>	<b>244,006</b>
<b>Development Services</b>					
Personnel	94,909	123,372	122,300	121,545	184,619
Commodities	-	1,000	1,000	175	6,000
Contractual Services	553,469	444,500	727,500	719,992	650,000
Other Services	72,509	25,850	67,296	63,255	38,020
<b>Total Development Services</b>	<b>720,887</b>	<b>594,722</b>	<b>918,096</b>	<b>904,967</b>	<b>878,639</b>
<b>Public Works</b>					
Personnel	493,987	580,091	535,440	458,064	563,145
Commodities	116,832	94,900	572,854	562,146	89,230

## General Fund Expenditures – Dept. Totals FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
Contractual Services	142,815	173,990	142,131	124,367	177,363
Other Services	251,919	170,046	518,265	500,989	541,921
Capital Outlay	356,107	397,000	111,641	99,641	46,680
<b>Total Public Works</b>	<b>1,361,660</b>	<b>1,416,027</b>	<b>1,880,331</b>	<b>1,745,206</b>	<b>1,418,339</b>
<b>Parks Expenditures</b>					
Commodities	1,306	1,200	1,200	1,190	-
Contractual Services	13,839	14,000	14,000	12,284	-
Other Services	12,000	5,300	5,300	-	-
<b>Total Parks</b>	<b>27,145</b>	<b>20,500</b>	<b>20,500</b>	<b>13,474</b>	<b>-</b>
<b>Fire Marshal/Code Enforcement</b>					
Personnel	130,344	155,253	151,653	150,287	194,231
Commodities	7,164	22,800	21,878	18,373	19,645
Contractual Services	20,872	37,389	37,389	19,781	25,389
Other Services	33,158	25,500	25,500	19,982	44,701
Capital Outlay	-	5,500	10,022	10,022	34,871
<b>Total Fire Marshal/Code Enforce.</b>	<b>191,538</b>	<b>246,442</b>	<b>246,442</b>	<b>218,444</b>	<b>318,837</b>
<b>Emergency Mngt.</b>					
Personnel	-	-	205,300	205,300	-
Commodities	-	-	-	-	55,000
Contractual Services	-	-	100,000	100,000	-
Other Services	-	-	-	-	5,000
<b>Total Emergency Mngt.</b>	<b>-</b>	<b>-</b>	<b>305,300</b>	<b>305,300</b>	<b>60,000</b>
<b>Police</b>					
Personnel	1,169,470	1,578,694	1,543,993	1,488,217	1,799,504
Commodities	46,181	53,699	63,664	61,334	120,284
Contractual Services	120,025	123,850	137,586	125,773	129,970
Other Services	100,974	167,745	178,745	172,080	176,175
Capital Outlay	147,859	50,500	72,500	48,778	68,900
<b>Total Police</b>	<b>1,584,509</b>	<b>1,974,488</b>	<b>1,996,488</b>	<b>1,896,182</b>	<b>2,294,833</b>
<b>Transfers Out</b>					
Transfers Out	471,229	120,000	593,199	593,199	825,000
<b>Total Transfers Out</b>	<b>471,229</b>	<b>120,000</b>	<b>593,199</b>	<b>593,199</b>	<b>825,000</b>
<b>Total Expenditures</b>	<b>6,056,536</b>	<b>5,990,841</b>	<b>7,699,763</b>	<b>7,358,823</b>	<b>7,815,685</b>

===== FY18 ANNUAL BUDGET =====

**City of Manvel, Texas  
FY2018 Adopted Budget**

**General Fund Departmental Details**

**ADMINISTRATION**

<b>DEPARTMENTAL VISION STATEMENT</b>
To provide excellent financial reporting and budgeting services, safeguarding city assets and provide excellent customer services.

<b>FUNCTIONS</b>
• 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. The City Manager appoints all department heads with the concurrence of the City Council, with the exception of the City Attorney and Municipal Court Judge(s), who are appointed by the City Council.

City Manager

- Provide guidance to City Council and city staff to achieve the city’s mission and goals.
- Continue to coordinate and assist developers in complying with city ordinances to achieve the best community possible.

City Attorney

- Provide timely and accurate legal advice to City Council and city staff.
- Continue to process open records requests in a timely and efficient manner.

City Secretary

- Provide timely, efficient responses to open records requests working in conjunction with the City Attorney.
- Continue to maintain a relationship with Council by:
  - Supporting council policy and action to the public and co-workers
  - Remaining impartial toward the council treating all council members alike
  - Provide sufficient information to the Council to make Board and Commission appointments in an effective manner
  - Seek assistance from the City Manager on prioritizing projects when necessary and in the event there is confusion regarding assignments.
  - Provide turn-key assistance to citizens with complaints, questions, and concerns and remain aware of how response will affect others including other employees and elected officials.

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: ADMINISTRATION

FUND: GENERAL FUND

PERSONNEL SCHEDULE	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
City Manager	1	1	1	1
City Secretary	1	1	1	1
City Attorney	1	1	1	1
IT Network Administrator				1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>

FY2017 DEPARTMENTAL ACCOMPLISHMENTS
Completed the creation of a new Master Wastewater Plan and Master Water Plan
Annexed various areas of extra territorial jurisdictions (ETJ's) for future land use planning projects
Completed annual review and update of the City's Design Criteria Manual

FY2018 DEPARTMENTAL GOALS
Expand the City's commercial and residential growth
Execute a new five-year for solid waste services that will provide added services such as green waste and heavy haling at a reduced cost
Implement a new council agenda management software
Begin the construction on the City Hall building expansion
Manage the legal process for the City's future development needs
Launch a new social media platform that will highlight and enhance City services and communication needs to City residents, visitors and businesses

ACTIVITY MEASURES	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Maintained a general fund operating balance between 25-30% of estimated revenues	71%	62%	54%	39%
Respond to requests for public information with 10 days	100%	100%	100%	100%

PERFORMANCE INDICATORS	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
City Council Regular Meetings	24	24	23	24
City Council Special Meetings	5	24	10	5
Ordinances Passed	30	35	39	40
Resolutions Passed	17	20	32	35
Open records requests	120	150	175	200

## Administration FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Administration Expenditures</b>					
10.10.5000 Salaries	303,076	321,738	321,094	320,415	397,991
10.10.5001 Other Compensation	-	-	36,811	36,811	37,468
10.10.5004 Taxes, Social Security	21,382	24,362	-	-	-
10.10.5005 Retirement	23,854	36,159	-	-	-
10.10.5006 Longevity	1,602	-	1,020	1,020	1,200
10.10.5010 Taxes, Social Security	-	-	29,561	29,561	34,518
10.10.5012 TWC	-	-	750	738	684
10.10.5030 Health Insurance	28,526	33,593	28,593	28,299	34,840
10.10.5031 Vision Insurance	-	-	-	-	432
10.10.5032 Life & LTD Insurance	-	-	-	-	1,174
10.10.5033 Dental Insurance	-	-	-	-	1,807
10.10.5034 Retirement	-	-	44,369	44,369	55,100
10.10.5035 Cell Phone Allowance	1,200	1,200	1,247	1,246	2,100
10.10.5036 Auto Allowance	12,000	12,000	13,375	13,373	13,350
10.10.5038 Flex Admin	-	-	-	-	289
10.10.5039 Flex Card - Health Ins	-	-	-	-	1,600
10.10.5040 Workers Compensation	773	767	4,736	4,736	916
<b>Total Personnel</b>	<b>392,413</b>	<b>429,819</b>	<b>481,557</b>	<b>480,569</b>	<b>583,469</b>
10.10.5220 Janitorial Supplies & Cleaning	4,948	5,000	5,000	4,972	3,520
10.10.5222 Postage	2,343	2,500	3,511	3,510	4,300
10.10.5230 Office Expense	13,143	11,000	7,000	6,734	7,000
10.10.5240 Minor Tools & Equipment	-	3,000	1,000	791	-
<b>Total Commodities</b>	<b>20,434</b>	<b>21,500</b>	<b>16,511</b>	<b>16,008</b>	<b>14,820</b>
10.10.5320 Bank/Convenience Charges	354	150	350	285	350
10.10.5340 Copier Lease/Maintenance	1,467	1,500	2,000	1,994	1,650
10.10.5362 Records Retention	700	1,500	1,500	1,139	1,000
10.10.5380 Building Repair & Maintenance	7,623	5,000	5,800	5,733	6,000
10.10.5400 Legal Fees	21,913	5,000	26,322	24,947	18,000
10.10.5418 Employment Testing	2,175	2,000	2,000	1,380	500
10.10.5420 Electricity	3,149	2,500	3,100	3,043	2,300
10.10.5422 Electricity - Street Lights	38,912	50,000	50,000	48,843	50,000
10.10.5430 Gas Utilities	237	240	280	279	250
10.10.5432 Rental Equipment	2,727	3,200	3,200	2,532	2,500
10.10.5438 County Recording Fees	526	1,500	1,500	1,282	1,500
10.10.5440 Computer Maintenance/Support	31,501	31,000	62,500	61,597	35,000
10.10.5441 Computer Software	2,258	12,000	3,000	2,915	15,000
10.10.5442 Website Administration	-	9,000	8,726	8,726	-
10.10.5445 Telephone	28,049	38,200	28,200	24,031	24,000
10.10.5458 Maintenance Agreements	9,014	10,000	10,000	288	400
10.10.5474 Emergency Management	-	25,000	25,000	-	-
10.10.5476 Codification	5,242	6,000	3,000	2,608	5,000
10.10.5550 Radio Usage	810	1,968	1,476	1,476	1,476
<b>Total Contractual Services</b>	<b>156,657</b>	<b>205,758</b>	<b>237,955</b>	<b>193,097</b>	<b>164,926</b>
10.10.5620 Council Expenses	13,228	5,000	5,000	4,996	5,000
10.10.5622 Dues & Subscriptions	5,636	4,500	5,700	5,695	7,000
10.10.5630 Insurance and Bonds	62,448	64,000	64,000	62,381	80,000

===== FY18 ANNUAL BUDGET =====

## Administration FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
10.10.5620 Council Expenses	13,228	5,000	5,000	4,996	5,000
10.10.5622 Dues & Subscriptions	5,636	4,500	5,700	5,695	7,000
10.10.5630 Insurance and Bonds	62,448	64,000	64,000	62,381	80,000
10.10.5632 City Functions & Meetings	3,408	4,500	4,500	4,163	5,000
10.10.5633 Public Notice Expense	7,148	5,000	5,000	4,623	5,500
10.10.5645 Training & Travel	5,073	5,000	6,500	6,367	12,500
10.10.5650 Mileage	359	300	300	262	350
10.10.5676 Elections Expense	3,876	4,000	4,000	2,217	3,000
10.10.5678 Holiday Events	6,538	6,500	7,150	7,112	30,000
10.10.5748 Emergency Notification	4,376	4,400	4,400	4,376	5,000
10.10.5800 Eng/Consulting/Planning Fees	2,256	10,000	8,000	7,500	20,000
10.10.8420 Rodeo Palms 380 Agreement	-	340,000	383,000	382,872	436,817
<b>Total Other Services</b>	<b>114,346</b>	<b>453,200</b>	<b>497,550</b>	<b>492,565</b>	<b>610,167</b>
10.10.6020 Capital Outlay - Equipment	17,167	-	-	-	-
10.10.6070 Capital Outlay - Improvements	6,980	-	-	-	-
10.10.6080 Capital Outlay - Building	-	-	-	-	-
10.10.6090 Capital Outlay - Land/Easement	425,876	-	-	-	-
10.10.5749 Contributed Capital	54,213	-	-	-	-
10.10.6201 MEDC Project	13,803	-	-	-	-
10.10.6301 Capital Lease - Prin	58,021	-	-	-	-
10.10.6302 Capital Lease - Interest	5,963	-	-	-	-
10.10.8702 Longevity Program	-	23,845	-	-	-
<b>Total Capital Outlays</b>	<b>582,023</b>	<b>23,845</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures - Admin</b>	<b>1,265,873</b>	<b>1,134,122</b>	<b>1,233,572</b>	<b>1,182,238</b>	<b>1,373,382</b>

**LIBRARY**

<b>DEPARTMENTAL VISION STATEMENT</b>
To provide excellent services to the residents of the City of Manvel.

<b>FUNCTIONS</b>
<ul style="list-style-type: none"> <li>• Administration</li> </ul>

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 and 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.

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: LIBRARY

FUND: GENERAL FUND

FY2017 DEPARTMENTAL ACCOMPLISHMENTS
Created STEM programming for juveniles.
Increased DVD collection.

FY2018 DEPARTMENTAL GOALS
Increase number of adult programs.
Weed non-circulating books from shelves.
Increase attendance for juvenile and teen programs.
Increase in-house use of I-Pads.

PERSONNEL SCHEDULE	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
No City Employees				

PERFORMANCE INDICATORS	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Item turnover rate	2.05346	2.21825	1.93443	2.00
Lost items in circulation	.07%	N/A	.12%	

ACTIVITY MEASURES	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Budget
Program hours served to juveniles	NA	NA	175	185
Program hours served to adults	NA	NA	34	40
Summer Reading Program Registrations	157	96	219	250
Summer Reading Program Completions	63	27	94	100
Public Access Computer Logins	9152	7830	8167	8500
Circulation Transactions	62,494	67,386	56,826	58,000
Items Circulated	23,244	20,919	56,826	18,000
Number of Borrowers	1,506	1,415	1,353	1,400

## Library FY2018 Adopted Budget

		FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Library Expenditures</b>						
10.15.5220	Janitorial Supplies & Cleaning	263	500	630	630	1,850
	<b>Total Commodities</b>	<b>263</b>	<b>500</b>	<b>630</b>	<b>630</b>	<b>1,850</b>
10.15.5380	Building Repair & Maintenance	585	500	125	125	500
10.15.5420	Electricity	3,717	4,000	3,680	3,675	4,000
10.15.5445	Telephone	1,061	1,220	1,288	1,288	1,220
10.15.5459	Lease Expense - Library	34,034	34,035	34,962	34,962	39,600
	<b>Total Contractual Services</b>	<b>39,397</b>	<b>39,755</b>	<b>40,055</b>	<b>40,050</b>	<b>45,320</b>
10.15.5670	Book Plan - Library	3,301	3,330	3,195	3,193	3,330
	<b>Total Other Services</b>	<b>3,301</b>	<b>3,330</b>	<b>3,195</b>	<b>3,193</b>	<b>3,330</b>
	<b>Total Expenditures - Library</b>	<b>42,961</b>	<b>43,585</b>	<b>43,880</b>	<b>43,873</b>	<b>50,500</b>

**FINANCE**

<b>DEPARTMENTAL VISION STATEMENT</b>
To provide excellent financial reporting and budgeting services, safeguarding city assets and provide excellent customer services.

<b>FUNCTIONS</b>
• Administration
• Accounting & Budget
• Purchasing
• Utility Billing

The Finance Department has general responsibility for the financial administration of the City. The Department is responsible for recording and documenting all financial transactions, idle fund investment, debt management, budget preparation and coordination, 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.

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.

===== **FY18 ANNUAL BUDGET** =====  
**DEPARTMENT: FINANCE** **FUND: GENERAL FUND**

<b>FY2017 DEPARTMENTAL ACCOMPLISHMENTS</b>
Maintained AA+ bond rating
Completed the FY16 audit within required timeframe
Received the GFOA Distinguished Budget Reporting Award
Implemented a monthly bank reconciliation process to identify corrections timely
Established a benefits reporting system to track all personal costs by employee
Implemented city-wide purchasing system utilizing City Purchasing Policy
Created new vendor registration forms as part of purchasing and AP processes
Increased ACH and Pcard payments reducing the number of paper checks issued
Implemented AP invoice scanning process to electronically attach invoices to records
Implemented a bi-weekly vendor payment schedule reducing the number of AP check runs and checks/EFT's.
Completed quarterly investment reports
Updated ERP GL settings eliminating frequent out of balance and interfund posting errors
Created a CIP reporting system to track all revenues and expenditures by project

<b>FY2018 DEPARTMENTAL GOALS</b>
Submit annual budget for GFOA Distinguished Budget Reporting Award
Submit monthly budgetary and financial reports for departmental and council review
Prepare and submit the annual financial statements in the format of a Comprehensive Annual Financial Report (CAFR) to the GFOA for meeting the excellence in reporting designation.
Implement web-based payroll processing system to automate timekeeping processes, authorizations, and reporting.
Develop purchasing and accounts payable vendor systems with a new vendor setup, create the use of purchase requisitions and purchase orders
Increase the amount of electronic payments to vendors (EFT and Pcards)
Enhance utility billing system to establish automatic payment processes, increase usage of online services, and educate customers of web-based functionalities
Establish a CIP and project management system to establish long-term budget needs, and track all project revenues by funding source and expenditures by task and function.
Provide ERP access and training to city department heads
Develop an ERP security policy with workflow, roles, permissions and authorizations
Update/enhance Purchasing Policy to improve efficiencies in processes
Create Pcard Policy

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: FINANCE

FUND: GENERAL FUND

PERSONNEL SCHEDULE	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Finance Director	1	1	1	1
Accounting Technician	1	1	1	1
Accountant				1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>

PERFORMANCE INDICATORS	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Issue monthly financial reports within 30 days of close of month	75%	N/A	75%	100%
Complete ERP training with City Department staff	N/A	N/A	80%	100%
Reduce the ratio of checks to ACH Payments	N/A	N/A	10:1	4:1
Close monthly general ledger within 30 days	N/A	N/A	25%	75%
Complete monthly bank reconciliations within 30 days	N/A	N/A	50%	100%
Scan and attach invoices to each accounts payable transaction at time of processing	N/A	N/A	10%	65%
Process internal departmental budget transfer requests within 5 days	N/A	N/A	15%	80%
Process purchase requisitions forms within 7 days of receipt	N/A	N/A	50%	80%
Obtain new vendor packets created for each new vendor 3 days prior to Purchase Order	N/A	N/A	20%	90%
Process utility billing customer service requests for account transfer and shutoff's within 2 business days	80%	N/A	80%	100%
Scan and attach supporting documents to cash receipts transactions at time of processing	N/A	N/A	N/A	65%

ACTIVITY MEASURES	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Number of accounts payable checks issued	1,661	1,600	1,485	1,400
Number of ACH payments issued	20	N/A	140	700
Number of payroll ACH payments	1,040	N/A	1,092	1,248
Number of purchasing card transactions	0	N/A	300	400
Annual deposits	770	N/A	972	1,100
Annual Pcard payments	630	N/A	756	900
Number of departmental budget transfers	4	N/A	25	50
Number of PO's issued	0	N/A	50	250
Utility Billing Invoices – Water	6,421	N/A	6,980	7,500
Utility Billing Invoices – Sewer	5,352	N/A	5,817	6,300
Special requests (i.e. transfers/shutoff's)	104	N/A	120	130

## Finance FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Finance Expenditures</b>					
10.20.5000 Salaries	128,167	146,261	131,130	130,747	198,880
10.20.5002 Overtime	145	100	900	889	600
10.20.5003 Holiday Pay	2,484	146	-	-	-
10.20.5004 Taxes, Social Security	9,722	11,435	-	-	-
10.20.5005 Retirement	9,896	16,748	-	-	-
10.20.5006 Longevity	-	-	660	660	660
10.20.5007 Part Time Wages	-	-	2,000	1,938	10,000
10.20.5010 Taxes, Social Security	-	-	10,000	9,923	16,145
10.20.5012 TWC	-	-	200	190	513
10.20.5030 Health Insurance	18,186	17,472	14,472	14,215	26,130
10.20.5031 Vision Insurance	-	-	-	-	324
10.20.5032 Life & LTD Insurance	-	-	-	-	674
10.20.5033 Dental Insurance	-	-	-	-	1,355
10.20.5034 Retirement	-	-	16,000	15,265	25,756
10.20.5035 Cell Phone Allowance	900	900	900	779	900
10.20.5038 Flex Admin	-	-	-	-	289
10.20.5039 Flex Card - Health Ins	-	-	-	-	1,200
10.20.5040 Workers Compensation	320	340	340	340	515
<b>Total Personnel</b>	<b>169,820</b>	<b>193,402</b>	<b>176,602</b>	<b>174,945</b>	<b>283,940</b>
10.20.5230 Office Expense	-	500	500	440	500
10.20.5240 Minor Tools & Equipment	-	1,000	1,000	690	5,400
<b>Total Commodities</b>	<b>-</b>	<b>1,500</b>	<b>1,500</b>	<b>1,130</b>	<b>5,900</b>
10.20.5450 Tax Assessor Fees	1,692	1,700	1,700	1,692	1,700
10.20.5441 Computer Software	-	-	-	-	5,800
10.20.5475 Accounting Fee Expense	160	1,000	5,753	5,448	3,500
10.20.5477 Audit & Professional Fees	23,806	24,000	32,920	32,920	29,000
10.20.5479 Appraisal Fees	14,740	20,000	22,827	22,827	18,000
<b>Total Contractual Services</b>	<b>40,398</b>	<b>46,700</b>	<b>63,200</b>	<b>62,887</b>	<b>58,000</b>
10.20.5645 Training & Travel	1,808	3,500	3,800	3,775	4,000
10.20.5650 Mileage	593	500	500	495	310
<b>Total Other Services</b>	<b>2,401</b>	<b>4,000</b>	<b>4,300</b>	<b>4,271</b>	<b>4,310</b>
<b>Total Expenditures - Finance</b>	<b>212,619</b>	<b>245,602</b>	<b>245,602</b>	<b>243,233</b>	<b>352,149</b>

**MUNICIPAL COURT**

<b>DEPARTMENTAL VISION STATEMENT</b>
To impartially administer justice to our customers in a fair and efficient manner.

<b>FUNCTIONS</b>
• 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 Clerk.

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 insure 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, maintain all court records, including complaints, citations, warrants, pleadings and judgments, preparing state reports and preparing affidavits and appeals. The clerks record and properly disburse funds for fines collected. The clerks maintain both the failure to appear reporting program under a contract with DPS, the City and Omni Base and the collection agency program. The clerks also prepare jury summons, subpoenas and other associated duties of trial preparation.

The municipal court judges presides over all arraignments hearings, trials both jury and non-jury, sets bonds, signs arrest and capias pro fine warrants and performs magistrate functions for prisoners and juveniles. The city prosecutor prosecutes violation of City ordinances and Class C misdemeanors.

===== FY18 ANNUAL BUDGET =====  
**DEPARTMENT: MUNICIPAL COURT** **FUND: GENERAL FUND**

<b>FY2017 DEPARTMENTAL ACCOMPLISHMENTS</b>
Provided continued education to Judges and court staff.
Added on-line payment program to enhance collection system.
Participated in 2017 Great Texas Warrant Round-Up Program resulting in 44 warrants cleared and collecting \$6,705.59 in fines and warrant fees.
Staff participated in 2017 Citizens Police Academy.
Maintained 100% count of court interpreter service.
Met all filing and reporting requirements on timely basis.
Began updating departmental procedures.
Enhance cash handling procedures.
Implemented new portable printer/copier for evening court sessions.

<b>FY2018 DEPARTMENTAL GOALS</b>
Develop positive perception in educating the public through (1) the Citizens Police Academy; (2) providing information on educational materials; (3) provide information on the city's website; (4) participate in the 2018 Warrant Roundup.
Maintain and improve written polices for each functional area as well as meet requirements for monthly and quarterly reports.
Provide timely and effective reporting such as filing with the State Comptroller, OCA, and DPS as well as monthly and quarterly managerial reports and court management reports. Also, purging aged warrants.
Utilize best practices to improve payment system by providing on-line payment services, excellent customer service skills & optimizing court reporting system.
Administer timely and accurate public safety data into court reporting system.
Monitor outstanding debit collection system.
Develop staff cross training, continuing education, feedback and staff engagement.
Maintain comprehensive evening court interpretation services.
Develop day court.
Maintain and improve written polices for each functional area as well as meet requirements for monthly and quarterly reports.

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: MUNICIPAL COURT

FUND: GENERAL FUND

PERSONNEL SCHEDULE	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Court Administrator	1	1	1	1
Deputy Clerk	1	1	1	2
<b>Total Full Time Employees</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>
Presiding Judge	1	1	1	1
Alternate Judge	1	1	1	1

PERFORMANCE INDICATORS	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Develop written procedures for functional areas	10%	10%	33%	50%
Improving customer service response time within 2 minutes	70%	70%	75%	85%
Website development hours (10)	1%	5%	5%	50%

ACTIVITY MEASURES	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Cases filed for the year	1,466	1,500	1,500	2,600
Court dockets: Arraignments / Showcause/ Juveniles/Non Jury Trials	21	20	20	20
Jury Trial Dockets	3	3	3	3
Warrants Issued	726	730	735	740
Warrants Cleared	236	240	240	250
Class C Magistrate Warnings	72	75	75	80
Customer Service calls/window contacts	1,000	1,500	2,000	2,500
Educational training hours-staff and judges	36	36	67	67
Website hours	3	5	5	10
Warrant round-up	34	44	44	54
Omni Base clearances	284	290	290	300

## Municipal Court FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Municipal Court Expenditures</b>					
10.30.5000 Salaries	77,805	87,095	88,895	88,833	106,815
10.30.5002 Overtime	-	-	186	186	400
10.30.5003 Holiday Pay	1,692	209	-	-	-
10.30.5004 Taxes, Social Security	6,007	6,637	-	-	-
10.30.5005 Retirement	5,918	13,926	-	-	-
10.30.5006 Longevity	-	-	720	720	840
10.30.5010 Taxes, Social Security	-	-	6,637	6,553	8,267
10.30.5012 TWC	-	-	350	342	513
10.30.5030 Health Insurance	17,909	17,472	16,972	16,778	21,775
10.30.5031 Vision Insurance	-	-	-	-	270
10.30.5032 Life & LTD Insurance	-	-	-	-	408
10.30.5033 Dental Insurance	-	-	-	-	1,129
10.30.5034 Retirement	-	-	10,200	10,175	13,805
10.30.5038 Flex Card - Admin	-	-	-	-	48
10.30.5039 Flex Card - Health Ins	-	-	-	-	800
10.30.5040 Workers Compensation	188	209	209	209	245
<b>Total Personnel</b>	<b>109,519</b>	<b>125,548</b>	<b>124,169</b>	<b>123,795</b>	<b>155,314</b>
10.30.5222 Postage	430	400	750	714	400
10.30.5230 Office Expense	2,383	2,500	2,500	2,339	1,800
10.30.5240 Minor Tools & Equipment	-	-	-	-	5,000
<b>Total Commodities</b>	<b>2,813</b>	<b>2,900</b>	<b>3,250</b>	<b>3,053</b>	<b>7,200</b>
10.30.5405 Jail Housing	225	2,500	2,500	685	1,000
10.30.5410 Magistrating Expenses	4,494	4,000	6,000	5,956	5,500
10.30.5440 Computer Maintenance/Support	5,725	7,500	7,300	7,242	6,242
10.30.5441 Computer Software	-	-	-	-	4,200
10.30.5445 Telephone	1,343	1,530	1,705	1,695	1,500
10.30.5448 Court Interpreter	3,850	4,000	3,580	3,325	4,000
10.30.5451 Prosecuting Attorney	15,375	12,500	19,000	18,925	12,000
10.30.5485 Municipal Court Judge	17,613	13,500	18,000	17,638	18,000
10.30.5580 Warrant Fees	13,279	16,000	26,000	25,607	23,000
	<b>61,904</b>	<b>61,530</b>	<b>84,085</b>	<b>81,072</b>	<b>75,442</b>
10.30.5615 Credit Card Processing Fees	2,566	2,500	3,275	3,252	2,500
10.30.5622 Dues & Subscriptions	76	100	100	86	200
10.30.5634 Jury cost	558	475	575	552	1,000
10.30.5645 Training & Travel	665	2,100	684	684	2,100
10.30.5650 Mileage	15	200	215	213	250
<b>Total Other Services</b>	<b>3,880</b>	<b>5,375</b>	<b>4,849</b>	<b>4,788</b>	<b>6,050</b>
<b>Total Expenditures - Court</b>	<b>178,116</b>	<b>195,353</b>	<b>216,353</b>	<b>212,708</b>	<b>244,006</b>

**DEVELOPMENT SERVICES**

<b>DEPARTMENTAL VISION STATEMENT</b>
The City of Manvel’s Development Department will continue to provide professional, respectful and responsive customer service in a predictable decision-making process built on the strong set of adopted city codes and plans.

<b>FUNCTIONS</b>
• Development
• Engineering
• Permits
• Inspections

The Development Department provides plan review and inspection services for permits submitted by homeowners, businesses and contractors. We are responsible for performing all functions necessary for the orderly growth of the City.

===== **FY18 ANNUAL BUDGET** =====  
**DEPARTMENT: DEVELOPMENT SERVICES** **FUND: GENERAL FUND**

<b>FY2017 DEPARTMENTAL ACCOMPLISHMENTS</b>
Began reviewing plot plans to assure manholes, water valves and meters were not located in driveways and sidewalks.
Updated the Design Criteria Manual, assisted in updating Code of Ordinances, Comprehensive Plan, Major Thoroughfare Plan, Master Drainage Plan, Master Water Plan and the Master Wastewater Plan.
Provided an in depth plan review of all plans and plats submitted in a timely manner, submitting comments back to the developer's, builders or engineers.
Began updating the subdivision and sign ordinances.
Assisted with the setup of the Code Enforcement Module in MyGov.
Assisted 30-40 developers, builders and new retail establishments in becoming part of Manvel's growth and development process.
Assisted in updating the city's Code of Ordinances and Design Criteria Manual.
Submitted monthly reports to the City manager regarding growth and potential growth resulting from new developments, new homes and new businesses.
Provided training and guidance on Code of Ordinances and Design Criteria Manual resulting in a better quality of submittals and understanding of codes to assist the public.
Enhanced the quality of comments providing guidance in necessary documentation and reviews for items to be placed on the PD& Z agenda.

<b>FY2018 DEPARTMENTAL GOALS</b>
Coordinate with other governmental agencies such as Brazoria County, TXDOT, GCWA, Drainage Districts, Developers, builders and potential new businesses.
Submit monthly reports to the City Manager to be included in the Council packets.
Prepare monthly reports and report to the US Census Bureau on the first day of the month.
Maintain knowledge of our Code of Ordinances and Adopted Plans
Continue to train staff and consultants on the City policies and procedures.
Continue to scan documents in an effort to increase efficiency in transparency.
Ensure that growth and development in Manvel are timely, orderly and of a quality expected by citizens.
Provide assistance to the public with Design Standards.
Provide exemplary customer service to all citizens, city departments and other officials.

===== FY18 ANNUAL BUDGET =====  
**DEPARTMENT: DEVELOPMENT SERVICES** **FUND: GENERAL FUND**

<b>PERSONNEL SCHEDULE</b>	<b>FY16 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Development Director	0	0	0	0
Planner	0	0	0	0
Permits Coordinator	1	1	1	1
Permits Clerk	1	1	1	1
<b>Total Full Time Employees</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

<b>PERFORMANCE INDICATORS</b>	<b>FY16 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Perform/Coordinate plan review for subdivision infrastructure plans. Complete review and offer comments within 2 weeks.	N/A	N/A	30%	50%
Perform/Coordinate plat reviews for division of land for individuals or developers	N/A	N/A	75%	75%
Perform/coordinate building permit plan reviews, provide initial comments within 7-10 business days for residential and subsequent comments within 1 day for residential when resubmitted.	N/A	N/A	80%	90%
Perform/coordinate building permit plan reviews, provide initial comments within 30 business days for commercial and subsequent comments within 7 days for commercial when resubmitted.	N/A	N/A	75%	80%
Increase efficiency of infrastructure plan submittals	N/A	N/A	70%	80%
Increase efficiency of plat review submittals	N/A	N/A	70%	80%

<b>ACTIVITY MEASURES</b>	<b>FY16 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Permit Numbers	1,082	1,000	1,100	1,200
Inspections	9,433	7,300	9,000	10,000
Plan Reviews	611	475	550	650
Annual Permits (Burn Permits, Beer License, MH Park License, RV Park License, Salvage Yard License)	470	450	450	450
Met with Developers	12	12	12	12
Training sessions held with Developers and Engineers on updates of codes and adopted plans.	0	0	0	2

## Development Services FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Development Services Expenditures</b>					
10.40.5000 Salaries	67,103	85,792	87,492	87,444	131,110
10.40.5002 Overtime	1,064	1,477	-	-	-
10.40.5003 Holiday Pay	3,229	2,000	-	-	-
10.40.5004 Taxes, Social Security	5,142	6,650	-	-	-
10.40.5005 Retirement	5,376	9,775	-	-	-
10.40.5006 Longevity	-	-	780	780	900
10.40.5010 Taxes, Social Security	-	-	6,000	5,926	10,099
10.40.5012 TWC	-	-	350	342	513
10.40.5030 Health Insurance	12,790	17,472	17,472	16,862	21,775
10.40.5031 Vision Insurance	-	-	-	-	270
10.40.5032 Life & LTD Insurance	-	-	-	-	530
10.40.5033 Dental Insurance	-	-	-	-	1,129
10.40.5034 Retirement	-	-	10,000	9,985	16,951
10.40.5038 Flex Admin	-	-	-	-	241
10.40.5039 Flex Card - Health Ins	-	-	-	-	800
10.40.5040 Workers Compensation	205	206	206	206	302
<b>Total Personnel</b>	<b>94,909</b>	<b>123,372</b>	<b>122,300</b>	<b>121,545</b>	<b>184,619</b>
10.40.5230 Office Expense	-	500	500	175	500
10.40.5240 Minor Tools & Equipment	-	500	500	-	5,500
<b>Total Commodities</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>175</b>	<b>6,000</b>
10.40.5360 Plat Fees	14,694	7,500	31,500	31,166	50,000
10.40.5412 Plan Reviews	155,385	105,000	184,000	183,043	180,000
10.40.5439 Inspections	374,590	320,000	500,000	495,000	420,000
10.40.5441 Computer Software	8,800	12,000	12,000	10,784	-
<b>Total Contractual Services</b>	<b>553,469</b>	<b>444,500</b>	<b>727,500</b>	<b>719,992</b>	<b>650,000</b>
10.40.5615 Credit Card Processing Fees	10,820	12,000	12,000	11,099	8,000
10.40.5622 Dues & Subscriptions	-	150	150	-	-
10.40.5645 Training & Travel	20	1,600	1,600	-	-
10.40.5650 Mileage	15	100	100	13	20
10.40.5800 Eng/Consulting/Planning Fees	61,654	12,000	53,446	52,143	30,000
<b>Total Other Services</b>	<b>72,509</b>	<b>25,850</b>	<b>67,296</b>	<b>63,255</b>	<b>38,020</b>
<b>Total Expenditures - Dev. Svcs</b>	<b>720,887</b>	<b>594,722</b>	<b>918,096</b>	<b>904,967</b>	<b>878,639</b>

**PUBLIC WORKS**

<b>DEPARTMENTAL VISION STATEMENT</b>
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.

<b>FUNCTIONS</b>
• 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 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.

===== **FY18 ANNUAL BUDGET** =====

**DEPARTMENT: PUBLIC WORKS**

**FUND: GENERAL FUND**

<b>FY2017 DEPARTMENTAL ACCOMPLISHMENTS</b>
Implemented myGov software to manage work orders.
Purchased 9 new 800 MHz hand-held radios to enhance communication between City Departments.
Purchased new Road Grader to perform in house road repairs creating cost savings in repairs and more efficiency.
Purchased new wheel loader to load materials more efficiently and at a reduce time and cost.
Constructed additional car port for new equipment.
Paved Jordan, Lewis Lane, Pine, Horseshoe, Alabama, Crest Ridge and Pine streets.
Completed 18,000 feet of roadside construction.
Completed all equipment preventive maintenance requirements timely and accurately.

<b>FY2018 DEPARTMENTAL GOALS</b>
Maintain City buildings, facilities and equipment ensuring high levels of conditions and services.
Complete 3 miles or 14,000 feet of street assessments.
Maintain 5 miles or 25,000 feet of Drainage.
Safety standards met for all personnel, equipment, facilities, parks, streets, infrastructure and fleet.
Maintain a good working relationship with other agencies such as TXDOT, Brazoria County, Alvin ISD School District, and other cities.
Implement a contract managing system to track capital and other related projects to track road materials, patching, signage, etc.
Provide advanced training programs such as Operating, Trench Safety, Confined Space, Welding Course, Fleet and Traffic Safety.
Implement fuel maintenance system to manage fuels and lube inventory.
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.

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: PUBLIC WORKS

FUND: GENERAL FUND

<b>PERSONNEL SCHEDULE</b>	<b>FY16 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Public Works Director	1	1	1	1
Street Superintendent	1	1	1	1
Heavy Equipment Operator	2	2	2	2
Maintenance Technician				1
Maintenance Worker I				1
Maintenance Worker II	3	4	4	2
<b>Total Full Time Employees</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>

<b>PERFORMANCE INDICATORS</b>	<b>FY15 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Collect parks trash and litter twice a week	80%	90%	95%	95%
Complete work orders within 2 hours of notification	75%	85%	90%	95%
Annually provide 15 hours of safety training per FTE	50%	75%	85%	100%

<b>ACTIVITY MEASURES</b>	<b>FY16 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Linear Feet of Drainage	8,000	8,000	18,000	18,000
Linear Feet of Paving	16,470	10,560	15,000	15,000
Linear Feet of Culverts	720	720	1,200	1,200
Park Acres	17.5	17.5	33.5	33.5
Contracted Mowing Acres	17.5	17.5	17.5	17.5

===== FY18 ANNUAL BUDGET =====

## Public Works FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Public Works Expenditures</b>					
10.50.5000 Salaries	327,889	374,651	374,651	311,219	374,315
10.50.5002 Overtime	10,270	16,000	16,000	2,577	3,500
10.50.5003 Holiday Pay	13,910	9,500	-	-	-
10.50.5004 Taxes, Social Security	25,434	43,623	-	-	-
10.50.5005 Retirement	25,735	45,878	-	-	-
10.50.5006 Longevity	1,773	-	4,200	4,200	4,560
10.50.5010 Taxes, Social Security	-	-	23,000	22,770	29,267
10.50.5012 TWC	-	-	1,650	1,633	1,368
10.50.5030 Health Insurance	68,940	69,888	58,288	58,253	69,681
10.50.5031 Vision Insurance	-	-	-	-	864
10.50.5032 Life & LTD	-	-	-	-	1,627
10.50.5033 Dental Insurance	-	-	-	-	3,613
10.50.5034 Retirement	-	-	35,500	35,268	48,636
10.50.5035 Cell Phone Allowance	-	-	1,600	1,593	1,800
10.50.5038 Flex Admin	-	-	-	-	289
10.50.5039 Flex Card - Health Ins	-	-	-	-	3,200
10.50.5040 Workers Compensation	20,036	20,551	20,551	20,551	20,425
<b>Total Personnel</b>	<b>493,987</b>	<b>580,091</b>	<b>535,440</b>	<b>458,064</b>	<b>563,145</b>
10.50.5212 Safety Equipment/Supplies	1,115	2,200	2,350	2,342	2,130
10.50.5220 Janitorial Supplies & Cleaning	1,054	1,700	1,700	999	1,000
10.50.5225 Fuel	33,356	30,000	30,000	27,111	22,000
10.50.5230 Office Expense	1,567	1,500	1,500	1,349	1,100
10.50.5235 Street Signs	11,193	7,000	19,000	18,170	11,000
10.50.5240 Minor Tools & Equipment	414	2,500	18,000	17,580	2,000
10.50.5250 Road Materials	68,133	50,000	36,000	35,949	50,000
10.50.5252 Road Repair-Pipeline Reimbursed	-	-	464,304	458,645	-
<b>Total Commodities</b>	<b>116,832</b>	<b>94,900</b>	<b>572,854</b>	<b>562,146</b>	<b>89,230</b>
10.50.5375 Bridge Repairs	5,870	8,000	2,056	2,056	8,000
10.50.5376 Sidewalk Repairs	10,596	25,000	15,000	10,000	25,000
10.50.5421 Electrical Service	3,875	3,500	3,500	3,055	3,600
10.50.5432 Rental Equipment	16,723	20,000	10,000	8,326	20,000
10.50.5436 Communications Expense	1,890	3,000	3,000	1,603	1,200
10.50.5437 Striping	21,030	10,000	-	-	17,000
10.50.5445 Telephone	3,476	4,800	4,800	1,196	1,200
10.50.5446 Uniforms	7,340	6,000	8,100	8,067	6,000
10.50.5455 Leased Property	850	850	935	935	935
10.50.5456 Ditch Mowing	14,544	20,000	26,400	26,364	25,000
10.50.5457 Clean up/Trash Disposal	1,140	3,000	5,000	4,937	5,000
10.50.5480 Contract Labor - Public Works	12,628	10,000	-	-	10,000
10.50.5550 Radio Usage	2,430	9,840	9,840	4,428	4,428
10.50.5570 Drainage	40,423	50,000	53,500	53,400	50,000
<b>Total Contractual Services</b>	<b>142,815</b>	<b>173,990</b>	<b>142,131</b>	<b>124,367</b>	<b>177,363</b>
10.50.5618 Job Recruiting	-	300	340	336	300
10.50.5635 Building Repair/Maintenance	19,662	12,000	12,000	4,084	12,000

===== FY18 ANNUAL BUDGET =====

## Public Works FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
10.50.5638 Vehicle Repairs/Maintenance	33,341	30,000	54,000	53,022	30,000
10.50.5640 Street Repairs	-	-	324,179	319,388	400,000
10.50.5645 Training & Travel	295	5,000	5,000	1,413	2,000
10.50.5700 Vehicle/Equip Replacement Fees	198,621	122,746	122,746	122,746	97,621
<b>Total Other Services</b>	<b>251,919</b>	<b>170,046</b>	<b>518,265</b>	<b>500,989</b>	<b>541,921</b>
10.50.6020 Capital Outlay - Equipment	49,200	12,000	12,000	-	16,680
10.50.6030 Capital Outlay - Vehicle			99,641	99,641	
10.50.6070 Capital Outlay - Improvements	306,907	385,000	-	-	30,000
<b>Total Capital Outlay</b>	<b>356,107</b>	<b>397,000</b>	<b>111,641</b>	<b>99,641</b>	<b>46,680</b>
<b>Total Expenditures - Public Works</b>	<b>1,361,660</b>	<b>1,416,027</b>	<b>1,880,331</b>	<b>1,745,206</b>	<b>1,418,339</b>

===== FY18 ANNUAL BUDGET =====

**PARKS DEPARTMENT**

		FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Parks Expenditures</b>						
10.60.5220	Janitorial Supplies & Cleaning	1,306	1,200	1,200	1,190	-
	<b>Total Commodities</b>	<b>1,306</b>	<b>1,200</b>	<b>1,200</b>	<b>1,190</b>	-
10.60.5380	Building Repair & Maintenance	1,843	1,500	1,500	374	-
10.60.5420	Electricity	146	200	200	151	-
10.60.5453	Grounds Maintenance	11,850	12,300	12,300	11,760	-
	<b>Total Contractual Services</b>	<b>13,839</b>	<b>14,000</b>	<b>14,000</b>	<b>12,284</b>	-
10.60.5746	Water Sample Inspection	-	300	300	-	-
10.60.5800	Eng/Consulting/Planning Fees	12,000	5,000	5,000	-	-
	<b>Total Other Services</b>	<b>12,000</b>	<b>5,300</b>	<b>5,300</b>	<b>-</b>	<b>-</b>
	<b>Total Expenditures - Parks</b>	<b>27,145</b>	<b>20,500</b>	<b>20,500</b>	<b>13,474</b>	<b>-</b>

Note: This department has been closed in FY18. Park activities are reported in the Parks Fund.

**FIRE MARSHAL/CODE ENFORCEMENT**

<b>DEPARTMENTAL VISION STATEMENT</b>
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.

<b>FUNCTIONS</b>
• Fire Marshal
• Code Enforcement
• Fire Training/Public Education

The Fire Marshal Department is responsible for Emergency Management, 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’s 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. Furthermore, the Fire Marshal Department assists in police activities as back up on emergency calls or non-emergency calls.

FY2017 DEPARTMENTAL ACCOMPLISHMENTS
Implemented MyGov Software program for Code enforcement and fire code inspections
Made over 100 contacts with residents on fire safety for outdoor burning permits, residential fire safety tips, code enforcement needs and overall city code ordinance requirements.
Through the city's code enforcement program, over nearly 20% - 30% of lots along highway 6 made a significant improvement in appearance.
Continue communication with property owners of ongoing property code abatement issues.
Completing the updating of fire Inspection and Code Enforcement forms to include documenting in MyGov.
Mitigated over 193 city code complaints resulting in a 99% voluntary compliance ratio within 30 days.
Mitigated 76 fire code inspections and 70 fire code violations with a 100% voluntary compliance ratio
Abated a substandard structure resulting in enhancing the neighborhood's appearance.
Conduct inspections of all commercial buildings to reduce the risk of loss of life or other unsafe hazards. This is the 2 <sup>nd</sup> year of operations.
Inspection of Foster Home properties per City Ordinances and State Law.
Educate the public about fire and life safety issues through the inspection process, community outreach and fire prevention classes.
Fire Marshal received 300 hours of education and licensing in peace officer training, arson training, fire inspection training, and code enforcement license.
Rewrote the Fire and Building Codes of the City to bring them up to the 2015 Code set.



===== FY18 ANNUAL BUDGET =====  
 DEPARTMENT: FIRE MARSHAL/CODE ENFORCEMENT FUND: GENERAL FUND

PERSONNEL SCHEDULE	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Fire Marshal	1	1	1	1
Deputy Fire Marshal				1
Code Enforcement Officer	1	1	1	1
<b>Total Full-Time Employees</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>

PERFORMANCE INDICATORS	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Inspect all new business within 7 days of issuance of certificate of occupancy.	80%	85%	90%	95%
Conduct annual Inspections of all commercial establishments within 30 of expiration.	40%	60%	60%	75%
Conduct annual rental property inspections within 30 days of move in	0%	3%	3%	10%
Present community outreach meetings	0%	15%	10%	20%
Conduct re-inspections within 14 days of violation.	25%	35%	40%	50%
Obtain 200 hours training	75%	70%	75%	90%

ACTIVITY MEASURES	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Code Violations	350	200	250	250
Fire Inspections	54	150	112	150
Community outreach events	0	0	1	3
Plan reviews	39	42	42	50
Site inspections & contacts	200	150	300	300
Pre-developer meetings	100	100	100	100
Public education presentations	0	2	1	3

===== FY18 ANNUAL BUDGET =====

## Fire Marshal FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Fire Marshal/Code Enforcement</b>					
10.70.5000 Salaries	96,381	112,418	110,418	110,001	137,461
10.70.5003 Holiday Pay	2,108	2,500	-	-	-
10.70.5004 Taxes, Social Security	7,066	8,566	-	-	-
10.70.5005 Retirement	7,311	12,681	-	-	-
10.70.5006 Longevity	171	-	540	540	720
10.70.5010 Taxes, Social Security	-	-	8,566	8,281	10,571
10.70.5012 TWC	-	-	360	352	817
10.70.5030 Health Insurance	15,792	17,472	17,472	16,944	21,775
10.70.5031 Vision Insurance	-	-	-	-	270
10.70.5032 Life & LTD	-	-	-	-	485
10.70.5033 Dental Insurance	-	-	-	-	1,129
10.70.5034 Retirement	-	-	12,681	12,553	17,666
10.70.5038 Flex Admin	-	-	-	-	193
10.70.5039 Flex Card - Health Ins	-	-	-	-	800
10.70.5040 Workers Compensation	1,517	1,616	1,616	1,616	2,345
<b>Total Personnel</b>	<b>130,344</b>	<b>155,253</b>	<b>151,653</b>	<b>150,287</b>	<b>194,231</b>
10.70.5217 Public Education & Materials	-	-	-	-	1,500
10.70.5222 Postage	281	300	300	33	300
10.70.5225 Fuel	1,900	4,500	4,500	2,004	2,500
10.70.5230 Office Expense	1,040	1,000	1,000	449	500
10.70.5240 Minor Tools & Equipment	3,943	17,000	16,078	15,887	14,845
<b>Total Commodities</b>	<b>7,164</b>	<b>22,800</b>	<b>21,878</b>	<b>18,373</b>	<b>19,645</b>
10.70.5350 Fire Marshal Services	1,500	1,000	1,000	-	-
10.70.5400 Legal Fees	6,542	10,000	10,000	6,076	7,000
10.70.5432 Rental Equipment	-	3,313	3,313	3,313	3,313
10.70.5441 Computer Software	708	5,700	5,700	4,308	500
10.70.5445 Telephone	2,768	2,500	2,500	1,809	1,600
10.70.5446 Uniforms	2,248	3,400	3,400	2,799	1,500
10.70.5452 Code Enforcement/Abatement	6,565	10,000	10,000	-	10,000
10.70.5550 Radio Usage	540	1,476	1,476	1,476	1,476
<b>Total Contractual Services</b>	<b>20,872</b>	<b>37,389</b>	<b>37,389</b>	<b>19,781</b>	<b>25,389</b>
10.70.5622 Dues & Subscriptions	471	1,500	1,500	1,323	6,000
10.70.5638 Vehicle Repairs/Maintenance	1,579	4,000	4,000	3,104	4,000
10.70.5645 Training & Travel	4,338	5,000	5,000	2,555	5,000
10.70.5660 Investigative Expense	1,105	2,000	2,000	-	1,000
10.70.5700 Vehicle/Equip Replacement Fees	17,500	13,000	13,000	13,000	28,701
10.70.5701 Legal Fees	8,165	-	-	-	-
<b>Total Other Services</b>	<b>33,158</b>	<b>25,500</b>	<b>25,500</b>	<b>19,982</b>	<b>44,701</b>
10.70.6020 Capital Outlay - Equipment	-	5,500	10,022	10,022	-
10.70.6030 Capital Outlay - Vehicles	-	-	-	-	34,871
<b>Total Capital Outlay</b>	<b>-</b>	<b>5,500</b>	<b>10,022</b>	<b>10,022</b>	<b>34,871</b>
<b>Total Fire Marshall/Code Enf.</b>	<b>191,538</b>	<b>246,442</b>	<b>246,442</b>	<b>218,444</b>	<b>318,837</b>

**EMERGENCY MANAGEMENT**

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

<b>FUNCTIONS</b>
<ul style="list-style-type: none"> <li>• Emergency Management</li> </ul>

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.

===== **FY18 ANNUAL BUDGET** =====  
**DEPARTMENT: EMERGENCY MANAGEMENT** **FUND: GENERAL FUND**

<b>FY2017 DEPARTMENTAL ACCOMPLISHMENTS</b>
Mayor appointed an emergency management coordinator and assistant emergency management coordinator.
Set up and updated the emergency management system for the city.
City Staff completed the FEMA T600 Disaster Finance Class series.
Provided emergency management services during Hurricane Harvey.
Submitted documents during Hurricane Harvey.
Started the setup of the Cities Command Trailer.
Obtained a new Scene trailer to assist with fire scene investigations and participate with mobile incident command needs during emergency situations.

<b>FY2018 DEPARTMENTAL GOALS</b>
Obtain a High Water Vehicle to be used for rescue.
Outfit the HWV with the appropriate equipment.
Continue updating the emergency management plan.
Attend the Texas Emergency Management Conference.
Purchase and set-up a weather station at City Hall
Attend emergency management classes.
Have two Emergency Management drills
Continue setting up the Command Trailer.
Develop and maintain an emergency management system assisting residence on emergency preparedness, preparation, planning, safety, and communication in the event of an emergency situation.
Develop and enhance a fire prevention, training/emergency management, and health and safety programs as result of increasing population and commercial growth

===== FY18 ANNUAL BUDGET =====  
 DEPARTMENT: EMERGENCY MANAGEMENT FUND: GENERAL FUND

PERSONNEL SCHEDULE	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Emergency Management Director (Mayor)	1	1	1	1
Emergency Management Coordinator (City Manager)			1	1
Asst. Emergency Management Coord. (Fire Marshal)			1	1
<b>Total Officers</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>3</b>

PERFORMANCE INDICATORS	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Attend Emergency Management training	N/A	N/A	20%	50%
Emergency Management	N/A	N/A	0%	20%

ACTIVITY MEASURES	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Emergency Management occurrences			1	2
Hours of emergency management training (all staff)	160	N/A	300	400

## Emergency Management FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Emergency Mngt</b>					
10.71.7600 EOC Regular Wages	-	-	90,000	90,000	-
10.71.7601 EOC OT Wages	-	-	75,000	75,000	-
10.71.7602 EOC Fica Expense	-	-	12,700	12,700	-
10.71.7603 EOC W/C Expense	-	-	4,600	4,600	-
10.71.7604 EOC Retirement Expense	-	-	23,000	23,000	-
<b>Total Personnel</b>	-	-	<b>205,300</b>	<b>205,300</b>	-
10.71.5240 Minor Tools & Equipment	-	-	-	-	55,000
<b>Total Commodities</b>	-	-	-	-	<b>55,000</b>
10.71.5645 Training & Travel	-	-	-	-	5,000
<b>Total Other Services</b>	-	-	-	-	<b>5,000</b>
10.71.7605 EOC Other Costs	-	-	100,000	100,000	-
<b>Total Contractual Services</b>	-	-	<b>100,000</b>	<b>100,000</b>	-
<b>Total Emergency Mngt.</b>	-	-	<b>100,000</b>	<b>100,000</b>	<b>60,000</b>

**POLICE**

<b>DEPARTMENTAL VISION STATEMENT</b>
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.

<b>FUNCTIONS</b>
• 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 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 that 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 different divisions. The Chief of Police writes and sets policy for the department, researches and compiles reports for criminal statistics, manages the department’s budget and purchasing, approves leave and requested training, responds to assist on calls for service, enforces traffic and criminal law and any other duty that would maintain the efficiency of the department.

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

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

The department’s Communications Division answers the incoming administrative phone calls, 911 emergency calls and dispatch for the Manvel Police Department, Manvel Fire Department as well as the Alvin Independent School District Police on weekends and holidays.

===== **FY18 ANNUAL BUDGET** =====

**DEPARTMENT: POLICE**

**FUND: GENERAL FUND**

The Communications supervisor oversees the departments Communications Personnel. Our Communications Supervisor also doubles as the Records Clerk. The records clerk compiles data for monthly and quarterly reports as well as data for the UCR (Uniform Crime Report) to be submitted monthly. The records clerk reviews reports and prepares the reports and supporting documents to be submitted for prosecution. The records clerk monitors the records management system and ensures the data entry is correct as well as the CAD (Computer Aided Dispatch) data entry. Monitors the training of the communications personnel and department personnel who have access to the TLETS system (Texas Law Enforcement Telecommunications System), receives and compiles public information records request.

<b>FY2017 DEPARTMENTAL ACCOMPLISHMENTS</b>
<p>Increase Staffing by adding a criminal Investigators position, and two Patrol Officer Positions. Three positions were approved FY2017 to add more officers to the departments staffing. With these three additional officers a position was created to add a second investigator to the Criminal Investigation Division. A Patrol Officer was assigned to CID (Criminal Investigations Division) and his position on Patrol was filled. Two Patrol positions were budgeted for January and May of 2017. With these additions the department was able to put more officers on the streets to patrol the city. With the addition of the investigator, the department has been able to take some of the investigation load off patrol to keep them free to respond to calls for service. CID has been able to clear more cases and thoroughly investigate reported crimes.</p>
<p>Replace outdated computers in all departmental vehicles. All Patrol units have received a new Panasonic Tough Book (laptop computers). These new computers have allowed the officers to be more effective in their job duties by making them efficient in their duties and keeping the officers on the streets and visible to the public.</p>
<p>Continued progress in the scanning of old records into digital format. All records, case files have been digitally scanned into the computer system. Digital records allows for more efficient operations and research within our records department. Conversion of paper files to digital is 100% complete.</p>
<p>Successfully completed TCIC (Texas Crime Information Center)/NCIC (National Crime Information Center), TLETS (Texas Law Enforcement Telecommunications System) and CJIS (Criminal Justice Information System) audits. These audits are conducted every three years. The department is in compliance with all mandated requirements.</p>
<p>Held two "Prescription Drug Take Back" programs with 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.</p>
<p>Attended National Night Out Event in various subdivisions in the city. Officers attend these events hosted by HOA and neighborhood block parties. These events have become a way for officers to meet and interact with the community.</p>
<p>Completed the transition of the department's radio system by adding a second dispatch position. The second position allows for another communications operator to be able to assist in dispatching or covering the radio in emergency situations.</p>
<p>Compiled and submitted Racial Profiling report to TCOLE and City Council as required by State Law.</p>
<p>Racial Profiling reports are submitted to TCOLE (Texas Commission on Law Enforcement) and the governing body of the city before March 1st of every year.)</p>

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: POLICE

FUND: GENERAL FUND

FY2018 DEPARTMENTAL GOALS
Add more Patrol Officers to keep up with the population growth and effectively patrol the City of Manvel.
Create an Animal Control position to allow the animal control officer to handle animal complaints to keep officers free to patrol the city.
Improve case clearance with the addition of officers.
Expand the department's personnel to be able to separate into specialized units. (Traffic, Records Management, Criminal Investigations, Major Crimes Task Force, etc:
Replace the outdated mobile video system in the patrol units. The current systems are obsolete and we are unable to get them repaired or serviced.
Work towards the department becoming a "Recognized Police Department" through the Texas Police Chiefs Association best practices initiative.
Continue our Citizens Police Academy and look at adding a fall class.
Create partners with the subdivisions HOA and local businesses in the city.
Pursue grant funding for equipment and other needs.
Maintain budgeted staffing level. Fill open positions within 45 days of vacancy or addition.
Continue advanced training and state mandated classes for personnel.
Conduct audit of property room inventory.
Transition from Uniform Crime Reporting (UCR) to National Incident Based Crime Reporting (NIBRS) by the end of FY2018
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.
Continue the positive relationship that has been established with other agencies.

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: POLICE

FUND: GENERAL FUND

PERSONNEL SCHEDULE	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Chief of Police	1	1	1	1
Detective Sergeant	1	1	1	1
Detective		1	1	1
Patrol Sergeant	4	4	4	4
Patrol Officers	8	10	10	10
Communications	5	5	5	5
Records/Communications Supervisor	1	1	1	1
<b>Total Full Time Employees</b>	<b>20</b>	<b>23</b>	<b>23</b>	<b>23</b>

PERFORMANCE INDICATORS	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Maintaining personnel through recruiting and retention	95%	90%	90%	100%
Complete all criminal investigations within 30 days	75%	80%	80%	80%
Maintain training records and required training within state mandates	100%	100%	100%	100%
Complete background investigations within 45 days of hire	90%	100%	90%	95%
Maintain 6 minute response to priority one calls	85%	100%	90%	95%
Promote community relations through outreach programs	80%	80%	90%	95%
Property and evidence processing	90%	85%	90%	90%
Enforcement of traffic complaints	75%	100%	75%	100%
Vacation watches / close patrols	80%	100%	70%	100%
Building checks	90%	75%	55%	60%

ACTIVITY MEASURES	FY16 Actual	FY17 Budget	FY17 Estimate	FY18 Budget
Calls for Service	16,838	15,000	16,695	20,000
Traffic Stops	5,449	6,500	5,957	7,000
Number of Citations	1,407	3,000	2,412	3,500
Arrests	288	450	300	400
Warrants Served	85	100	78	150
Case Reports Generated	556	650	581	700
Case Reports Cleared	296	400	325	450
Animal Complaints	527	550	515	600
Animals Impounded	195	175	382	400
Community Relations Events	3	5	3	7
Crash Investigations	440	475	450	500
Alarm Response Residential	280	350	400	450
Alarm Response Business	98	130	128	150
Average for Hours for Criminal Investigations	4.5	5	4.5	6

## Police FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Police Expenditures</b>					
10.90.5000 Salaries	811,755	1,081,412	1,075,955	1,021,780	1,236,133
10.90.5001 Additional Compensation		-	2,887	2,887	-
10.90.5002 Overtime	34,125	48,863	23,745	23,745	24,000
10.90.5003 Holiday Pay	22,326	30,000	-	-	-
10.90.5004 Taxes, Social Security	61,422	86,157	-	-	-
10.90.5005 Retirement	64,014	127,496	-	-	-
10.90.5006 Longevity	4,018	-	2,640	2,640	3,840
10.90.5010 Taxes, Social Security			77,000	76,769	96,694
10.90.5012 TWC		-	4,500	4,479	4,933
10.90.5030 Health Insurance	157,306	185,033	215,533	215,263	217,752
10.90.5031 Vision Insurance	-	-	-	-	2,700
10.90.5032 Life & LTD	-	-	-	-	5,335
10.90.5033 Dental Insurance	-	-	-	-	11,292
10.90.5034 Retirement			122,000	120,920	161,067
10.90.5038 Flex Admin	-	-	-	-	1,340
10.90.5039 Flex Card - Health Ins	-	-	-	-	10,000
10.90.5040 Workers Compensation	14,504	19,733	19,733	19,733	24,417
<b>Total Personnel</b>	<b>1,169,470</b>	<b>1,578,694</b>	<b>1,543,993</b>	<b>1,488,217</b>	<b>1,799,504</b>
10.90.5210 Supplies	1,639	2,500	2,500	1,722	2,500
10.90.5211 Supplies - Crime Prevention	1,381	2,000	2,015	2,009	2,000
10.90.5220 Janitorial Supplies & Cleaning	1,267	2,000	2,000	1,122	1,200
10.90.5222 Postage	607	500	950	931	500
10.90.5225 Fuel	33,050	35,000	38,000	37,860	39,000
10.90.5230 Office Expense	8,237	4,000	7,000	6,808	4,000
10.90.5240 Minor Tools & Equipment	-	7,699	11,199	10,882	71,084
<b>Total Commodities</b>	<b>46,181</b>	<b>53,699</b>	<b>63,664</b>	<b>61,334</b>	<b>120,284</b>
10.90.5364 Records & Evidence Storage	6,370	5,600	5,600	4,952	5,000
10.90.5370 Radio Repairs	576	2,000	2,000	1,664	1,000
10.90.5380 Building Repair & Maintenance	7,914	6,500	6,500	6,405	4,000
10.90.5420 Electricity	5,375	4,500	6,000	5,759	3,600
10.90.5430 Gas Utilities	216	350	350	246	250
10.90.5434 Bailiff - Security	248	-	-	-	-
10.90.5435 Safety & Water Testing	-	400	400	-	-
10.90.5436 Communications Expense	7,273	7,800	7,800	7,515	8,700
10.90.5440 Computer Maintenance/Support	4,158	2,400	2,400	1,061	1,200
10.90.5445 Telephone	17,494	10,000	20,000	19,516	19,000
10.90.5446 Uniforms	6,473	10,300	10,300	8,121	9,900
10.90.5458 Maintenance Agreements	51,672	57,500	57,500	53,716	60,000
10.90.5473 Animal Control Expense	3,850	2,500	2,500	581	1,000
10.90.5550 Radio Usage	8,406	14,000	16,236	16,236	16,320
<b>Total Contractual Services</b>	<b>120,025</b>	<b>123,850</b>	<b>137,586</b>	<b>125,773</b>	<b>129,970</b>
10.90.5618 Job Recruiting	760	1,000	1,000	875	1,100
10.90.5622 Dues & Subscriptions	542	750	750	572	600
10.90.5638 Vehicle Repairs/Maintenance	18,497	20,000	31,000	30,467	35,000
10.90.5645 Training & Travel	6,659	8,000	8,000	6,118	8,000
10.90.5646 Training - Mandatory	1,415	1,200	1,200	1,198	1,600

===== FY18 ANNUAL BUDGET =====

**Police  
FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
10.90.5659 Firearms/Taser	3,973	6,000	6,000	4,144	9,500
10.90.5660 Investigative Expense	2,666	4,000	4,000	3,246	3,000
10.90.5675 Education Reimbursement	-	1,000	1,000	-	1,000
10.90.5685 Jail Operations	384	400	400	65	400
10.90.5700 Vehicle/Equip Replacement Fees	66,078	125,395	125,395	125,395	115,975
<b>Total Other Services</b>	<b>100,974</b>	<b>167,745</b>	<b>178,745</b>	<b>172,080</b>	<b>176,175</b>
10.90.6010 Capital Outlay - Technology	1,247	-	-	-	-
10.90.6020 Capital Outlay - Equipment	102,673	-	-	-	-
10.90.6030 Capital Outlay - Vehicle	43,933	50,500	72,500	48,778	68,900
10.90.6080 Capital Outlay - Building	5	-	-	-	-
<b>Total Capital Outlay</b>	<b>147,859</b>	<b>50,500</b>	<b>72,500</b>	<b>48,778</b>	<b>68,900</b>
<b>Total Expenditures - Police</b>	<b>1,584,509</b>	<b>1,974,488</b>	<b>1,996,488</b>	<b>1,896,182</b>	<b>2,294,833</b>

## Other/Transfers Out FY2018 Adopted Budget

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Other/Transfers Out</b>					
10.95.8420 Rodeo Palms 380 Agreement	280,095	-	-	-	-
10.95.8430 Capital Improvement Projects	80,000	-	-	-	-
10.95.8586 Transfer to PEG Fee Fund	53,227	-	-	-	-
10.95.8430 Transfer to Debt Svc Fund	19,607	-	-	-	-
10.95.8591 Transfer to Veh Repl Fund	38,300	-	-	-	-
10.10.8582 Transfer To - Capital Projects Fund	-	120,000	493,199	493,199	625,000
10.10.8540 Transfer To - Utility Fund	-		100,000	100,000	100,000
10.10.8592 Transfer To - Parks Fund	-		-	-	100,000
<b>Transfers-Out</b>	<b>471,229</b>	<b>120,000</b>	<b>593,199</b>	<b>593,199</b>	<b>825,000</b>

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# City of Manvel, Texas

## Section 8 - Special Revenue Funds FY2018 Adopted Budget



### Community Impact Fee Fund

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

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

### Hotel Occupancy Tax Fund

Hotel Occupancy Tax Fund provides for the accounting of taxes collected from the two hotels within the city.

### Court Security Fund

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

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

Law Enforcement Fund provides for the accounting of fees seized through various operations of the police department in accordance with state statute.

### Peg Fee Fund

The PEG 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 Public, Educational, and Government (PEG) Access programming and according to state law, these funds must be used only for the production of PEG Access programming.

### SMDA (South Manvel Development Auth.) Fund

The SMDA Fund stands for the South Manvel Develop Fund and provides for the accounting of development.

### TIRZ#3 Fund

The TIRZ #3 Fund is the Tax Increment Reinvestment Zone #3 for the accounting of development in the south Manvel area.

### Manvel Economic Development Corp (MEDC) Fund

This is the Fund that accounts for the Manvel Economic Development Corporation. The revenues are derived by ½ cent sales tax designated for economic development.

**COMMUNITY IMPACT FEE FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Utility Revenues</b>					
45.08.4334 Impact Fees - Water	187,182	150,000	90,000	90,571	175,000
45.08.4336 Impact Fees - Wastewater	49,862	-	27,479	27,479	27,479
<b>Total Utility Revenues</b>	<b>237,044</b>	<b>150,000</b>	<b>117,479</b>	<b>118,050</b>	<b>202,479</b>
<b>Investment Earnings</b>					
45.06.4600 Interest Income	1,110	-	-	-	-
<b>Total Investment Earnings</b>	<b>1,110</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers In</b>					
45.09.4962 Transfers In - Utility Fund	191,450	-	-	-	-
<b>Total Transfers In</b>	<b>191,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>429,604</b>	<b>150,000</b>	<b>117,479</b>	<b>118,050</b>	<b>202,479</b>
<b>Expenditures</b>					
<b>Other Services</b>					
45.10.5800 Eng/Consulting/Planning Fees	10,000	10,000	10,000	9,082	10,000
<b>Total Other Services</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>9,082</b>	<b>10,000</b>
<b>Contractual Services</b>					
45.10.5506 Refunds to Developers	-	-	-	-	130,800
<b>Total Contractual Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>130,800</b>
<b>Total Expenditures</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>9,082</b>	<b>140,800</b>
<b>Transfers Out</b>					
45.10.8582 Transfer to Capital Project Fund	-	-	-	-	310,000
<b>Total Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>310,000</b>
<b>Total Expenditures &amp; Transfers Out</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>9,082</b>	<b>450,800</b>
<b>Net Revenues over (Expenditures)</b>	<b>419,604</b>	<b>140,000</b>	<b>107,479</b>	<b>108,968</b>	<b>(310,000)</b>
Fund Balance - Beginning	-	341,450	419,604	419,604	397,772
<b>Fund Balance Before Reserves - Ending</b>	<b>419,604</b>	<b>481,450</b>	<b>396,283</b>	<b>397,772</b>	<b>87,772</b>
Less Reserve for Developer - Section 2	(63,800)	(63,800)	(63,800)	(63,800)	
Less Reserve for Developer - Section 3	(67,000)	(67,000)	(67,000)	(67,000)	
<b>Fund Balance After Reserves - Ending</b>	<b>288,804</b>	<b>350,650</b>	<b>265,483</b>	<b>266,972</b>	<b>87,772</b>

**PARKS FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Transfers In</b>					
55.07.4954 Transfer In - Capital Projects Fund	-	100,000	100,000	100,000	-
55.07.4950 Transfer In - General Fund	-		-	-	100,000
<b>Total Transfers In</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Total Revenues</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Expenditures</b>					
<b>Total Commodities</b>					
55.55.5220 Janitorial Supplies & Cleaning					1,200
<b>Total Commodities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,200</b>
<b>Contractual Services</b>					
55.55.5380 Building Repair & Maintenance					500
55.55.5420 Electricity					150
55.55.5453 Grounds Maintenance					17,000
<b>Total Contractual Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,650</b>
<b>Capital Outlay</b>					
55.55.6070 Capital Outlay	-	-	-	-	100,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>118,850</b>
<b>Net Revenues over (Expenditures)</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>(18,850)</b>
Fund Balance - Beginning	-	-	-	-	100,000
<b>Fund Balance - Ending</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>81,150</b>

**HOTEL OCCUPANCY TAX FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Other Tax Revenues</b>					
60.02.4901 Hotel Taxes	69,098	65,000	83,000	84,191	66,000
<b>Total Other Tax Revenues</b>	<u>69,098</u>	<u>65,000</u>	<u>83,000</u>	<u>84,191</u>	<u>66,000</u>
<b>Investment Earnings</b>					
60.06.4600 Interest Income	902	75	75	75	50
<b>Total Investment Earnings</b>	<u>902</u>	<u>75</u>	<u>75</u>	<u>75</u>	<u>50</u>
<b>Total Revenues</b>	<u>70,000</u>	<u>65,075</u>	<u>83,075</u>	<u>84,266</u>	<u>66,050</u>
<b>Expenditures</b>					
<b>Other Expenses</b>					
60.10.5725 Advertising & Promotion	3,643	4,000	4,000	3,769	1,000
<b>Total Other Expenses</b>	<u>3,643</u>	<u>4,000</u>	<u>4,000</u>	<u>3,769</u>	<u>1,000</u>
<b>Total Expenditures</b>	<u>3,643</u>	<u>4,000</u>	<u>4,000</u>	<u>3,769</u>	<u>1,000</u>
<b>Net Revenues over (Expenditures)</b>	<u>66,357</u>	<u>61,075</u>	<u>79,075</u>	<u>80,497</u>	<u>65,050</u>
Fund Balance - Beginning	-	342,074	346,373	346,373	426,870
<b>Fund Balance - Ending</b>	<u>346,373</u>	<u>403,149</u>	<u>425,448</u>	<u>426,870</u>	<u>491,920</u>

**COURT SECURITY FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Court Fines</b>					
62.05.4400 Court Fines	4,279	5,000	5,000	4,514	5,000
<b>Total Court Fines</b>	<b>4,279</b>	<b>5,000</b>	<b>5,000</b>	<b>4,514</b>	<b>5,000</b>
<b>Investment Earnings</b>					
62.06.4600 Interest Income	16	10	10	-	10
<b>Total Investment Earnings</b>	<b>16</b>	<b>10</b>	<b>10</b>	<b>-</b>	<b>10</b>
<b>Total Revenues</b>	<b>4,295</b>	<b>5,010</b>	<b>5,010</b>	<b>4,514</b>	<b>5,010</b>
<b>Expenditures</b>					
<b>Personnel Costs</b>					
62.10.5000 Salaries	-	-	6,600	2,665	3,800
62.10.5004 Taxes, Social Security	-	-	510	204	291
62.10.5005 Retirement	-	-	750	248	498
62.10.5012 TWC	-	-	100	100	-
62.10.5434 Bailiff - Security	4,070	4,500	-	-	-
<b>Total Personnel Costs</b>	<b>4,070</b>	<b>4,500</b>	<b>7,960</b>	<b>3,217</b>	<b>4,589</b>
<b>Total Expenditures</b>	<b>4,070</b>	<b>4,500</b>	<b>7,960</b>	<b>3,217</b>	<b>4,589</b>
<b>Net Revenues over (Expenditures)</b>	<b>225</b>	<b>510</b>	<b>(2,950)</b>	<b>1,297</b>	<b>421</b>
Fund Balance - Beginning	-	5,764	5,483	5,483	6,780
<b>Fund Balance - Ending</b>	<b>5,483</b>	<b>6,274</b>	<b>2,533</b>	<b>6,780</b>	<b>7,202</b>

**COURT TECHNOLOGY FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Court Fines</b>					
64.05.4400 Court Fines	5,679	6,500	6,500	5,952	6,000
<b>Total Court Fines</b>	<b>5,679</b>	<b>6,500</b>	<b>6,500</b>	<b>5,952</b>	<b>6,000</b>
<b>Investment Earnings</b>					
64.06.4600 Interest Income	27	12	12	-	10
<b>Total Investment Earnings</b>	<b>27</b>	<b>12</b>	<b>12</b>	<b>-</b>	<b>10</b>
<b>Total Revenues</b>	<b>5,706</b>	<b>6,512</b>	<b>6,512</b>	<b>5,952</b>	<b>6,010</b>
<b>Expenditures</b>					
<b>Commodities</b>					
64.10.5240 Minor Tools & Equipment	-	778	778	691	15,000
<b>Total Commodities</b>	<b>-</b>	<b>778</b>	<b>778</b>	<b>691</b>	<b>15,000</b>
<b>Contractual Services</b>					
64.10.5444 Air Cards	-	900	900	-	-
64.10.5445 Telephone	114	300	300	-	-
<b>Total Contractual Services</b>	<b>114</b>	<b>1,200</b>	<b>1,200</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>114</b>	<b>1,978</b>	<b>1,978</b>	<b>691</b>	<b>15,000</b>
<b>Net Revenues over (Expenditures)</b>	<b>5,592</b>	<b>4,534</b>	<b>4,534</b>	<b>5,261</b>	<b>(8,990)</b>
Fund Balance - Beginning	4,942	10,292	10,534	10,534	15,795
<b>Fund Balance - Ending</b>	<b>10,534</b>	<b>14,826</b>	<b>15,068</b>	<b>15,795</b>	<b>6,805</b>

**LAW ENFORCEMENT FUND**

**FY2018 Adopted Budget**

	<b>FY16 Actual</b>	<b>FY17 Original Budget</b>	<b>FY17 Revised Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Adopted Budget</b>
Fund Balance - Beginning		2,343	844	844	844
<b>Fund Balance - Ending</b>	<b>844</b>	<b>2,343</b>	<b>844</b>	<b>844</b>	<b>844</b>

**PEG FEE FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Other Revenues</b>					
67.03.4110 PEG Fees	4,720	9,400	9,400	11,740	8,000
<b>Total Other Revenues</b>	<b>4,720</b>	<b>9,400</b>	<b>9,400</b>	<b>11,740</b>	<b>8,000</b>
<b>Investment Earnings</b>					
67.06.4600 Interest Income	-	6	6	-	5
<b>Total Investment Earnings</b>	<b>-</b>	<b>6</b>	<b>6</b>	<b>-</b>	<b>5</b>
<b>Total Revenues</b>	<b>4,720</b>	<b>9,406</b>	<b>9,406</b>	<b>11,740</b>	<b>8,005</b>
<b>Expenditures</b>					
<b>Capital Outlay</b>					
67.10.6020 Capital Outlay - Equipment	-	-	-	-	50,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
Fund Balance - Beginning	-	58,421	71,310	71,310	83,050
<b>Fund Balance - Ending</b>	<b>71,310</b>	<b>67,827</b>	<b>80,716</b>	<b>83,050</b>	<b>41,055</b>

**SMDA (SOUTH MANVEL DEVELOPMENT AUTH.) FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Ad Valorem Taxes Revenues</b>					
80.01.4000 Current Ad Valorem Tax Rev.	106	10,000	10,000	38,759	30,000
80.01.4010 Delinquent Ad Valorem Tax Rev.				831	
<b>Total Ad Valorem Taxes Revenues</b>	<b>106</b>	<b>10,000</b>	<b>10,000</b>	<b>39,590</b>	<b>30,000</b>
<b>Investment Earnings</b>					
80.06.4600 Interest Income	-	10	10	-	10
<b>Total Investment Earnings</b>	<b>-</b>	<b>10</b>	<b>10</b>	<b>-</b>	<b>10</b>
<b>Transfers In</b>					
80.09.4961 Transfers In - TIRZ #3	29,235		24,850	24,850	36,500
<b>Total Transfers In</b>	<b>29,235</b>	<b>-</b>	<b>24,850</b>	<b>24,850</b>	<b>36,500</b>
<b>Total Revenues</b>	<b>29,341</b>	<b>10,010</b>	<b>34,860</b>	<b>64,440</b>	<b>66,510</b>
<b>Expenditures</b>					
<b>Commodities</b>					
80.10.5230 Office Expense	-	150	150	-	-
80.10.5232 Miscellaneous	8,564	-	-	-	-
<b>Total Commodities</b>	<b>8,564</b>	<b>150</b>	<b>150</b>	<b>-</b>	<b>-</b>
<b>Contractual Services</b>					
80.10.5461 Planning & Development	3,486	5,700	5,700	2,370	5,000
<b>Total Contractual Services</b>	<b>3,486</b>	<b>5,700</b>	<b>5,700</b>	<b>2,370</b>	<b>5,000</b>
<b>Other Services</b>					
80.10.5701 Legal Fees	241	300	300	45	300
<b>Total Other Services</b>	<b>241</b>	<b>300</b>	<b>300</b>	<b>45</b>	<b>300</b>
<b>Total Expenditures</b>	<b>12,291</b>	<b>6,150</b>	<b>6,150</b>	<b>2,415</b>	<b>5,300</b>
<b>Net Revenues over (Expenditures)</b>	<b>17,049</b>	<b>3,860</b>	<b>28,710</b>	<b>62,025</b>	<b>61,210</b>
Fund Balance - Beginning	51,713	33,419	68,762	68,762	130,787
<b>Fund Balance - Ending</b>	<b>68,762</b>	<b>37,279</b>	<b>97,472</b>	<b>130,787</b>	<b>191,997</b>

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

**FY2018 Adopted Budget**

	<b>FY16 Actual</b>	<b>FY17 Original Budget</b>	<b>FY17 Revised Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Adopted Budget</b>
<b>Revenues</b>					
<b>Ad Valorem Taxes Revenues</b>					
81.01.4000 Current Ad Valorem Taxes	16,133	7,000	7,000	-	-
81.01.4020 Brazoria County - Ad Valorem Taxes	6,746	6,000	6,000	41,237	30,000
<b>Total Ad Valorem Taxes Revenues</b>	<b>22,879</b>	<b>13,000</b>	<b>13,000</b>	<b>41,237</b>	<b>30,000</b>
<b>Other Tax Revenues</b>					
81.02.4030 Sales Tax Revenues	6,306	12,000	12,000	-	6,500
<b>Total Other Tax Revenues</b>	<b>6,306</b>	<b>12,000</b>	<b>12,000</b>	<b>-</b>	<b>6,500</b>
<b>Other Revenues</b>					
81.06.4600 Interest Income	50	-	-	-	-
<b>Total Other Revenues</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>29,235</b>	<b>29,235</b>	<b>25,000</b>	<b>41,237</b>	<b>36,500</b>
<b>Expenditures</b>					
<b>Commodities</b>					
81.10.5230 Office Expense	-	150	150	-	-
<b>Total Commodities</b>	<b>-</b>	<b>150</b>	<b>150</b>	<b>-</b>	<b>-</b>
<b>Transfers Out</b>					
81.95.8587 Transfer Out - SMDA Fund	29,235	24,850	24,850	24,850	36,500
<b>Total Transfers Out</b>	<b>29,235</b>	<b>24,850</b>	<b>24,850</b>	<b>24,850</b>	<b>36,500</b>
<b>Total Expenditures</b>	<b>29,235</b>	<b>25,000</b>	<b>25,000</b>	<b>24,850</b>	<b>36,500</b>
<b>Net Revenues over (Expenditures)</b>	<b>-</b>	<b>4,235</b>	<b>-</b>	<b>16,387</b>	<b>-</b>
Fund Balance - Beginning	-	-	-	-	16,387
<b>Fund Balance - Ending</b>	<b>-</b>	<b>4,235</b>	<b>-</b>	<b>16,387</b>	<b>16,387</b>

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

**FY2018 Adopted Budget**

	<b>FY16 Actual</b>	<b>FY17 Original Budget</b>	<b>FY17 Revised Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Adopted Budget</b>
<b>Revenues</b>					
<b>Other Tax Revenues</b>					
90.02.4030 Sales Tax Revenue	676,170	650,000	650,000	722,925	730,000
<b>Total Other Tax Revenues</b>	<b>676,170</b>	<b>650,000</b>	<b>650,000</b>	<b>722,925</b>	<b>730,000</b>
<b>Investment Earnings</b>					
90.06.4600 Interest Income	12,076	1,000	1,000	16,236	5,000
<b>Total Investment Earnings</b>	<b>12,076</b>	<b>1,000</b>	<b>1,000</b>	<b>16,236</b>	<b>5,000</b>
<b>Total Revenues</b>	<b>688,246</b>	<b>651,000</b>	<b>651,000</b>	<b>739,161</b>	<b>735,000</b>
<b>Expenditures</b>					
<b>Commodities</b>					
90.10.5230 Office Expense	25	1,500	1,500	196	1,500
<b>Total Commodities</b>	<b>25</b>	<b>1,500</b>	<b>1,500</b>	<b>196</b>	<b>1,500</b>
<b>Contractual Services</b>					
90.10.5300 Admin Support	1,000	-	-	-	-
90.10.5305 Service Agreements	9,000	12,000	12,000	11,000	92,000
90.10.5477 Audit and Professional Fees	2,500	2,500	2,500	2,500	2,625
<b>Total Contractual Services</b>	<b>12,500</b>	<b>14,500</b>	<b>14,500</b>	<b>13,500</b>	<b>94,625</b>
<b>Other Services</b>					
90.10.5600 Marketing and Website	-	2,000	2,000	-	5,000
90.10.5622 Dues and Memberships	5,500	6,000	6,000	6,025	12,000
90.10.5625 Publications	-	1,500	1,500	-	1,500
90.10.5630 Insurance and Bonds	-	250	250	-	250
90.10.5644 Orientation and Training	2,253	6,000	6,000	2,072	6,000
90.10.5647 Conference and Meetings	-	10,000	10,000	292	10,000
90.10.5701 Legal Fees	-	2,500	2,500	-	2,500
90.10.5800 Eng/Consulting/Planning Fees	15,000	60,000	60,000	10,583	30,000
<b>Total Other Services</b>	<b>22,753</b>	<b>88,250</b>	<b>88,250</b>	<b>18,972</b>	<b>67,250</b>
<b>Capital Outlays</b>					
90.10.6050 Capital Outlay	38,500	-	-	-	-
90.10.7600 Contingency/Projects	-	452,438	452,438	26,983	478,971
<b>Total Capital Outlays</b>	<b>38,500</b>	<b>452,438</b>	<b>452,438</b>	<b>26,983</b>	<b>478,971</b>
<b>Transfers Out</b>					
90.10.8590 Transfer to Debt Service Fund	90,526	94,312	94,312	94,311	92,654
<b>Total Transfers Out</b>	<b>90,526</b>	<b>94,312</b>	<b>94,312</b>	<b>94,311</b>	<b>92,654</b>
<b>Total Expenditures</b>	<b>164,303</b>	<b>651,000</b>	<b>651,000</b>	<b>153,962</b>	<b>735,000</b>
Fund Balance - Beginning	1,425,858	1,590,161	1,590,161	1,590,161	2,175,360
<b>Fund Balance - Ending</b>	<b>1,590,161</b>	<b>1,590,161</b>	<b>1,590,161</b>	<b>2,175,360</b>	<b>2,175,360</b>

# City of Manvel, Texas

## Section 9 - Proprietary Funds FY2018 Adopted Budget

### Vehicle/Equipment Replacement Fund



Vehicle/Equipment Replacement Fund provides for the accounting of fees allocated from the various departments for the usage of vehicles and particular equipment. These fees are budgeted within the associated departments and accumulated in this Replacement Fund. The 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 position units that are first approved in a departments Capital Outlay-Vehicle or Equipment line item will be added to this schedule in the year after purchase.

### Utility Fund



The Utility operates as an enterprise fund, meaning it is not supported with tax dollars but rather funded through water, sewer and reuse service revenues and utility capacity fees. With three water treatment plants and a wastewater treatment facility, the Utility Department provides service to the residents and businesses to Manvel. The Utility Department is responsible for providing high quality, safe drinking water and environmentally responsible wastewater service to the community.

**VEHICLE/EQUIPMENT REPLACEMENT FUND**

**FY2018 Adopted Budget**

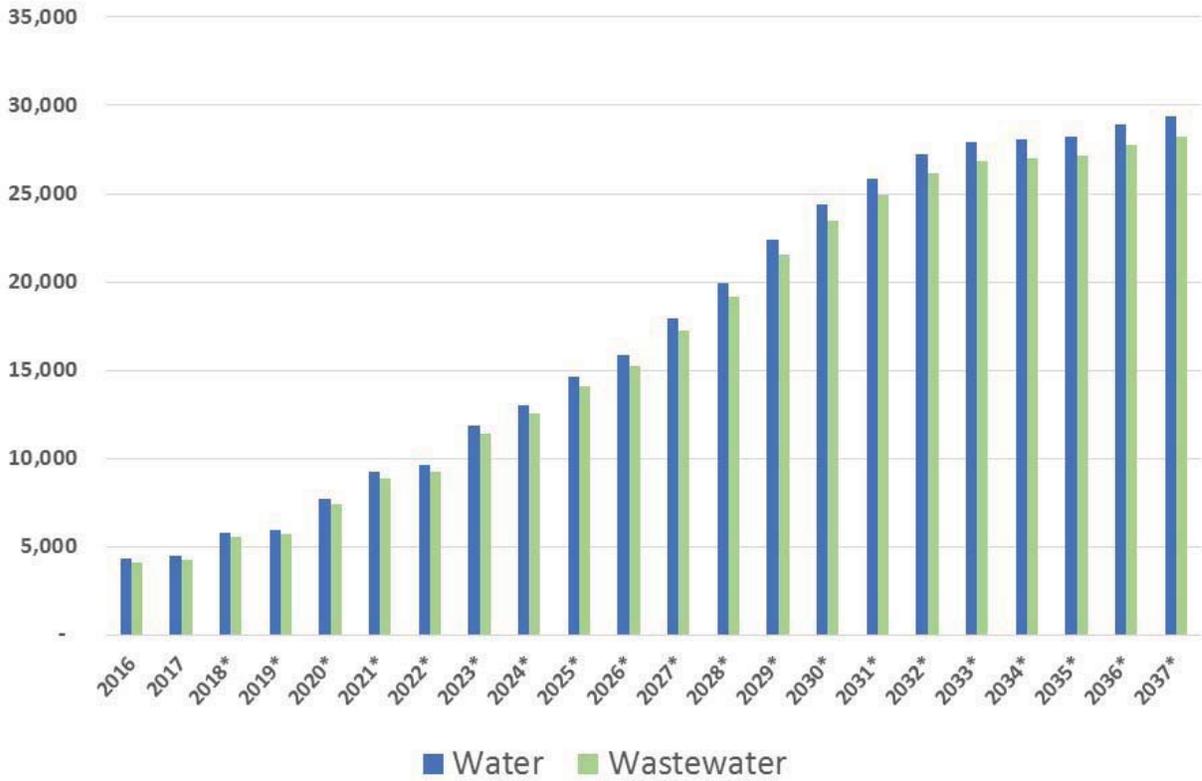
	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Investment Earnings</b>					
12.06.4811 Interest Income	305	-	-	-	-
<b>Total Investment Earnings</b>	<b>305</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Revenue</b>					
12.07.4740 Vehicle/Equip. Replacement Fees	286,324	271,578	271,579	275,593	272,401
12.07.4811 Other Income	4,125	-	-	-	-
12.07.4800 Insurance & Other Reimbursements	-	-	22,000	21,967	-
12.07.4815 Gain on Sale of Asset Disposal	-	-	46,000	46,000	-
<b>Total Other Revenue</b>	<b>290,449</b>	<b>271,578</b>	<b>339,579</b>	<b>343,560</b>	<b>272,401</b>
<b>Transfers In</b>					
12.09.4950 Transfers in - General Fund	38,300	-	-	-	-
<b>Total Transfers In</b>	<b>38,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>329,054</b>	<b>271,578</b>	<b>339,579</b>	<b>343,560</b>	<b>272,401</b>
<b>Expenditures</b>					
<b>Contractual Services</b>					
12.10.5460 Lease Payment	-	82,489	64,168	64,168	34,112
<b>Total Contractual Services</b>	<b>-</b>	<b>82,489</b>	<b>64,168</b>	<b>64,168</b>	<b>34,112</b>
<b>Other Expenses</b>					
12.10.5630 Insurance and Bonds	-	-	2,500	2,500	2,500
12.10.5655 Other Expenses	-	-	1,000	1,000	1,000
<b>Total Other Expenses</b>	<b>-</b>	<b>-</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
<b>Capital Outlays</b>					
12.91.6030 Capital Outlay - Vehicle	263,692	195,000	232,500	151,746	114,871
12.91.8410 Depreciation Expense	65,362	-	-	-	-
<b>Total Capital Outlays</b>	<b>329,054</b>	<b>195,000</b>	<b>232,500</b>	<b>151,746</b>	<b>114,871</b>
<b>Total Expenditures</b>	<b>329,054</b>	<b>277,489</b>	<b>300,168</b>	<b>219,414</b>	<b>152,483</b>
<b>Net Revenues over (Expenditures)</b>	<b>-</b>	<b>(5,911)</b>	<b>39,411</b>	<b>124,146</b>	<b>119,918</b>
Fund Balance - Beginning	-	-	-	-	124,146
<b>Fund Balance - Ending</b>	<b>-</b>	<b>(5,911)</b>	<b>39,411</b>	<b>124,146</b>	<b>244,064</b>

**UTILITY FUND**

**City of Manvel, Texas  
FY2018 Adopted Budget**

**Estimated Equivalent Service-Family Connections (ESFC)  
Water and Wastewater**

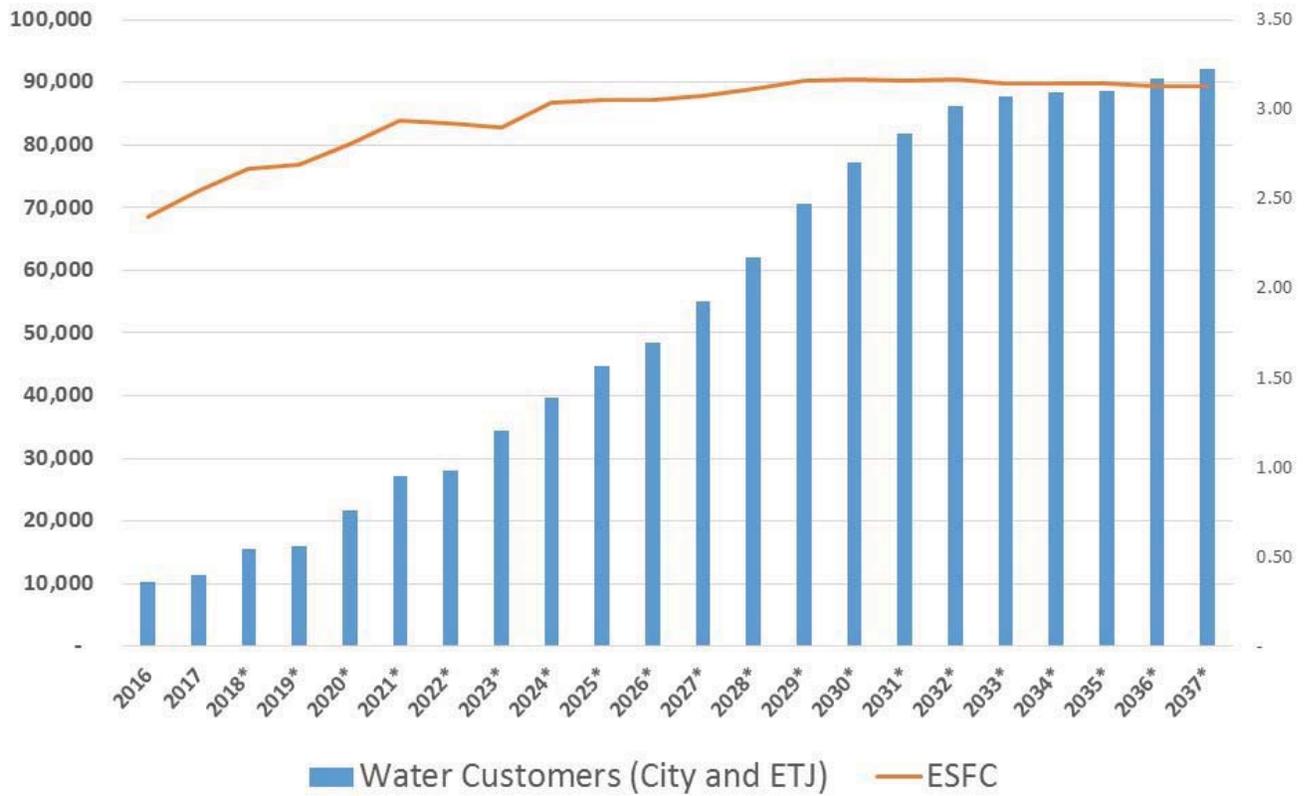
**FY2016-FY2037**



## City of Manvel, Texas FY2018 Adopted Budget

### Water Population (City and ETJ) vs. Estimated Equivalent Service-Family Connections (ESFC)

**FY2016-FY2037**

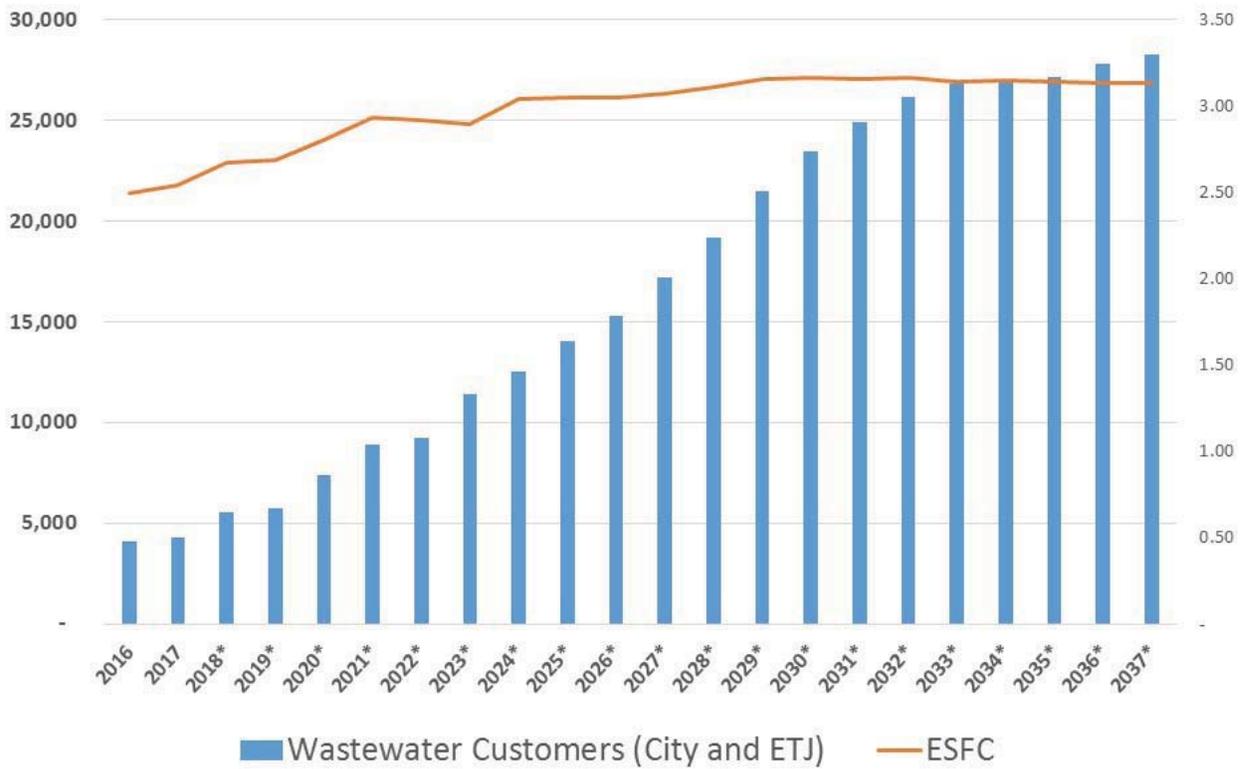


An average of 2.98 persons live in each Equivalent Service-Family Connection (ESFC) home.

## City of Manvel, Texas FY2018 Adopted Budget

### Water Population (City and ETJ) vs. Estimated Equivalent Service-Family Connections (ESFC)

#### FY2016-FY2037



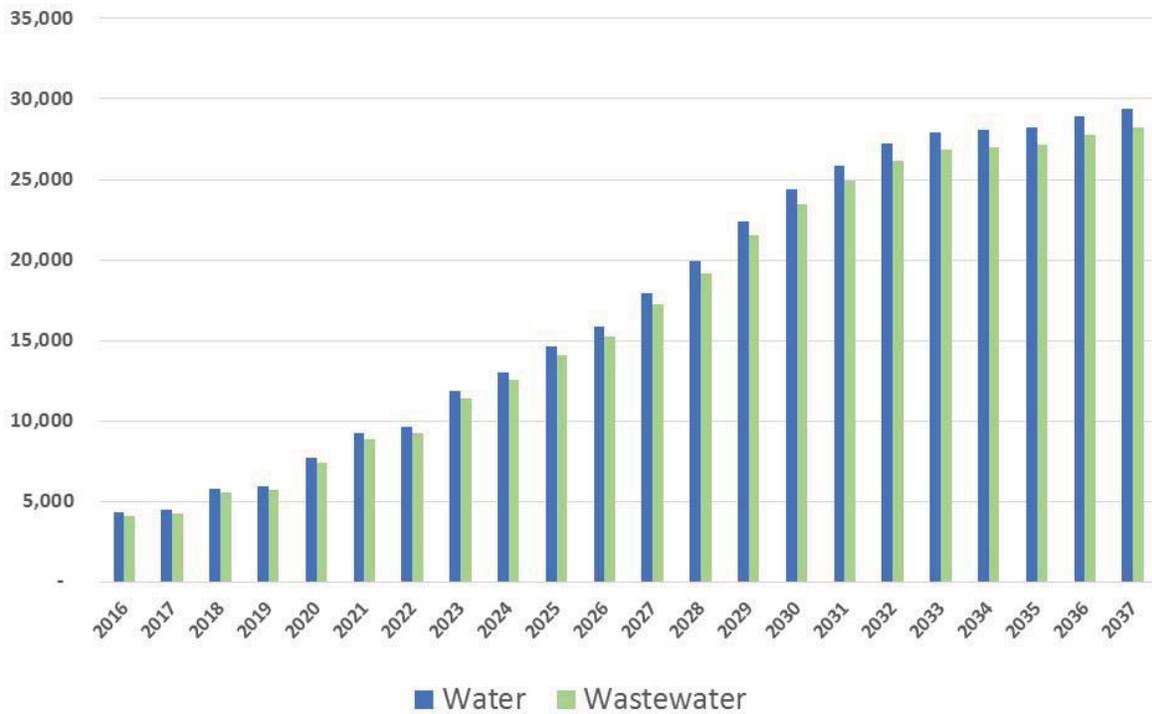
An average of 2.98 persons live in each Equivalent Service-Family Connection (ESFC) home.

## City of Manvel, Texas FY2018 Adopted Budget

### Water and Wastewater Estimated Equivalent Service-Family Connections (ESFC)

#### FY2014-FY2037

	Water	Wastewater
2014	2,145	2,099
2017	4,294	4,208
2022	9,432	9,247
2027	17,219	16,881
2032	26,155	25,893
2037	28,260	27,706



(FY2018-FY2037 are estimated)

<b>DEPARTMENTAL VISION STATEMENT</b>
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.

<b>Utility Functions</b>
• Administration
• Water Treatment
• Water Distribution
• Wastewater Treatment
• Wastewater Distribution
• Utility Construction

The Utility Department is responsible for providing superior water and wastewater services to the community while complying with Federal and State 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.

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: Utility

FUND: UTILITY FUND

FY2017 DEPARTMENTAL ACCOMPLISHMENTS
Hired new Utility Worker to assist with daily maintenance operations.
Expanded wastewater treatment plant from 250 thousand gpd to 500 thousand gpd to allow an additional 250 homes, 50%
Upgraded Large Street lift station to create a regional lift station, servicing more businesses along Hwy 6.
Expanding water treatment plant from 500 gallons per minute to 1500 gallons per minute, going from 1500 gpm to 4500 gpm servicing the entire city including the new businesses on Hwy 6, town center and Blue Water subdivision and elevated storage tanks.
Expanded 600 feet of water and wastewater line extensions for businesses on Hwy 6.
Rehabbed wastewater collection system in Manvel Proper section of the city.
Added 21,000 additional feet of water lines and 25,000 additional sanitary sewer lines in Lakeland section 4 and Blue Water.
Additional 50 fire hydrants added to Lakeland and 50 fire hydrants in Blue Water subdivisions.
Enhanced communication system to customers allowing 24 hour customer service for technical and mechanical related issues.
Converted maintenance and operations of water and wastewater system from out sourced contractor services to in house management.
Purchased water model software to enhance our ability to determine the right size water line before purchase or installation resulting in cost savings for water and sewer line installation services.
Completed a standard operating procedure manual for water and wastewater systems.
Implemented GIS technology allowing the city to obtain data metrics for water and wastewater lines and other city infrastructure.
Met 100% of all water and wastewater Federal and State compliant requirements, such as DLQOR, CCR and County production report.
Installed 10 auto dialers enhancing the cities response time to cities water and wastewater utility facilities.
Staff received over 100 hours of continuing education on water and wastewater operations.
Added 2 man entry hatches on the ground storage tanks as a safety precaution and added cat walk on wastewater treatment plant clarifier.
Completed over 100 plan reviews resulting in more commercial and residential customers.
Implemented website link for customer complaints and feedback.
Secured City Utility operations during Hurricane Harvey

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: Utility

FUND: UTILITY FUND

<b>FY2018 DEPARTMENTAL GOALS</b>
Produce and distribute water in the most efficient way while maintaining and upgrading infrastructure (city lift stations, wastewater collection system, water distribution system, fire hydrants, water meters, water and wastewater facilities)
Providing current and future customers with safe, efficient and cost effective services while protecting the environment from pollution.
To become recognized with the Superior water system designation by the State TCEQ.
Expand our customer base and be able meet the demand of an expanded water and wastewater distribution system.
To improve operating efficiencies by adding various systems such as SCADA system, loop line circulating system,
Improve operating standards on older lift stations and enhance newer lift stations operating capabilities
Develop and update standard operating procedures to provide step by step instructions of daily operations of water and wastewater
Implement new technology solutions such as a Water model software which will predicts water flow pressure and demand, maintain a GIS system to provide a road map of utility services allowing staff and developers the ability to view our infrastructure, and implement a fixed base meter read system to allow enhance meter read services.
To meet Federal and State guide lines for water and wastewater compliance.
Enhance Preventive maintenance such as auto dialers which provides instant alerts for immediate action utility facilities.
Enhance staff skills, knowledge and competencies of utility requirements and mandates through continuing education, licensing, and training of goals.
To provide and meet all TCEQ safety standard requirements for utility facilities and staff.
Coordinate design plan reviews for construction reviews for current and future infrastructure needs.

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: Utility

FUND: UTILITY FUND

<b>PERSONNEL SCHEDULE</b>	<b>FY16 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Utility Supervisor	1	1	1	1
Plant Operator	1	1	1	1
Utility Worker			1	1
<b>Total Full Time Employees</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>

<b>PERFORMANCE INDICATORS</b>	<b>FY15 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Changing out meters within 14 days	50%		70%	80%
Receiving and approving invoices by Friday	70%		50%	90%

<b>ACTIVITY MEASURES</b>	<b>FY16 Actual</b>	<b>FY17 Budget</b>	<b>FY17 Estimate</b>	<b>FY18 Budget</b>
Linear feet of drainage	22,500		103,000	

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: Utility

FUND: UTILITY FUND

**Utility Fund  
FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Investment Earnings</b>					
40.06.4600 Interest Income	382	600	600	-	-
<b>Total Investment Earnings</b>	<b>382</b>	<b>600</b>	<b>600</b>	<b>-</b>	<b>-</b>
<b>Other Revenues</b>					
40.07.4650 Sand Pit Revenues	29,964	-	9,000	9,000	-
40.07.4800 Insurance & Other Reimbursements	-	-	12,904	12,904	-
40.07.4811 Other Income	1,257	-	24,180	24,180	5,000
40.09.4811 Other Income	400	-	-	-	-
40.08.4971 Contributed Capital	54,213	-	-	-	-
<b>Total Other Revenues</b>	<b>85,834</b>	<b>-</b>	<b>46,084</b>	<b>46,084</b>	<b>5,000</b>
<b>Utility Revenues Revenues</b>					
40.08.4301 Water Revenue	206,367	260,000	225,316	225,316	227,000
40.08.4302 Wastewater Revenue	178,273	210,000	203,659	203,659	208,000
40.08.4310 Meter Fee - Water	-	-	1,410	1,410	2,000
40.08.4311 Water Meters	33,548	20,000	8,500	8,437	31,850
40.08.4320 Set-Up Fee	4,075	2,000	1,390	1,390	3,000
40.08.4321 Tap Connection Fees	5,097	4,000	750	750	1,500
40.08.4322 Boring Fee for Taps	1,000	-	-	-	-
40.08.4390 Late Penalty Fees	10,029	5,000	5,300	5,307	4,000
<b>Total Utility Revenues</b>	<b>438,389</b>	<b>501,000</b>	<b>446,325</b>	<b>446,269</b>	<b>477,350</b>
<b>Transfers In</b>					
40.08.4950 Transfer in - General Fund	-	-	100,000	100,000	100,000
<b>Total Transfers In</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Total Water/Wastewater Revenues</b>	<b>524,605</b>	<b>501,600</b>	<b>593,009</b>	<b>592,353</b>	<b>582,350</b>
<b>Expenditures</b>					
<b>Administration Expenditures</b>					
<b>Personnel Expenditures</b>					
40.10.5000 Salaries	72,600	108,282	120,362	120,315	135,271
40.10.5002 Overtime	8,763	8,693	11,693	11,505	5,000
40.10.5003 Holiday Pay	3,436	3,000	-	-	-
40.10.5010 Taxes, Social Security	6,392	13,864	-	-	10,855
40.10.5005 Retirement	4,912	17,605	-	-	18,038
40.10.5006 Longevity	353	-	600	600	720
40.10.5010 Taxes, Social Security	-	-	9,502	9,502	-
40.10.5012 TWC	-	-	530	522	513
40.10.5030 Health Insurance	9,608	17,472	19,672	19,658	26,130
40.10.5031 Vision Insurance	-	-	-	-	324
40.10.5032 Life & LTD Insurance	-	-	-	-	642
40.10.5033 Dental Insurance	-	-	-	-	1,355
40.10.5034 Retirement	-	-	15,500	15,356	-
40.10.5035 Cell Phone Allowance	-	-	555	554	900
40.10.5038 Flex Admin	-	-	-	-	192
40.10.5039 Flex Card - Health Ins	-	-	-	-	1,200
40.10.5040 Workers Compensation	2,972	3,000	3,000	1,000	7,413
<b>Total Personnel Expenditures</b>	<b>109,036</b>	<b>171,916</b>	<b>181,414</b>	<b>179,012</b>	<b>208,553</b>

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: Utility

FUND: UTILITY FUND

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Commodities</b>					
40.10.5201 Contract Services	3,725	500	-	-	-
40.10.5202 Mowing & Weed Control	1,298	1,500	700	681	1,500
40.10.5222 Postage	2,363	2,500	2,200	2,178	1,600
40.10.5230 Office Expense	880	1,500	1,420	1,401	1,000
40.10.5240 Minor Tools & Equipment	-	1,500	2,800	2,782	-
<b>Total Commodities</b>	<b>8,266</b>	<b>7,500</b>	<b>7,120</b>	<b>7,042</b>	<b>4,100</b>
<b>Contractual Services</b>					
40.10.5300 Equipment Rental	6,265	7,000	5,000	4,577	5,000
40.10.5441 Computer Software	4,160	3,500	8,500	7,927	-
40.10.5445 Telephone	2,029	4,000	3,000	1,029	-
40.10.5550 Radio Usage	810	1,476	1,476	1,476	1,476
<b>Total Contractual Services</b>	<b>13,264</b>	<b>15,976</b>	<b>17,976</b>	<b>15,009</b>	<b>6,476</b>
<b>Other Services</b>					
40.10.5615 Credit Card Processing Fees	4,181	4,000	6,000	5,198	5,000
40.10.5630 Insurance and Bonds	114	2,800	14,454	14,454	-
40.10.5645 Training & Travel	1,129	2,000	2,000	1,207	496
40.10.5700 Vehicle/Equip Replacement Fees	4,125	10,438	10,438	10,438	24,149
40.10.5742 Subsistence Fees	627	1,000	2,300	2,251	-
40.10.5800 Eng/Consulting/Planning Fees	10,300	10,000	17,000	16,393	5,000
<b>Total Other Services</b>	<b>20,476</b>	<b>30,238</b>	<b>52,192</b>	<b>49,941</b>	<b>34,645</b>
<b>Total Administrative Expenditures</b>	<b>151,042</b>	<b>225,630</b>	<b>258,702</b>	<b>251,004</b>	<b>253,774</b>
<b>Water Expenditures</b>					
<b>Commodities</b>					
40.54.5204 Chemicals	6,202	8,500	12,500	12,456	8,000
40.54.5240 Minor Tools & Equipment	4,288	2,500	8,700	8,682	2,900
<b>Total Commodities</b>	<b>10,490</b>	<b>11,000</b>	<b>21,200</b>	<b>21,138</b>	<b>10,900</b>
<b>Contractual Services</b>					
40.54.5310 Meter Replacement Program	11,240	10,000	18,000	17,774	20,000
40.54.5420 Electricity	48,961	50,000	57,000	56,286	52,000
40.54.5441 Computer Software	1,360	1,000	1,000	367	52,300
40.54.5445 Telephone	-	-	-	-	1,200
40.54.5499 Laboratory Expenses	9,691	9,000	13,500	13,220	10,000
<b>Total Contractual Services</b>	<b>71,252</b>	<b>70,000</b>	<b>89,500</b>	<b>87,647</b>	<b>135,500</b>
<b>Other Services</b>					
40.54.5622 Dues & Subscriptions	-	-	-	-	6,375
40.54.5636 Equipment Repairs/Maintenance	184,955	120,000	202,000	201,944	150,000
40.54.5638 Vehicle Repairs/Maintenance	1,688	1,000	3,500	3,005	15,400
40.54.5645 Training & Travel	660	2,000	416	416	1,500
40.54.5655 Other Expenses	8,055	-	-	-	-
40.54.5700 Vehicle/Equip Replacement Fees	4,125	4,125	4,125	4,125	5,955
40.54.5729 Permits & Assessments	2,464	5,000	5,000	3,562	5,000
40.54.5730 Legal Notices	-	100	100	-	-
40.54.5742 Subsistence Fees	1,378	2,000	2,000	-	2,300
40.54.5800 Eng/Consulting/Planning Fees	13,585	-	-	-	-
<b>Total Other Services</b>	<b>216,910</b>	<b>134,225</b>	<b>217,141</b>	<b>213,052</b>	<b>186,530</b>

===== FY18 ANNUAL BUDGET =====

DEPARTMENT: Utility

FUND: UTILITY FUND

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Capital Outlay</b>					
40.54.6020 Capital Outlay - Equipment	21,092	-	-	1,000	-
40.54.6203 Capital Outlay - Capitalize Taps	14,000	-	-	-	-
<b>Total Capital Outlay</b>	<b>35,092</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>-</b>
<b>Total Water Expenditures</b>	<b>333,744</b>	<b>215,225</b>	<b>327,841</b>	<b>322,837</b>	<b>332,930</b>
<b>Wastewater Expenditures</b>					
<b>Commodities</b>					
40.56.5204 Chemicals	-	-	-	-	8,000
40.56.5225 Fuel	-	-	-	-	8,000
40.56.5240 Minor Tools	-	-	-	-	1,000
<b>Total Commodities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,000</b>
<b>Contractual Services</b>					
40.56.5419 Sludge Hauling	14,200	25,000	21,000	19,082	30,000
40.56.5445 Telephone	-	-	-	-	2,400
40.56.5480 Contract Services	-	-	-	-	10,000
40.56.5500 Operator Fees	28,650	7,500	-	-	-
<b>Total Contractual Services</b>	<b>42,850</b>	<b>32,500</b>	<b>21,000</b>	<b>19,082</b>	<b>42,400</b>
<b>Other Services</b>					
40.56.5636 Equipment Repairs/Maint	(1,600)	-	-	-	-
40.56.5645 Training & Travel	-	-	-	-	1,500
<b>Total Other Services</b>	<b>(1,600)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500</b>
<b>Capital Outlay</b>					
40.56.6020 Capital Outlay - Equipment	9,150	-	-	-	-
40.56.8410 Depreciation	188,699	-	-	-	-
<b>Total Capital Outlay</b>	<b>197,849</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Wastewater Expenditures</b>	<b>239,099</b>	<b>32,500</b>	<b>21,000</b>	<b>19,082</b>	<b>60,900</b>
<b>Total Expenditures</b>	<b>723,885</b>	<b>473,355</b>	<b>607,543</b>	<b>592,923</b>	<b>647,604</b>
<b>Transfers Out</b>					
40.10.8641 Transfers Out - Impact Fee Fund	191,450	-	-	-	-
<b>Total Transfers Out</b>	<b>191,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Revenues over (Expenditures)</b>	<b>(390,730)</b>	<b>28,245</b>	<b>(14,534)</b>	<b>(570)</b>	<b>(65,254)</b>
Fund Balance - Beginning	9,835,702	9,444,972	9,444,972	9,444,972	9,444,402
<b>Fund Balance - Ending</b>	<b>9,444,972</b>	<b>9,473,217</b>	<b>9,430,439</b>	<b>9,444,402</b>	<b>9,379,148</b>

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## **City of Manvel, Texas**

### **Section 10 - Debt Service Fund FY2018 Adopted Budget**

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 bonded indebtedness indicates the date of issuance, effective interest rates, and outstanding debt at the beginning of the year. The summary of total bonded 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. Within the \$2.50 maximum, there is no legal limit upon the amount of taxes which can be levied for debt service. The maximum debt limit in terms of dollars based on the current appraised value would be \$151,000,000.

## Debt Service Fund FY2018 Adopted Budget

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

	9/30/18	9/30/19	9/30/20	9/30/21	9/30/22	9/30/27	9/30/32	9/30/36
2013 Cert. of Oblig.	1,715,000	1,620,000	1,520,000	1,420,000	1,315,000	765,000	135,000	-
2014 Tax Notes	625,000	475,000	320,000	160,000	-	-	-	-
2015 GO Refunding Bonds	1,825,000	1,610,000	1,390,000	1,170,000	945,000	-	-	-
2016 Cert. of Oblig.	4,150,000	3,915,000	3,680,000	3,450,000	3,220,000	2,070,000	920,000	-
<b>Net Long-Term Debt</b>	<b>\$8,315,000</b>	<b>\$7,620,000</b>	<b>\$6,910,000</b>	<b>\$6,200,000</b>	<b>\$5,480,000</b>	<b>\$2,835,000</b>	<b>\$1,055,000</b>	<b>\$0</b>
Population (est.)	5,966	6,205	6,453	6,711	6,980	9,263	11,820	13,304
Net Long-Term Debt per Capita	\$1,394	\$1,228	\$1,071	\$924	\$785	\$306	\$89	\$0

### Long-Term Principal and Interest Payments by Year

	2013 CO		2014 Tax Notes		2015 GO		2013 CO		Total	
	Prin	Int	Prin	Int	Prin	Int	Prin	Int	Prin	Int
FY18	95,000	38,825	150,000	13,650	215,000	40,800	235,000	128,025	695,000	221,300
FY19	95,000	37,650	150,000	10,725	215,000	36,500	235,000	120,975	695,000	205,850
FY20	100,000	36,275	155,000	7,751	220,000	32,200	235,000	113,925	710,000	190,151
FY21	100,000	34,700	160,000	4,680	220,000	27,800	230,000	106,950	710,000	174,130
FY22	105,000	32,930	160,000	1,560	225,000	23,400	230,000	100,050	720,000	157,940
FY23	105,000	30,988			235,000	18,900	230,000	93,150	570,000	143,038
FY24	105,000	28,835			230,000	14,200	230,000	86,250	565,000	129,285
FY25	110,000	26,525			240,000	9,600	230,000	79,350	580,000	115,475
FY26	115,000	24,105			240,000	4,800	230,000	72,450	585,000	101,355
FY27	115,000	21,518					230,000	65,550	345,000	87,068
FY28	120,000	18,755					230,000	58,650	350,000	77,405
FY29	120,000	15,875					230,000	51,750	350,000	67,625
FY30	125,000	12,748					230,000	44,850	355,000	57,598
FY31	130,000	9,373					230,000	37,950	360,000	47,323
FY32	135,000	5,800					230,000	31,050	365,000	36,850
FY33	135,000	1,958					230,000	24,150	365,000	26,108
FY34							230,000	17,250	230,000	17,250
FY35							230,000	7,350	230,000	7,350
FY36							230,000	3,450	230,000	3,450
	<b>1,810,000</b>	<b>376,858</b>	<b>775,000</b>	<b>38,366</b>	<b>2,040,000</b>	<b>208,200</b>	<b>4,385,000</b>	<b>1,243,125</b>	<b>9,010,000</b>	<b>1,866,549</b>

**Debt Service Fund  
FY2018 Adopted Budget**

**Combination Tax and Revenue Certificates of Obligation  
Series 2013**

	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2/15/2018	95,000.00	19,687.50	114,687.50
8/15/2018	-	19,137.50	19,137.50
2/15/2019	95,000.00	19,137.50	114,137.50
8/15/2019	-	18,512.50	18,512.50
2/15/2020	100,000.00	18,512.50	118,512.50
8/15/2020	-	17,762.50	17,762.50
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	105,000.00	14,995.00	119,995.00
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	115,000.00	12,685.00	127,685.00
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	130,000.00	5,530.00	135,530.00
8/15/2031	-	3,842.50	3,842.50
2/15/2032	135,000.00	3,842.50	138,842.50
8/15/2032	-	1,957.50	1,957.50
2/15/2033	135,000.00	1,957.50	136,957.50
	<b>\$ 1,810,000.00</b>	<b>\$ 376,857.50</b>	<b>\$ 2,186,857.50</b>

**Debt Service Fund  
FY2018 Adopted Budget**

**Tax Notes  
Series 2013**

	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
12/1/2017	150,000.00	7,556.25	157,556.25
6/1/2018	-	6,093.75	6,093.75
12/1/2018	150,000.00	6,093.75	156,093.75
6/1/2019	-	4,631.25	4,631.25
12/1/2019	155,000.00	4,631.25	159,631.25
6/1/2020	-	3,120.00	3,120.00
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
	<b>\$ 775,000.00</b>	<b>\$ 38,366.25</b>	<b>\$ 813,366.25</b>

**GO Refunding Bonds  
Series 2015**

	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
2/15/2018		20,400.00	20,400.00
8/15/2018	215,000.00	20,400.00	235,400.00
2/15/2019		18,250.00	18,250.00
8/15/2019	215,000.00	18,250.00	233,250.00
2/15/2020		16,100.00	16,100.00
8/15/2020	220,000.00	16,100.00	236,100.00
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	235,000.00	9,450.00	244,450.00
2/15/2024		7,100.00	7,100.00
8/15/2024	230,000.00	7,100.00	237,100.00
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
	<b>\$ 2,040,000.00</b>	<b>\$ 208,200.00</b>	<b>\$ 2,248,200.00</b>

**Debt Service Fund  
FY2018 Adopted Budget**

**Combination Tax and Revenue Certificates of Obligation  
Series 2016**

	<b>Prin</b>	<b>Int</b>	<b>Total</b>
2/15/2018	235,000.00	65,775.00	300,775.00
8/15/2018		62,250.00	62,250.00
2/15/2019	235,000.00	62,250.00	297,250.00
8/15/2019		58,725.00	58,725.00
2/15/2020	235,000.00	58,725.00	293,725.00
8/15/2020		55,200.00	55,200.00
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	3,900.00	233,900.00
8/15/2035		3,450.00	3,450.00
2/15/2036	230,000.00	3,450.00	233,450.00
	<b>\$4,385,000.00</b>	<b>\$ 1,243,125.00</b>	<b>\$ 5,628,125.00</b>

**DEBT SERVICE FUND**

**FY2018 Adopted Budget**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Ad Valorem Taxes Revenues</b>					
30.01.4000 Current Ad Valorem Tax Rev.	484,659	655,909	655,909	654,924	918,794
30.01.4005 Personal Property Taxes	78	58	58	68	50
30.01.4010 Delinquent Ad Valorem Tax Revenue	9,955	1,500	1,500	10,119	5,000
30.01.4011 P&I on Ad Valorem Taxes	4,965	1,000	1,000	5,248	1,000
<b>Total Ad Valorem Taxes Revenues</b>	<b>499,657</b>	<b>658,467</b>	<b>658,467</b>	<b>670,359</b>	<b>924,844</b>
<b>Investment Earnings</b>					
30.06.4600 Interest Income	787	250	250	5,134	1,000
<b>Total Investment Earnings</b>	<b>787</b>	<b>250</b>	<b>250</b>	<b>5,134</b>	<b>1,000</b>
<b>Other Revenues</b>					
30.07.4811 Other Income	4,989	-	-	-	-
30.07.4830 Bond Proceeds	2,470,000	-	-	-	-
<b>Total Other Revenues</b>	<b>2,474,989</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers In</b>					
30.09.4960 Transfer In - MEDC Fund	90,526	94,311	94,311	94,311	92,654
30.07.4950 Transfer In - General Fund	19,607	-	-	-	-
30.07.4950 Transfer In - Capital Projects	123,101	-	-	-	-
<b>Total Transfers In</b>	<b>233,234</b>	<b>94,311</b>	<b>94,311</b>	<b>94,311</b>	<b>92,654</b>
<b>Total Revenues</b>	<b>3,208,667</b>	<b>753,028</b>	<b>753,028</b>	<b>769,804</b>	<b>1,018,498</b>
<b>Expenditures</b>					
<b>Commodities</b>					
30.07.5232 Misc Expense	139	-	138,082	138,082	-
<b>Total Commodities</b>	<b>139</b>	<b>-</b>	<b>138,082</b>	<b>138,082</b>	<b>-</b>
<b>Other Expenses</b>					
30.91.7001 Bond Principal	465,000	550,000	500,000	500,000	727,824
30.91.7100 Interest Expense	122,899	198,469	189,228	189,228	221,300
30.91.7102 Fiscal Agents Fee	500	1,800	2,850	1,850	-
30.91.7105 Bond Issuance Costs	55,280	-	4,435	4,435	-
30.91.8010 Payments to Escrow Agents	2,409,941	-	-	-	-
<b>Total Other Expenses</b>	<b>3,053,898</b>	<b>750,269</b>	<b>972,677</b>	<b>971,677</b>	<b>949,124</b>
<b>Total Expenditures</b>	<b>3,054,037</b>	<b>750,269</b>	<b>1,110,759</b>	<b>1,109,759</b>	<b>949,124</b>
<b>Net Revenues over (Expenditures)</b>	<b>154,630</b>	<b>2,759</b>	<b>(357,731)</b>	<b>(339,955)</b>	<b>69,374</b>
Beginning Fund Balance	71,135	73,238	225,765	225,765	(114,190)
<b>Ending Fund Balance</b>	<b>225,765</b>	<b>75,997</b>	<b>(131,966)</b>	<b>(114,190)</b>	<b>(44,816)</b>

# City of Manvel, Texas

## Section 11 - Capital Project Funds FY2018 Adopted Budget



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.

===== FY18 ANNUAL BUDGET =====

**CAPITAL PROJECTS FUND**

	FY16 Actual	FY17 Original Budget	FY17 Revised Budget	FY17 Estimate	FY18 Adopted Budget
<b>Revenues</b>					
<b>Investment Earnings</b>					
50.06.4600 Interest Income	1,643	100	100	100	500
<b>Total Investment Earnings</b>	<b>1,643</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>500</b>
<b>Other Revenues</b>					
50.07.4811 Other Income	1	-	-	-	-
50.07.4830 Bond Proceeds	-	4,500,000	4,500,000	4,513,573	3,500,000
50.07.4835 HSC Contribution	-	670,000	670,000	-	-
50.07.4836 TWDB Funding	-	-	138,053	138,053	-
<b>Total Other Revenues</b>	<b>1</b>	<b>5,170,000</b>	<b>5,308,053</b>	<b>4,651,626</b>	<b>3,500,000</b>
<b>Transfers In</b>					
50.07.4950 Transfer In - Gen Fund	80,000	120,000	493,199	493,199	625,000
50.07.4960 Transfer In - MEDC Fund	-	930,000	915,000	915,000	-
50.07.4963 Transfer In - Impact Fee Fund	-	-	-	-	310,000
<b>Total Transfers In</b>	<b>80,000</b>	<b>1,050,000</b>	<b>1,408,199</b>	<b>1,408,199</b>	<b>935,000</b>
<b>Total Revenues</b>	<b>81,644</b>	<b>6,220,100</b>	<b>6,716,351</b>	<b>6,059,924</b>	<b>4,435,500</b>
<b>Expenditures</b>					
<b>Capital Outlay</b>					
50.91.7401 Park Master Plan	17,964	-	11,600	11,600	-
50.91.7402 Regional Water Plan	12,000	-	50,000	50,000	-
50.91.7403 Regional Waste Water Plan	-	-	50,000	50,000	-
50.91.7404 City Hall Front Parking Lot	2,500	-	47,405	45,005	-
50.91.7405 Monument Sign	2,000	-	-	-	-
50.91.7408 City Hall Bldg-Expansion	-	250,000	250,000	25,000	600,000
50.91.7409 Rogers/Holley Street Construction	-	60,000	60,000	22,000	-
50.91.7410 Technology Equipment	-	105,300	105,300	105,300	-
50.91.7502 Water Plant Expansion-750 connections	4,900	410,000	410,000	360,000	-
50.91.7503 Waterline Replacement-Roger Rd-W of	6,500	270,000	270,000	207,448	-
50.91.7504 Construct WW line; Large from C1 Ditch	-	250,000	780,871	761,251	-
50.91.7505 Waterline Extension-SH6 to Eastern Cit	-	670,000	670,000	13,300	-
50.91.7506 Elevated Storage Tank	-	1,400,000	2,200,000	-	-
50.91.7507 Surface Water Rights acquisition	-	1,900,000	1,100,000	-	-
50.91.7508 Regional Wastewater Treatment Plant	-	1,200,000	1,200,000	625	3,300,000
50.91.7509 Street Maintenance Plan	-	-	-	-	25,000
50.91.7510 Tankersley Waterline Loop	-	-	-	-	310,000
<b>Total Capital Outlay</b>	<b>45,864</b>	<b>6,565,300</b>	<b>7,205,176</b>	<b>1,651,529</b>	<b>4,235,000</b>
<b>Transfers Out</b>					
50.95.8592 Transfer Out - Parks Fund	-	100,000	100,000	100,000	-
50.95.8590 Transfer Out - Debt Fund	123,101	-	-	-	-
<b>Total Transfers Out</b>	<b>123,101</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>
<b>Total Expenditures &amp; Transfers Out</b>	<b>168,965</b>	<b>6,665,300</b>	<b>7,305,176</b>	<b>1,751,529</b>	<b>4,235,000</b>
<b>Net Revenues over (Expenditures)</b>	<b>(87,321)</b>	<b>(445,200)</b>	<b>(588,825)</b>	<b>4,308,395</b>	<b>200,500</b>
Beg Fund Balance	-	455,350	492,934	492,934	4,801,329
<b>End Fund Balance</b>	<b>492,934</b>	<b>10,150</b>	<b>(95,891)</b>	<b>4,801,329</b>	<b>5,001,829</b>

# City of Manvel, Texas

## Section 12 - Capital Improvements Program (CIP) FY2016-2020



The City of Manvel Capital Improvement 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. Projects that exceed \$25,000 was established as the threshold for capital projects.

The current CIP is used as a planning tool and provides for construction or acquired 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 near 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 in the FY17 and FY18 CIP budget as a result of added needs or retooled programs.

## City of Manvel, Texas Capital Improvements Program (CIP) FY2016-2020

### Project List by Type

<b>Planning Projects</b>
--------------------------

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>x ^ Master Parks Plan</li> <li>x ^ Master Wastewater Plan</li> <li>x ^ Master Water Plan</li> <li>x Street Maintenance Plan</li> </ul> | <ul style="list-style-type: none"> <li>x Technology Plan</li> <li>x Staffing and Human Resource Plan (removed FY17)</li> <li>^ Master Drainage Project</li> </ul> |
|---|---|

<b>Facilities Projects</b>
----------------------------

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>x ^ City Hall Front Parking Lot Improvements</li> <li>x Library</li> </ul> | <ul style="list-style-type: none"> <li>x Regional Detention Pond (removed FY17)</li> <li>City Hall Building Expansion (added FY17)</li> </ul> |
|---|---|

<b>Street Projects</b>
------------------------

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>x Masters Road Rehab Phase 2</li> <li>x Large Road West</li> </ul> | <ul style="list-style-type: none"> <li>x Rogers-Holly St. Constr. (Formerly Rogers Road Ext.)</li> <li>Lewis Lane (added FY17)</li> </ul> |
|---|---|

<b>Water Projects</b>
-----------------------

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>x Cemetary Waterline Loop</li> <li>x Charlotte Waterline Loop</li> <li>x Elevated Storage Tank</li> <li>x Surface Water Rights Acquisition</li> <li>x Rogers Rd West</li> <li>x Rogers Rd East Waterline (renamed Rogers Rd Water)</li> </ul> | <ul style="list-style-type: none"> <li>x Hwy 6 Waterline Extension (removed FY17)</li> <li>x Tankersley Waterline Loop</li> <li>x FM1128 Waterline Extension (added Phase 2)</li> <li>x Water Plant Improvements</li> <li>Del Bello Waterline Extention (added FY17)</li> </ul> |
|--|---|

<b>Wastewater Projects</b>
----------------------------

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>x Del Bello Wastewater Extention</li> <li>x FM1128 Wastewater Extension (removed FY17)</li> <li>x WWTP Improvements (renamed Regional WWTP's)</li> <li>x Rogers Rd East Waterline (renamed Rogers Rd Sewer)</li> </ul> | <ul style="list-style-type: none"> <li>x Large Ave. Wastewater Line</li> <li>x SH6 East Wastewater Extention</li> <li>Corporate Drive WWTP (Added FY18)</li> </ul> |
|---|--|

<b>Parks Projects</b>
-----------------------

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>x Croix Memorial Park Renovation (formerly a Facilities Project)</li> <li>x Municipal Complex</li> <li>Neighborhood Park Prototype (1.2-2 acres) (added FY17)</li> <li>Police Station Park Renovation (added FY17)</li> </ul> | <ul style="list-style-type: none"> <li>Multi-Purpose Trail System (added FY17)</li> <li>Almost Heaven Park Improvements (added FY17)</li> <li>Sand Pit Park Improvements (added FY17)</li> <li>Neighborhood Park Prototype (4-6 acres) (added FY17)</li> </ul> |
|--|--|

x = Included in original FY2016-2020 CIP

^ = Completed

**City of Manvel, Texas  
Capital Improvements Program (CIP)  
FY2016-2020**

**Project Totals**

All Projects \$150,074,941

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
	\$ 2,427,801	\$ 48,351,564	\$ 1,125,000	\$ 5,768,750	\$ 82,401,826	\$ 10,000,000	\$ 150,074,941

Funding Sources	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Cert. of Oblig.	4,500,000	3,500,000	8,000,000	2,950,000	5,900,000	52,610,000	77,460,000
City Funding	993,991	917,274	770,000	235,000	235,000	-	3,151,266
MEDC	209,903	705,097	-	-	-	-	915,000
Utility Funding	16,394	-	-	-	-	-	16,394
Impact Fees	9,082	310,000	210,000	-	-	-	529,082
Other (Dev/MUD District) (a)	-	-	23,600,000	33,900,000	7,363,200	3,140,000	68,003,200
<b>Funding Total</b>	<b>\$ 5,729,369</b>	<b>\$ 5,432,371</b>	<b>\$ 32,580,000</b>	<b>\$ 37,085,000</b>	<b>\$ 13,498,200</b>	<b>\$ 55,750,000</b>	<b>\$ 150,074,941</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	255,677	3,173,053	3,138,850	2,477,800	465,000	150,000	9,660,381
Studies/Analysis	9,082	-	-	-	-	-	9,082
Land/ROW	-	731,250	1,950,000	-	-	-	2,681,250
Construction	273,891	2,943,970	26,900,400	32,947,200	10,378,200	48,450,000	121,893,661
Equipment	103,742	1,558	-	-	-	-	105,300
Other	369	1,319,148	2,415,750	2,185,000	2,655,000	7,150,000	15,725,267
<b>Project Total</b>	<b>\$ 642,761</b>	<b>\$ 8,168,980</b>	<b>\$ 34,405,000</b>	<b>\$ 37,610,000</b>	<b>\$ 13,498,200</b>	<b>\$ 55,750,000</b>	<b>\$ 150,074,941</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel	5,000	7,750	30,638	152,044	307,972	503,403
Oper & Maint	10,000	16,600	183,860	493,696	973,016	1,677,172
<b>Total</b>	<b>\$ 15,000</b>	<b>\$ 24,350</b>	<b>\$ 214,498</b>	<b>\$ 645,740</b>	<b>\$ 1,280,987</b>	<b>\$ 2,180,575</b>

(a) Developer and MUD reimbursements are dependent upon anticipated growth and development in the affected areas.

**City of Manvel, Texas  
CIP Project Summary List  
FY2016-2020**

**CIP Project Expenditures**

Project Name	CIP Spending Schedule (Expenditures)						Total
	Prior	FY18	FY19	FY20	FY21	FY22 >	
Parks Master Plan	41,564						41,564
Regional Water Plan	49,975	25					50,000
Regional Wastewater Plan	49,892	25,583					75,475
City Hall Front Parking Lot	55,005	17,495					72,500
Rogers Road Water	103,072	35,679					138,750
Rogers Road Sewer	103,072	35,679					138,750
Water Plant Improvements	111,636	298,364					410,000
Technology	103,742	1,558					105,300
Rogers-Holly Street Construction	15,000	45,000					60,000
Large Ave. WW Line	9,804	874,598					884,401
City Hall Building Expansion		850,000					850,000
Tankersley Waterline Loop		310,000					310,000
Street Maintenance Plan		25,000					25,000
Elevated Storage Tank		1,050,000	1,150,000				2,200,000
Corporate Drive WWTP			675,000	525,000			1,200,000
West WWTP		3,500,000	11,900,000	11,500,000	1,146,600		28,046,600
East WWTP			11,200,000	13,800,000	5,400,000	3,140,000	33,540,000
Central WWTP			6,500,000	8,600,000	816,600		15,916,600
Surface Water Rights Acquisition		1,100,000	2,000,000	2,000,000	2,000,000	2,900,000	10,000,000
Cemetery Waterline Loop			200,000				200,000
Charlotte Waterline Loop			210,000				210,000
Masters Road Rehab Phase 2			570,000				570,000
Large Road West				235,000			235,000
FM1128 Waterline Extension Phase 2				950,000			950,000
Del Bello Waterline Extention					1,300,000		1,300,000
Del Bello Wastewater Extention					2,600,000		2,600,000
Rogers Road West						235,000	235,000
Library						1,400,000	1,400,000
<b>Total</b>	<b>\$ 642,761</b>	<b>\$ 8,168,979</b>	<b>\$ 34,405,000</b>	<b>\$ 37,610,000</b>	<b>\$ 13,263,200</b>	<b>\$ 7,675,000</b>	<b>\$ 101,764,941</b>

**Parks Projects**

Croix Memorial Park Renovation						1,780,000	1,780,000
Police Station Park Renovation						4,360,000	4,360,000
Multi-Purpose Trail System						21,720,000	21,720,000
Almost Heaven Park Improvements						430,000	430,000
Sand Pit Park Improvements						1,650,000	1,650,000
Neighborhood Park Prototype 1.5-2						550,000	550,000
Neighborhood Park Prototype 4-6 acres						1,820,000	1,820,000
Municipal Complex						16,000,000	16,000,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 48,310,000</b>	<b>\$ 48,310,000</b>				

<b>Grand Total</b>	<b>\$ 642,761</b>	<b>\$ 8,168,979</b>	<b>\$ 34,405,000</b>	<b>\$ 37,610,000</b>	<b>\$ 13,263,200</b>	<b>\$ 55,985,000</b>	<b>\$ 150,074,941</b>
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===== FY18 ANNUAL BUDGET =====

**City of Manvel  
Capital Improvements Program  
FY2016-2020**

**CIP Funding Sources (Revenues)**

Project Name	Funding Sources (Revenues)				Total
	Cert of Oblig	MEDC	City	Other (*)	
Parks Master Plan			41,564		41,564
Regional Water Plan			50,000		50,000
Regional Wastewater Plan			59,082	16,394	75,475
City Hall Front Parking Lot			72,500		72,500
Rogers Road Water		127,500	11,250		138,750
Rogers Road Sewer		127,500	11,250		138,750
Water Plant Improvements		410,000			410,000
Technology			105,300		105,300
Rogers-Holly Street Construction			60,000		60,000
Large Ave. WW Line		250,000	634,401		884,401
City Hall Building Expansion			850,000		850,000
Tankersley Waterline Loop			310,000		310,000
Street Maintenance Plan			25,000		25,000
Elevated Storage Tank	2,200,000				2,200,000
Corporate Drive WWTP	1,200,000				1,200,000
West WWTP	4,085,000			23,961,600	28,046,600
East WWTP	4,085,000			29,455,000	33,540,000
Central WWTP	1,330,000			14,586,600	15,916,600
Surface Water Rights Acquisition	10,000,000				10,000,000
Cemetery Waterline Loop			200,000		200,000
Charlotte Waterline Loop			210,000		210,000
Masters Road Rehab Phase 2			570,000		570,000
Large Road West			235,000		235,000
FM1128 Waterline Extension Phase 2	950,000				950,000
Del Bello Waterline Extension	1,300,000				1,300,000
Del Bello Wastewater Extension	2,600,000				2,600,000
Rogers Road West			235,000		235,000
Library	1,400,000				1,400,000
<b>Total</b>	<b>\$ 29,150,000</b>	<b>\$ 915,000</b>	<b>\$ 3,680,347</b>	<b>\$ 68,019,594</b>	<b>\$ 101,764,941</b>

**Parks Projects**

Croix Memorial Park Renovation	1,780,000				1,780,000
Police Station Park Renovation	4,360,000				4,360,000
Multi-Purpose Trail System	21,720,000				21,720,000
Almost Heaven Park Improvements	430,000				430,000
Sand Pit Park Improvements	1,650,000				1,650,000
Neighborhood Park Prototype 1.5-2	550,000				550,000
Neighborhood Park Prototype 4-6 acres	1,820,000				1,820,000
Municipal Complex	16,000,000				16,000,000
<b>Total</b>	<b>\$ 48,310,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,310,000</b>

<b>Grand Total</b>	<b>\$ 77,460,000</b>	<b>\$ 915,000</b>	<b>\$ 3,680,347</b>	<b>\$ 68,019,594</b>	<b>\$ 150,074,941</b>
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(a) Developer and MUD reimbursements are dependent upon anticipated growth and development.

**City of Manvel  
Capital Improvements Program  
FY2016-2020**

**Planning Projects**

**Total - \$297,339**  
Parks Master Plan  
Regional Water Plan  
Regional Wastewater Plan  
Street Maintenance Plan  
Technology Equipment

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
	\$ 105,300	\$ 41,564	\$ 25,000	\$ 50,000	\$ 75,475		\$ 297,339

Funding Sources	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds	-	-	-	-	-	-	-
Cert. of Oblig.	-	-	-	-	-	-	-
City Funding	246,275	25,589	-	-	-	-	271,864
Utility Funding	16,394	-	-	-	-	-	16,394
Impact Fees	9,082	-	-	-	-	-	9,082
Other	-	-	-	-	-	-	-
<b>Funding Total</b>	<b>\$ 271,750</b>	<b>\$ 25,589</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 297,339</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	132,349	50,608	-	-	-	-	182,957
Studies/Analysis	9,082	-	-	-	-	-	9,082
Land/ROW	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	103,742	1,558	-	-	-	-	105,300
Other	-	-	-	-	-	-	-
<b>Project Total</b>	<b>\$ 245,173</b>	<b>\$ 52,166</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 297,339</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel	-	-	-	-	-	-
Oper & Maint	1,000	1,000	1,000	1,000	1,000	5,000
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ 5,000</b>				

## City of Manvel Capital Improvements Program FY2016-2020



### PARKS MASTER PLAN

<b>Project Name:</b>	<b>Parks Master Plan</b>	<b>Status:</b>	<b>Completed</b>
<b>Project Desc:</b>	The Parks Master Plan development conducted an inventory of existing parks and facilities and evaluated the available growth, demographic data, trends and projections utilizing staff, Parks and Recreation Board guidance, public meetings, online surveys, social media, and City Council input. The resulting plan outlined the findings and recommendations for existing parks and facilities and provides concepts for new facilities.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
		\$ 41,000						

Funding Sources	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
City Funding	41,000						41,000
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 41,000</b>	<b>\$ -</b>	<b>\$ 41,000</b>				

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services	41,564						41,564
Studies/Analysis							-
Land/ROW							-
Construction							-
Other							-
<b>Project Total</b>	<b>\$ 41,564</b>	<b>\$ -</b>	<b>\$ 41,564</b>				

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint						-
<b>Total</b>	<b>\$ -</b>					

## City of Manvel Capital Improvements Program FY2016-2020



### REGIONAL WATER PLAN

<b>Project Name:</b>	<b>Regional Water Plan</b>	<b>Status:</b>	<b>Completed</b>
<b>Project Desc:</b>	The purpose of this MWP study 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.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 50,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
City Funding	49,975	25					50,000
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 49,975</b>	<b>\$ 25</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services	49,975	25					50,000
Studies/Analysis							-
Land/ROW							-
Construction							-
Other							-
<b>Project Total</b>	<b>\$ 49,975</b>	<b>\$ 25</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint						-
<b>Total</b>	<b>\$ -</b>					

## City of Manvel Capital Improvements Program FY2016-2020



**REGIONAL WASTEWATER PLAN**

<b>Project Name:</b>	<b>Regional Wastewater Plan</b>	<b>Status:</b>	<b>Completed</b>
<b>Project Desc:</b>	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.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
							\$ 75,475	

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
City Funding	50,000						50,000
Utility Funding	16,394						16,394
Impact Fees	9,082						9,082
Other							-
<b>Funding Total</b>	<b>\$ 75,475</b>	<b>\$ -</b>	<b>\$ 75,475</b>				

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services	40,810	25,583					66,394
Studies/Analysis	9,082						9,082
Land/ROW							-
Construction							-
Other							-
<b>Project Total</b>	<b>49,892</b>	<b>25,583</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75,475</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint						-
<b>Total</b>	<b>\$ -</b>					

## City of Manvel Capital Improvements Program FY2016-2020



### TECHNOLOGY EQUIPMENT

<b>Project Name:</b>	<b>Technology Equipment</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	Perform various network upgrades to City facilities and equipment.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
	\$ 105,300							

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding	105,300						105,300
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 105,300</b>	<b>\$ -</b>	<b>\$ 105,300</b>				

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction							-
Equipment	103,742	1,558					105,300
Other							-
<b>Project Total</b>	<b>\$ 103,742</b>	<b>\$ 1,558</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 105,300</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint	1,000	1,000	1,000	1,000	1,000	5,000
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ 5,000</b>				

## City of Manvel Capital Improvements Program FY2016-2020



### STREET MAINTENANCE PLAN

<b>Project Name:</b>	Street Maintenance Plan	<b>Status:</b>	In Process
<b>Project Desc:</b>	The purpose of this Street Maintenance Plan would be to develop a comprehensive inventory of all streets maintained by the City of Manvel in order to determine the appropriate maintenance schedule for each segment. This inventory would include traffic counts, thickness of base material, presence of lime, recurrence of potholes, number of repairs, drainage issues, and ride condition.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
				\$ 25,000				

Funding Source	Prior Yr(s)	FY17	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds								-
Cert. of Oblig.								-
MEDC								-
City Funding			25,000					25,000
Impact Fees								-
Other								-
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

Spending Phases	Prior Yr(s)	FY17	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services			25,000					25,000
Studies/Analysis								-
Land/ROW								-
Construction								-
Other								-
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint						-
<b>Total</b>	<b>\$ -</b>					

**City of Manvel  
Capital Improvements Program  
FY2016-2020**

**Water Projects**

**Total \$5,580,000**

- Cemetary Waterline Loop
- Charlotte Waterline Loop
- Elevated Storage Tank
- Water Plant Improvements
- Tankersly Waterline Loop
- FM1128 Waterline Extension Phase 2
- Del Bello Waterline Extension

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
				\$ 5,580,000			\$ 5,580,000

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds	-	-	-	-	-	-	-
Cert. of Oblig.	2,200,000	-	-	950,000	1,300,000	-	4,450,000
MEDC	24,000	386,000	-	-	-	-	410,000
City Funding	-	-	200,000	-	-	-	200,000
Impact Fees	-	310,000	210,000	-	-	-	520,000
Other	-	-	-	-	-	-	-
<b>Funding Total</b>	<b>\$ 2,224,000</b>	<b>\$ 696,000</b>	<b>\$ 410,000</b>	<b>\$ 950,000</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ 5,580,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	17,417	223,783	47,000	100,000	150,000	-	538,199
Studies/Analysis	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Construction	93,891	1,347,109	1,197,250	700,000	950,000	-	4,288,250
Other	329	87,472	315,750	150,000	200,000	-	753,551
<b>Project Total</b>	<b>\$ 111,636</b>	<b>\$ 1,658,364</b>	<b>\$ 1,560,000</b>	<b>\$ 950,000</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ 5,580,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel	2,500	5,125	5,381	5,650	5,933	24,589
Oper & Maint	3,500	6,300	8,230	9,203	9,723	36,956
<b>Total</b>	<b>\$ 6,000</b>	<b>\$ 11,425</b>	<b>\$ 13,611</b>	<b>\$ 14,853</b>	<b>\$ 15,656</b>	<b>\$ 61,546</b>

## City of Manvel Capital Improvements Program FY2016-2020



**CEMETARY WATERLINE LOOP**

<b>Project Name:</b>	<b>Cemetary Waterline Loop</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	The Cemetery Waterline Loop connects the existing 12-inch water line on Cemetery to the existing 8-inch water line on Lewis Lane. As such, this project consists of approximately 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 and flow, and fire protection.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 200,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding			200,000				200,000
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services			22,000				22,000
Studies/Analysis							-
Land/ROW							-
Construction			144,250				144,250
Other			33,750				33,750
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint		500	1,000	1,000	1,000	3,500
<b>Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 3,500</b>

## City of Manvel Capital Improvements Program FY2016-2020



### CHARLOTTE WATERLINE LOOP

<b>Project Name:</b>	<b>Charlotte Waterline Loop</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	Implementing assistance from MEDC in 2011, the City extended a 12" water line on FM1128 to the intersection of Charlotte. In 2015, the Lakeland subdivision extended a 12" water line down McCoy to the intersection at Charlotte. The Charlotte Waterline Loop Project would connect those two lines with approximately 2,500 linear feet of 8" water line.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 210,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding							-
Impact Fees			210,000				210,000
Other							-
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services			25,000				25,000
Studies/Analysis							-
Land/ROW							-
Construction			153,000				153,000
Other			32,000				32,000
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint		500	1,000	1,000	1,000	3,500
<b>Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 3,500</b>

## City of Manvel Capital Improvements Program FY2016-2020



**ELEVATED STORAGE TANK**

<b>Project Name:</b>	<b>Elevated Storage Tank</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	TCEQ regulations require elevated storage capacity of 100 gallons per connection for systems with more than 2,500 connections. Currently, the City of Manvel School Road Water Plant serves approximately 500 connections. With the anticipated growth in Manvel, the trigger of 2,500 connections could be reached as soon as the year 2020.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 2,200,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.	2,200,000						2,200,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 2,200,000</b>	<b>\$ -</b>	<b>\$ 2,200,000</b>				

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services		150,000					150,000
Studies/Analysis							-
Land/ROW							-
Construction		900,000	900,000				1,800,000
Other			250,000				250,000
<b>Project Total</b>	<b>\$ -</b>	<b>\$ 1,050,000</b>	<b>\$ 1,150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,200,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel		2,500	2,625	2,756	2,894	10,775
Oper & Maint		1,000	1,100	1,210	1,331	4,641
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,500</b>	<b>\$ 3,725</b>	<b>\$ 3,966</b>	<b>\$ 4,225</b>	<b>\$ 15,416</b>

## City of Manvel Capital Improvements Program FY2016-2020



### WATER PLANT IMPROVEMENTS

<b>Project Name:</b>	<b>Water Plant Improvements</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	TCEQ regulations identify minimum sizes and capacities for water well pumps, booster pumps, hydro pneumatic tanks, and ground storage tanks. Currently, the City of Manvel School Road Water Plant serves approximately 500 connections and has a capacity to serve 750 connections. With the anticipated growth in Manvel, improvements are needed at the Water Plant in order to expand the available capacity of available City water.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 410,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC	24,000.00	386,000.00					410,000.00
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>24,000.00</b>	<b>386,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>410,000.00</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services	17,416.50	39,782.50					57,199.00
Studies/Analysis							-
Land/ROW							-
Construction	93,891.00	221,109.00					315,000.00
Other	328.56	37,472.44					37,801.00
<b>Project Total</b>	<b>\$ 111,636.06</b>	<b>\$ 298,363.94</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 410,000.00</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel	2,500	2,625	2,756	2,894	3,039	13,814
Oper & Maint	3,000	3,300	3,630	3,993	4,392	18,315
<b>Total</b>	<b>\$ 5,500</b>	<b>\$ 5,925</b>	<b>\$ 6,386</b>	<b>\$ 6,887</b>	<b>\$ 7,431</b>	<b>\$ 32,129</b>

## City of Manvel Capital Improvements Program FY2016-2020



**TANKERSLEY WATERLINE LOOP**

<b>Project Name:</b>	<b>Tankersley Waterline Loop</b>	<b>Status:</b>	<b>In Progress</b>
<b>Project Desc:</b>	The Tankersley Waterline Loop Project would then extend a 12" waterline along FM1128 from Charlotte to Tankersley, down Tankersley to McCoy. This project consists of approximately 3,000 linear feet of 12" water line and will provide a significant waterline loop to the City's mains in this area, greatly improving water quality, flow, fire protection, and possibly economic development.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 310,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding							-
Impact Fees		310,000					310,000
Other							-
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ 310,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 310,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services		34,000					34,000
Studies/Analysis							-
Land/ROW							-
Construction		226,000					226,000
Other		50,000					50,000
<b>Project Total</b>	<b>\$ -</b>	<b>\$ 310,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 310,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint	500	1,000	1,000	1,000	1,000	4,500
<b>Total</b>	<b>\$ 500</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 4,500</b>

**City of Manvel  
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**FM 1128 WATERLINE EXTENSION PHASE 2**

<b>Project Name:</b>	<b>FM 1128 Waterline Extension Phase 2</b>	<b>Status:</b>	<b>Pending</b>
<b>Project Desc:</b>	This FM1128 Waterline Extension Phase 2 project consists of approximately 9,000 linear feet of 12" water line along FM1128 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, and possibly improving economic development.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 950,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.				950,000			950,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>	\$ -	\$ -	\$ -	\$ 950,000	\$ -	\$ -	\$ 950,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services				100,000			100,000
Studies/Analysis							-
Land/ROW							-
Construction				700,000			700,000
Other				150,000			150,000
<b>Project Total</b>	\$ -	\$ -	\$ -	\$ 950,000	\$ -	\$ -	\$ 950,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint			500	1,000	1,000	2,500
<b>Total</b>	\$ -	\$ -	\$ 500	\$ 1,000	\$ 1,000	\$ 2,500

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**DEL BELLO WATERLINE EXTENSION**

<b>Project Name:</b>	<b>Del Bello Waterline Extension</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	The Del Bello Waterline Extension will connect the City's future Surface Water Plant on Croix Road to the 12" water line on FM 1128. This project consists of approximately 12,000 linear feet of 12" water line. Several other projects (Tankersley Waterline Loop, FM 1128 Waterline Extension Phase 2, and the completion of the Master Water Plan) need to be completed prior to this project. However, once completed, this will provide an interconnect between the City's northern and central areas.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
						\$ 1,300,000		

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.					1,300,000		1,300,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services					150,000		150,000
Studies/Analysis							-
Land/ROW							-
Construction					950,000		950,000
Other					200,000		200,000
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint				500	1,000	1,500
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 1,000</b>	<b>\$ 1,500</b>

**City of Manvel  
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**ROGERS ROAD WATERLINE (SEWER ATTACHED)**

<b>Project Name:</b>	Rogers Road Water (and Sewer)	<b>Status:</b>	In Process
<b>Project Desc:</b>	This project includes approximately 1,500 linear feet of 8-inch sanitary sewer and approximately 1,500 linear feet of 8-inch water line, fire hydrants, and shut off valves improving water quality, water pressure and flow, fire protection, and economic development. The total project cost is \$277,000 with water and sewer costs split evenly.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
				\$ 69,375			\$ 69,375

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC	83,452	44,049					127,500
City Funding	11,250						11,250
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 94,702</b>	<b>\$ 44,049</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,750</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	13,072						13,072
Studies/Analysis							-
Land/ROW							-
Construction - Cap	90,000						90,000
Other		35,679					35,679
<b>Project Total</b>	<b>\$ 103,072</b>	<b>\$ 35,679</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,750</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel						-
Oper & Maint		500	500	500	500	2,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,000</b>

## City of Manvel Capital Improvements Program FY2016-2020

### Surface Water Projects

**Total \$10,000,000**



<b>Project Name:</b>	<b>Surface Water Rights Acquisition</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	As water demands increase in Manvel, the need to diversify supply sources will also increase. Presently, 100% of the City's and ETJ's drinking water and fire protection water come from groundwater. In addition to individual landowner wells, there are also 5 small plants across the City (School Road, Pomona, Rodeo Palms, Sedona Lakes, and Southfork) that have a total capacity of about 3 MGD.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
						\$ 10,000,000	\$ 10,000,000

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.	1,100,000		2,000,000	2,000,000	2,000,000	2,900,000	10,000,000
City Funding							-
MEDC							-
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,900,000</b>	<b>\$ 10,000,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction							-
Other		1,100,000	2,000,000	2,000,000	2,000,000	2,900,000	10,000,000
<b>Project Total</b>	<b>\$ -</b>	<b>\$ 1,100,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,900,000</b>	<b>\$ 10,000,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel						-
Oper & Maint						-
<b>Total</b>	<b>\$ -</b>					

**City of Manvel  
Capital Improvements Program  
FY2016-2020**

**Facilities Projects**

**Total \$2,322,500**

City Hall Parking Lot  
City Hall Renovation  
Manvel Library

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
	\$2,322,500						\$2,322,500

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds	-	-	-	-	-	-	-
Cert. of Oblig.	-	-	-	-	-	1,400,000	1,400,000
City Funding	55,005	867,495	-	-	-	-	922,500
MEDC	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Funding Total</b>	<b>\$ 55,005</b>	<b>\$ 867,495</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$1,400,000</b>	<b>\$2,322,500</b>

Spending Phases	FY17	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	55,005	117,495	-	-	-	150,000	322,500
Studies/Analysis	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Construction	-	750,000	-	-	-	1,000,000	1,750,000
Other	-	-	-	-	-	250,000	250,000
<b>Project Total</b>	<b>\$ 55,005</b>	<b>\$ 867,495</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$1,400,000</b>	<b>\$2,322,500</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel	-	-	-	-	-	-
Oper & Maint	2,500	5,000	5,000	5,000	12,000	29,500
<b>Total</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 12,000</b>	<b>\$ 29,500</b>

## City of Manvel Capital Improvements Program FY2016-2020



**CITY HALL PARKING LOT**

<b>Project Name:</b>	<b>City Hall Parking Lot</b>	<b>Status:</b>	<b>Completed</b>
<b>Project Desc:</b>	Extend front parking lot from City Hall to adjacent business to increase parking space and improve traffic flow.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
	72,500							

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
City Funding	55,005	17,495					72,500
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>55,005</b>	<b>17,495</b>	-	-	-	-	<b>72,500</b>

Spending Phases	FY17	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services	55,005	17,495					72,500
Studies/Analysis							-
Land/ROW							-
Construction							-
Other							-
<b>Project Total</b>	<b>55,005</b>	<b>17,495</b>	-	-	-	-	<b>72,500</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint						-
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## City of Manvel Capital Improvements Program FY2016-2020



### CITY HALL BUILDING EXPANSION

<b>Project Name:</b>	<b>City Hall Building Expansion</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	The existing City Hall facility is undersized for the current and projected future staff requirements of a City on the Rise. This expansion would relocate the Administrative offices, as well as create much-needed conference rooms and a new chamber for City Council, PD&Z, MEDC, and Court meetings.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
	\$ 850,000							

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding		850,000					850,000
Impact Fees							-
Other							-
<b>Funding Total</b>	\$ -	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ 850,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services		100,000					100,000
Studies/Analysis							-
Land/ROW							-
Construction		750,000					750,000
Other							-
<b>Project Total</b>	\$ -	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ 850,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint	2,500	5,000	5,000	5,000	5,000	22,500
<b>Total</b>	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 22,500

## City of Manvel Capital Improvements Program FY2016-2020



### LIBRARY

<b>Project Name:</b>	Library	<b>Status:</b>	Future
<b>Project Desc:</b>	The City has long struggled with a permanent location for a City-owned Library. This project consists of designing and building a permanent Library facility on existing City-owned property. At this point in time, it appears that Bonds would likely need to be secured for this project due to the overall cost.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
	\$ 1,400,000							

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						1,400,000	1,400,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000	\$ 1,400,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services						150,000	150,000
Studies/Analysis							-
Land/ROW							-
Construction						1,000,000	1,000,000
Other						250,000	250,000
<b>Project Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000	\$ 1,400,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					7,000	7,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000

**City of Manvel  
Capital Improvements Program  
FY2016-2020**

**Street Projects**

**Total \$1,100,000**

Rogers/Holly Street Construction  
Rogers Road West  
Large Road West  
Masters Road Rehab Phase 2

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
			\$ 1,100,000				1,100,000

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds	-	-	-	-	-	-	-
Cert. of Oblig.	-	-	-	-	-	-	-
MEDC	-	-	-	-	-	-	-
City Funding	38,960	21,040	570,000	235,000	235,000	-	1,100,000
Impact Fees	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Funding Total</b>	<b>\$ 38,960</b>	<b>\$ 21,040</b>	<b>\$ 570,000</b>	<b>\$ 235,000</b>	<b>\$ 235,000</b>	<b>\$ -</b>	<b>\$ 1,100,000</b>

Spending Phases	FY17	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	15,000	4,000	60,000	30,000	30,000	-	139,000
Studies/Analysis	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Construction	-	41,000	410,000	170,000	170,000	-	791,000
Other	-	-	100,000	35,000	35,000	-	170,000
<b>Project Total</b>	<b>\$ 15,000</b>	<b>\$ 45,000</b>	<b>\$ 570,000</b>	<b>\$ 235,000</b>	<b>\$ 235,000</b>	<b>\$ -</b>	<b>\$ 1,100,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel	-	-	-	-	-	-
Oper & Maint	-	500	3,000	4,000	4,000	11,500
<b>Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 3,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 11,500</b>

## City of Manvel Capital Improvements Program FY2016-2020



**ROGERS/HOLLY STREET CONSTRUCTION**

<b>Project Name:</b>	<b>Rogers/Holly Street Construction</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	This road project includes the installation of approximately 400 linear feet along Rogers from Palmetto to 50 feet beyond Holly and approximately 300 linear feet along Holly from State Highway 6 to Rogers.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
				\$ 60,000				

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding	38,960	21,040					60,000
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 38,960</b>	<b>\$ 21,040</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

Spending Phases	FY17	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services	15,000	4,000					19,000
Studies/Analysis							-
Land/ROW							-
Construction		41,000					41,000
Other							-
<b>Project Total</b>	<b>\$ 15,000</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint			1,000	1,000	1,000	3,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 3,000</b>

## City of Manvel Capital Improvements Program FY2016-2020



**ROGERS ROAD WATER (SEWER ATTACHED)**

<b>Project Name:</b>	<b>Rogers Road Water (and Sewer)</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	This project includes approximately 1,500 linear feet of 8-inch sanitary sewer and approximately 1,500 linear feet of 8-inch water line, fire hydrants, and shut off valves improving water quality, water pressure and flow, fire protection, and economic development. The total project cost is \$277,000 with water and sewer costs split evenly.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
				\$ 69,375			\$ 69,375

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC	83,452	44,049					127,500
City Funding	11,250						11,250
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 94,702</b>	<b>\$ 44,049</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,750</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	13,072						13,072
Studies/Analysis							-
Land/ROW							-
Construction - Cap	90,000						90,000
Other		35,679					35,679
<b>Project Total</b>	<b>\$ 103,072</b>	<b>\$ 35,679</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,750</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel						-
Oper & Maint		500	500	500	500	2,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,000</b>

## City of Manvel Capital Improvements Program FY2016-2020



**LARGE ROAD WEST**

<b>Project Name:</b>	Large Road West	<b>Status:</b>	Future
<b>Project Desc:</b>	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 backage road to SH6.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
				\$ 235,000				

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding				235,000			235,000
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 235,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 235,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services				30,000			30,000
Studies/Analysis							-
Land/ROW							-
Construction				170,000			170,000
Other				35,000			35,000
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 235,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 235,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint			500	1,000	1,000	2,500
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 2,500</b>

## City of Manvel Capital Improvements Program FY2016-2020



### MASTERS ROAD REHAB PHASE 2

<b>Project Name:</b>	<b>Masters Road Rehab Phase 2</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	Masters Road south of SH6 is maintained by the City of Manvel and was overlaid in 2015. This Phase 2 project consists of reclaiming the asphalt roadway from SH6 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.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
				\$ 570,000				

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC							-
City Funding			570,000				570,000
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ 570,000	\$ -	\$ -	\$ 570,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services			60,000				60,000
Studies/Analysis							-
Land/ROW							-
Construction			410,000				410,000
Other			100,000				100,000
<b>Project Total</b>		\$ -	\$ -	\$ 570,000	\$ -	\$ -	\$ 570,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint		500	1,000	1,000	1,000	3,500
<b>Total</b>		\$ -	\$ 500	\$ 1,000	\$ 1,000	\$ 3,500

**City of Manvel  
Capital Improvements Program  
FY2016-2020**

**Wastewater Projects**

**Total \$82,326,351**

Corporate Drive WWTP  
West Regional WWTP  
East Regional WWTP  
Central Area WWTP Diversion  
Large Avenue Wastewater Line  
Rogers Road West Sewer (Water attached)  
Del Bello Wastewater Extension

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
					\$ 82,326,351		82,326,351

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds	-	-	-	-	-	-	-
Cert. of Oblig.	1,200,000	3,500,000	6,000,000	-	2,600,000	-	13,300,000
MEDC	102,452	275,049	-	-	-	-	377,500
City Funding	642,501	3,150	-	-	-	-	645,651
Impact Fees	-	-	-	-	-	-	-
Other (Dev/MUD District) (a)	-	-	23,600,000	33,900,000	7,363,200	3,140,000	68,003,200
<b>Funding Total</b>	<b>\$ 1,944,953</b>	<b>\$ 3,778,199</b>	<b>\$29,600,000</b>	<b>\$33,900,000</b>	<b>\$ 9,963,200</b>	<b>\$ 3,140,000</b>	<b>\$82,326,351</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	22,835	2,777,168	3,031,850	2,347,800	285,000	-	8,464,653
Studies/Analysis	-	-	-	-	-	-	-
Land/ROW	-	731,250	1,950,000	-	-	-	2,681,250
Construction	90,000	805,861	25,293,150	32,077,200	9,258,200	3,140,000	70,664,411
Other	40	95,998	-	-	420,000	-	516,038
<b>Project Total</b>	<b>\$ 112,875</b>	<b>\$ 4,410,276</b>	<b>\$30,275,000</b>	<b>\$34,425,000</b>	<b>\$ 9,963,200</b>	<b>\$ 3,140,000</b>	<b>\$82,326,351</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel	2,500	2,625	25,256	146,394	302,039	478,814
Oper & Maint	3,000	3,800	166,630	474,493	832,392	1,480,315
<b>Total</b>	<b>\$ 5,500</b>	<b>\$ 6,425</b>	<b>\$ 191,886</b>	<b>\$ 620,887</b>	<b>\$ 1,134,431</b>	<b>\$ 1,959,129</b>

(a) Developer and MUD reimbursements are dependent upon anticipated growth and development in the affected areas.

## City of Manvel Capital Improvements Program FY2016-2020



**CORPORATE DRIVE WWTP**

<b>Project Name:</b>	<b>Corporate Drive Wastewater Treatment Plant</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	Expansion of the current WWTP by .125 MGD to increase the plant size from .5 MGD to .625 MGD.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
					\$ 1,200,000		\$ 1,200,000

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.	1,200,000						1,200,000
MEDC							-
City Funding							-
Impact Fees							-
Other (Dev/MUD District)							-
<b>Funding Total</b>	<b>\$ 1,200,000</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>				

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services			150,000				150,000
Studies/Analysis							-
Land/ROW							-
Construction			525,000	525,000			1,050,000
Other							-
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 675,000</b>	<b>\$ 525,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel			7,500	8,500	9,000	25,000
Oper & Maint			12,500	15,000	17,500	45,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 23,500</b>	<b>\$ 26,500</b>	<b>\$ 70,000</b>

## City of Manvel Capital Improvements Program FY2016-2020



### WEST REGIONAL WWTP

<b>Project Name:</b>	<b>West Regional Wastewater Treatment Plant</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	The City's existing wastewater system consists of a single wastewater service area that collects wastewater. Due to the difficulty and cost associated with transferring wastewater flows across SH 288, the City plans to construct an East, Central and West Regional WWTP's. This project (West WWTP) will decommission MUD plants and all the wastewater flows from the Southfork, Pomona and Rodeo Palms development be conveyed to a new 2.0 MGD West Regional West Service Area WWTP.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
					\$ 28,046,600		\$ 28,046,600

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.		3,500,000	585,000				4,085,000
MEDC							-
City Funding							-
Impact Fees							-
Other (Dev/MUD District) (a)			11,315,000	11,500,000	1,146,600	-	23,961,600
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>	<b>\$ 11,900,000</b>	<b>\$ 11,500,000</b>	<b>\$ 1,146,600</b>	<b>\$ -</b>	<b>\$ 28,046,600</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services		2,768,750	35,950				2,804,700
Studies/Analysis							-
Land/ROW		731,250					731,250
Construction			11,864,050	11,500,000	1,146,600		24,510,650
Other							-
<b>Project Total</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>	<b>\$ 11,900,000</b>	<b>\$ 11,500,000</b>	<b>\$ 1,146,600</b>	<b>\$ -</b>	<b>\$ 28,046,600</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel			5,000	45,000	120,000	170,000
Oper & Maint			50,000	175,000	350,000	575,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ 220,000</b>	<b>\$ 470,000</b>	<b>\$ 745,000</b>

(a) Developer and MUD reimbursements are dependent upon anticipated growth and development in the affected areas.

## City of Manvel Capital Improvements Program FY2016-2020



**EAST REGIONAL WWTP**

<b>Project Name:</b>	<b>East Regional Wastewater Treatment Plant</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	The City does not currently have wastewater infrastructure in the eastern portions of the Manvel City Limits and ETJ, but anticipates extending wastewater service to customers in these areas in the future. Existing residential and commercial properties in these areas are primarily rural, with large portions of vacant and undeveloped. The City plans to construct a new 2.5 MGD East Service Area Regional WWTP to serve the areas Mustang Bayou and Hwy 6 with Sedona Lakes also being conveyed.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
					\$ 33,540,000		\$ 33,540,000

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.			4,085,000				4,085,000
MEDC							-
City Funding							-
Impact Fees							-
Other (Dev/MUD District) (a)			7,115,000	13,800,000	5,400,000	3,140,000	29,455,000
<b>Funding Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,200,000</b>	<b>\$ 13,800,000</b>	<b>\$ 5,400,000</b>	<b>\$ 3,140,000</b>	<b>\$ 33,540,000</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services			1,006,200	2,347,800			3,354,000
Studies/Analysis							-
Land/ROW			1,950,000				1,950,000
Construction			8,243,800	11,452,200	5,400,000	3,140,000	28,236,000
Other							-
<b>Project Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,200,000</b>	<b>\$ 13,800,000</b>	<b>\$ 5,400,000</b>	<b>\$ 3,140,000</b>	<b>\$ 33,540,000</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel			5,000	45,000	120,000	170,000
Oper & Maint			50,000	175,000	350,000	575,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ 220,000</b>	<b>\$ 470,000</b>	<b>\$ 745,000</b>

(a) Developer and MUD reimbursements are dependent upon anticipated growth and development in the affected areas.

## City of Manvel Capital Improvements Program FY2016-2020



**CENTRAL AREA WWTP DIVERSION**

<b>Project Name:</b>	<b>Central Area Regional Wastewater Treatment Plant Diversion</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	The capital improvements plan identifies diversion infrastructure to pump wastewater flows from the Central Service Area to a regional WWTP in the East Wastewater Service Area for treatment. Included are a 36-inch trunk line along Highway 6, the construction of a wet well and a 12-inch force main to convey peak flows to the East Service Area WWTP, a 12/15-inch gravity main along FM1128, and the the consolidation of lift stations.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
					\$ 15,916,600		\$ 15,916,600

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.			1,330,000				1,330,000
MEDC							-
City Funding							-
Impact Fees							-
Other (Dev/MUD District) (a)		-	5,170,000	8,600,000	816,600	-	14,586,600
<b>Funding Total</b>	\$ -	\$ -	\$ 6,500,000	\$ 8,600,000	\$ 816,600	\$ -	\$ 15,916,600

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services			1,839,700				1,839,700
Studies/Analysis							-
Land/ROW							-
Construction			4,660,300	8,600,000	816,600		14,076,900
Other							-
<b>Project Total</b>	\$ -	\$ -	\$ 6,500,000	\$ 8,600,000	\$ 816,600	\$ -	\$ 15,916,600

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel			5,000	45,000	50,000	100,000
Oper & Maint			50,000	85,000	90,000	225,000
<b>Total</b>	\$ -	\$ -	\$ 55,000	\$ 130,000	\$ 140,000	\$ 325,000

(a) Developer and MUD reimbursements are dependent upon anticipated growth and development in the affected areas.

## City of Manvel Capital Improvements Program FY2016-2020



**LARGE AVENUE WASTEWATER LINE**

<b>Project Name:</b>	<b>Large Avenue WW Line</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	This project consists of a new regional lift station behind City Hall and approximately 2,300 linear feet of new gravity sanitary sewer on Large Road from the C1 ditch to the Lift Station behind City Hall.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
							\$ 881,251	

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC	19,000	231,000					250,000
City Funding	631,251						631,251
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>650,251</b>	<b>231,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>881,251</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services	9,764	8,418					18,181
Studies/Analysis							-
Land/ROW							-
Construction		802,711					802,711
Other	40	60,319					60,359
<b>Project Total</b>	<b>9,804</b>	<b>871,448</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>881,251</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel	2,500	2,625	2,756	2,894	3,039	13,814
Oper & Maint	3,000	3,300	3,630	3,993	4,392	18,315
<b>Total</b>	<b>\$ 5,500</b>	<b>\$ 5,925</b>	<b>\$ 6,386</b>	<b>\$ 6,887</b>	<b>\$ 7,431</b>	<b>\$ 32,129</b>

## City of Manvel Capital Improvements Program FY2016-2020



**ROGERS ROAD SEWER**

<b>Project Name:</b>	<b>Rogers Road Sewer (and Water)</b>	<b>Status:</b>	<b>In Process</b>
<b>Project Desc:</b>	This project includes approximately 1,500 linear feet of 8-inch sanitary sewer and approximately 1,500 linear feet of 8-inch water line, fire hydrants, and shut off valves improving water quality, water pressure and flow, fire protection, and economic development. The total project cost is \$277,000 with water and sewer costs split evenly.		

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
				\$ 69,375			\$ 69,375

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds							-
Cert. of Oblig.							-
MEDC	83,452	44,049					127,500
City Funding	11,250						11,250
Impact Fees							-
Other							-
<b>Funding Total</b>	<b>\$ 94,702</b>	<b>\$ 44,049</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,750</b>

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	13,072						13,072
Studies/Analysis							-
Land/ROW							-
Construction - Cap	90,000						90,000
Other		35,679					35,679
<b>Project Total</b>	<b>\$ 103,072</b>	<b>\$ 35,679</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,750</b>

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel						-
Oper & Maint		500	500	500	500	2,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 2,000</b>

## City of Manvel Capital Improvements Program FY2016-2020



**DEL BELLO WASTEWATER EXTENSION**

<b>Project Name:</b>	<b>Del Bello Wastewater Extention</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	In order to provide wastewater and promote economic development along Del Bello, this project identifies a new sanitary sewer from FM 1128 to Croix Road. It is anticipated that a 24-inch sanitary sewer extended approximately 12,000 linear feet will be the ultimate design for this project. Due to the overall length of the project, a lift station will likely be required and is included in this estimate. There is currently no City wastewater in this general vicinity, so future development is strained.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
							\$ 2,600,000	

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.					2,600,000		2,600,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 2,600,000	\$ -	\$ 2,600,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services					285,000		285,000
Studies/Analysis							-
Land/ROW							-
Construction					1,895,000		1,895,000
Other					420,000		420,000
<b>Project Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 2,600,000	\$ -	\$ 2,600,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint				20,000	20,000	40,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 40,000

**City of Manvel  
Capital Improvements Program  
FY2016-2020**

**Parks Projects**

**Total \$48,310,000**

- Croix Park
- Police Park
- Multi Trails
- Almost Heaven
- Sand Pit
- Neighbor 2 Acres
- Neighbor 6 Acres
- Manvel City Center/Municipal Complex

Type	General Gov't	Parks	Streets	Water	Wastewater	Surface Water	Total
		\$48,310,000					\$ 48,310,000

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
G.O. Bonds	-	-	-	-	-	-	-
Cert. of Oblig.	-	-	-	-	-	48,310,000	48,310,000
MEDC	-	-	-	-	-	-	-
City Funding	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
<b>Funding Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$48,310,000	\$ 48,310,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22 >	Total
Prof. Services	-	-	-	-	-	-	-
Studies/Analysis	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Construction	-	-	-	-	-	44,310,000	44,310,000
Other	-	-	-	-	-	4,000,000	4,000,000
<b>Project Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$48,310,000	\$ 48,310,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22 >	Total
Personnel	-	-	-	-	-	-
Oper & Maint	-	-	-	-	113,900	113,900
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 113,900	\$ 113,900

## City of Manvel Capital Improvements Program FY2016-2020



### CROIX PARK RENNOVATION

<b>Project Name:</b>	<b>Croix Memorial Park Renovation</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	Croix park is the largest of the two parks in the system offering beautiful shade trees with picnic areas and a gazebo. The community has indicated that Croix Park should remain focused on community wide services, providing features that aren't available within subdivisions. Needed improvements are replacing restrooms, adding walking paths and a dog park, building a larger covered pavilion and landscape improvements.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
		\$ 1,780,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						1,780,000	1,780,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 1,780,000	\$ 1,780,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						1,780,000	1,780,000
Other							-
<b>Project Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 1,780,000	\$ 1,780,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					14,900	14,900
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 14,900	\$ 14,900

## City of Manvel Capital Improvements Program FY2016-2020



### POLICE STATION PARK RENOVATION

<b>Project Name:</b>	<b>Police Station Park Renovation</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	The park at the police station on Masters Road is a small neighborhood park with a playground and open space. The park provides a safe place to play or enjoy some passive use of the open lawn. Specimen-quality Live Oak trees provide exquisite shade near the playground and park entrance. Improvements 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.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
Total		\$ 4,360,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						4,360,000	4,360,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 4,360,000	\$ 4,360,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						4,360,000	4,360,000
Other							-
<b>Project Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 4,360,000	\$ 4,360,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					19,000	19,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 19,000	\$ 19,000

## City of Manvel Capital Improvements Program FY2016-2020



**MULTI-PURPOSE TRAIL SYSTEM**

<b>Project Name:</b>	<b>Multi-Purpose Trail System</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	Trails and bikeways are a key component of a parks and recreation system in addition to facilitating non-motorized means of transportation. Trails and bikeways are abundant throughout Houston and many surrounding communities. 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. The online Parks and Recreation Survey indicated that 56.6% of respondents considered off-street trails and bike paths to be a priority.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
		\$ 21,720,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						21,720,000	21,720,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 21,720,000	\$ 21,720,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						21,720,000	21,720,000
Other							-
<b>Project Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 21,720,000	\$ 21,720,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					10,000	10,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000

## City of Manvel Capital Improvements Program FY2016-2020



### ALMOST HEAVEN PARK IMPROVEMENTS

<b>Project Name:</b>	<b>Almost Heaven Park Improvements</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	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. The property has a large, beautiful lake adjacent to the newly acquired sand quarry park. Improvements include the addition of a parking lot, decomposed granite trails, landscape improvements, and utility and seating additions.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
Total		\$ 430,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						430,000	430,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 430,000	\$ 430,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						430,000	430,000
Other							-
<b>Project Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 430,000	\$ 430,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					13,000	13,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000

## City of Manvel Capital Improvements Program FY2016-2020



### SAND PIT PARK IMPROVEMENTS

<b>Project Name:</b>	<b>Sand Pit Park Improvements</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	The Sand Quarry Park is adjacent property on the south side of Mustang Bayou that also has been acquired by the City. The property is the site of a former sand quarry and is in the process of being converted from its former use and is being filled with rainwater and natural spring water. The site will consist of a large lake, restroom,s group picnic pavilion, parking lot. decomposed granite trails, playgrounds, sand volleyball, ladscape improvements, utilities and seating additions.		

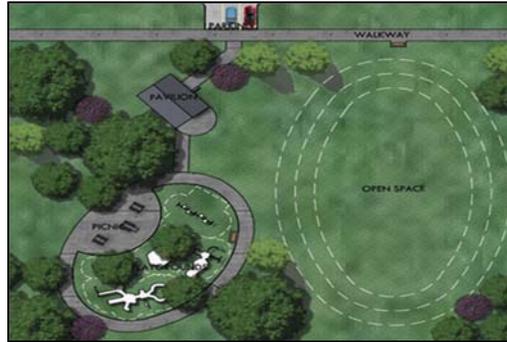
Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
		\$ 1,650,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						1,650,000	1,650,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 1,650,000	\$ 1,650,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						1,650,000	1,650,000
Other							-
<b>Project Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 1,650,000	\$ 1,650,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					13,000	13,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000

## City of Manvel Capital Improvements Program FY2016-2020



**NEIGHBORHOOD PARK PROTOTYPE (1.5 TO 2 ACRES)**

<b>Project Name:</b>	<b>Neighborhood Park Prototype (1.5 to 2 acres)</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	This park will emphasize activities towards 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. The landscape character will consist of large, free-play, open turf areas modulated by canopy trees for shade around play equipment. Typically, an architectural element (gazebo) is the focal point. Other amenities include park benches, picnic settings, bike racks, pathways and parking.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
		\$ 550,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						550,000	550,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 550,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						550,000	550,000
Other							-
<b>Project Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 550,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					7,000	7,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000

## City of Manvel Capital Improvements Program FY2016-2020



**NEIGHBORHOOD PARK PROTOTYPE (4 TO 6 ACRES)**

<b>Project Name:</b>	<b>Neighborhood Park Prototype (4 to 6 acres)</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	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. Several areas for court sports (tennis, basketball) and open spaces for soccer/football. Areas for passive recreation, passive picnic, and barbecue areas will be shaded by canopy trees.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
		\$ 1,820,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						1,820,000	1,820,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,820,000	\$ 1,820,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						1,820,000	1,820,000
Other							-
<b>Project Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,820,000	\$ 1,820,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					7,000	7,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000

## City of Manvel Capital Improvements Program FY2016-2020



### MANVEL CITY CENTER/MUNICIPAL COMPLEX

<b>Project Name:</b>	<b>Municipal Complex</b>	<b>Status:</b>	<b>Future</b>
<b>Project Desc:</b>	The City Center reaffirms this 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 interactions. The City Center becomes a place that serves as the heart and hub of the community. This municipal complex would include a new City Hall, Police Station, Public Works, Municipal Court, and a City Park.		

Type	General Gov't	Parks	Public Safety	Streets	Drainage	Water	Wastewater	Surface Water
		\$ 16,000,000						

Funding Source	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
G.O. Bonds							-
Cert. of Oblig.						16,000,000	16,000,000
MEDC							-
City Funding							-
Impact Fees							-
Other							-
<b>Funding Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 16,000,000	\$ 16,000,000

Spending Phases	Prior Yr(s)	FY18	FY19	FY20	FY21	FY22	Total
Prof. Services							-
Studies/Analysis							-
Land/ROW							-
Construction						12,000,000	12,000,000
Other						4,000,000	4,000,000
<b>Project Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 16,000,000	\$ 16,000,000

Associated Operating Costs	FY18	FY19	FY20	FY21	FY22	Total
Personnel						-
Oper & Maint					30,000	30,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000

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# City of Manvel, Texas

## Section 13 – Supplemental Information FY2018 Adopted Budget

General Community Information  
Glossary of Terms  
City Ordinances



## General Community Information

### Government

Date of Incorporation	March 12, 2956
Form of Government	Council - Manager

### Demographics

Population	2017 - 7,645
	2010 - 5,179

### Schools

Elementary	City - 2 ETJ - 2
Middle Schools	City - 2
High Schools	City - 1

### Economics

<u>Major Employers</u>	
Alvin ISD	415
Builders Firstsource	35
E-Z Line Pipe Support Co. Inc.	150
She-Chem Inc.	20
Cameron Recycling	30
Fagioli	61

### Tax Structure - Ad Valorem Tax Rate (per \$100 of Appraised Value)

City	0.570000
Brazoria County	0.440234
Alvin ISD School	1.450000

### Bond Rating

AA+

### Services Provided

Number of police stations	1
Sworn Officers	19

### Parks

Number of Developed Parks	2
Number of Undeveloped Parks	1
Park Acreage	33.5

### Health Facilities

In General Area	2
Special Purpose Heath Care Centers	6

### Other

County of Government	Commissioners Court
Areas of City	23 sq. miles
Area of ETJ (Extra Territorial Jurisdiction)	17 sq. miles

## 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.

===== **FY18 ANNUAL BUDGET** =====

**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 OR 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.** 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. C.O.'s 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

===== **FY18 ANNUAL BUDGET** =====

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.

**CONTRACDTUAL 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.** Extra-territorial jurisdiction is 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.

===== **FY18 ANNUAL BUDGET** =====

**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.

===== **FY18 ANNUAL BUDGET** =====

**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 imposed taxes, special assessments, or service charges for the support of City services.

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

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

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

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

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

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

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

===== **FY18 ANNUAL BUDGET** =====

**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 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 of permanent benefits, such as special assessments. Neither does the term include charges for service rendered only to those paying such charges (e. g., sewer service charges).

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

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

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

===== **FY18 ANNUAL BUDGET** =====

**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



## City Ordinances

ORDINANCE NO. 2017-O-32

**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 8.00 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.38.**

**AN ORDINANCE PROVIDING FOR THE ASSESSMENT, LEVY, AND COLLECTION OF AD VALOREM TAXES FOR THE CITY OF MANVEL, TEXAS, FOR THE YEAR 2017, 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.**

\* \* \* \* \*

**WHEREAS**, Section 26.05 of the Texas Property Tax Code provides that before the latter of September 30th or the 60<sup>th</sup> 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 separately; 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 \$.138637 on each one-hundred-dollar (\$100) valuation of said property for debt service and a tax rate of \$.431363 on each one-hundred-dollar (\$100) valuation of said property to fund maintenance and operation expenditures; and

**WHEREAS**, by separate motions heretofore adopted by the City Council of the City of Manvel, Texas, at a meeting of said City Council held on this 11th, day of September 2017, said City Council has approved separately the tax rate heretofore specified for each of said components; and

**WHEREAS**, having thus separately 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 2017 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 2017, and for each year thereafter until otherwise provided, an ad valorem tax at the rate of \$.570000 (.57 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 \$.431363 (43.1363 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 2018.

**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 2.25 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-23.86.**

**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 2017 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 \$.138637 (13.8637 Cents) on each One Hundred Dollars (\$100) of assessed valuation.

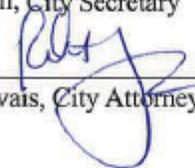
**Section 6.** All ad valorem taxes levied hereby, in the total amount of \$.570000 (.57 Cents) on each One Hundred Dollars (\$100) of assessed valuation, as reflected herein, shall be due and payable on or before January 31, 2018. All ad valorem taxes due the City of Manvel, Texas, and not paid on or before January 31<sup>st</sup> 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 28th, day of September 2017, with an effective date being the 29th, day of September 2017.

  
 \_\_\_\_\_  
 Debra Davison, Mayor

ATTEST:  
  
 \_\_\_\_\_  
 Tammy Bell, City Secretary

  
 \_\_\_\_\_  
 Bobby Gervais, City Attorney

Mayor Davison made the motion that the property tax be increased by the adoption of a tax rate of \$.570000 (.57cents), which is effectively a 7.92 percent increase in the tax rate. The tax rate consists of \$.4313631 for maintenance and operations, and \$.138637 for debt service as reflected in Ordinance 2017-O-32, to adopt the Municipal Tax Rate for Tax Year 2017. The motion was seconded by Council Member Wilmer. The motion carried with a vote 6 to 1.

Mayor Davison   y    
 Council Member Gaspar   y    
 Council Member Hehn   y    
 Council Member Wilmer   y    
 Council Member Hudson   y    
 Council Member Albert   n    
 Council Member Sifuentes   y  



**ORDINANCE NO. 2017-O-31**

**AN ORDINANCE APPROVING AND ADOPTING THE CITY OF MANVEL, TEXAS, OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET FOR THE FISCAL YEAR 2018; 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 28, day of July 2017 the City Finance Director filed with the City Secretary a proposed budget of the City of Manvel for the fiscal year 2017-2018, the same being from October 1, 2017 through September 30, 2018; 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 1<sup>st</sup>, 2017, through September 30<sup>th</sup>, 2018; and

**WHEREAS**, pursuant to a motion of the City Council and after notice required by law, a public hearing on such general budget was held at the Council Chamber, Manvel City Hall, 20025 Hwy 6, Manvel, Texas 77578, on the 28<sup>th</sup>, day of August, 2017 and the 5<sup>th</sup>, day of September, 2017 at which hearings all citizens and taxpayers of the City had the right to be present and to be heard and those who requested to be heard were heard; and

**WHEREAS**, the City Council has considered the proposed operating and capital improvements program 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 and capital improvements program 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

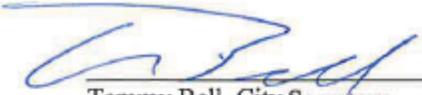
unencumbered appropriation balance from one department, office, or agency to another, (excluding funds in The Manvel Economic Development Corporation budget, without prior action by The Manvel Economic Development Corporation). The City Manager shall, within thirty (30) days of the transfer, make written 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 11 day of September 2017.

  
\_\_\_\_\_  
Debra Davison, Mayor

ATTEST:

  
\_\_\_\_\_  
Tammy Bell, City Secretary

  
\_\_\_\_\_  
Bobby Gervais, City Attorney



MANVEL/2017-18 BUDGET

