

RESOLUTION NO. _____

CITY OF MISSION, TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING REIMBURSEMENT FROM THE DRAINAGE ASSESSMENT FUND TO THE GENERAL FUND FOR DRAINAGE-RELATED SERVICES PROVIDED BY THE STREETS DEPARTMENT; ESTABLISHING REIMBURSEMENT PARAMETERS; AUTHORIZING THE CITY MANAGER TO ADJUST THE REIMBURSEMENT WITHIN ESTABLISHED LIMITS; PROVIDING FOR IMPLEMENTATION THROUGH THE ANNUAL BUDGET PROCESS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Mission Streets Department performs drainage-related maintenance, repair, inspection, and operational activities using personnel and resources funded through the General Fund; and

WHEREAS, actual Streets Department personnel costs for the 12-month period from August 1, 2025 through July 31, 2026 totaled \$1,838,755.31; and

WHEREAS, a labor-hour analysis conducted for the four-week period from June 21, 2026 through July 18, 2026 identified 2,973.5 drainage-related hours out of 6,126.75 total hours, representing 48.53% of total labor hours analyzed; and

WHEREAS, applying the 48.53% labor allocation to the actual annual Streets Department personnel costs results in approximately \$892,347.95 in personnel costs attributable to drainage-related activities; and

WHEREAS, the City Council finds that reimbursement of the General Fund for documented and eligible drainage-related services provided by the Streets Department is appropriate, provided that such reimbursement does not exceed documented eligible costs and does not result in a negative balance in the Drainage Assessment Fund; and

WHEREAS, the supporting personnel cost allocation and labor-hour analysis are attached hereto as Exhibit A and incorporated herein for purposes of establishing the reimbursement methodology.

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

SECTION 1. AUTHORIZATION OF REIMBURSEMENT

For Fiscal Years 2025-2026 and 2026-2027, the City Council authorizes an anticipated annual reimbursement of \$700,000 from the Drainage Assessment Fund to the General Fund for documented and eligible drainage-related services provided by the Streets Department.

SECTION 2. CITY MANAGER AUTHORITY AND REIMBURSEMENT LIMIT

The City Manager is authorized to reduce the annual reimbursement below \$700,000 when warranted by documented eligible costs, available resources, operational requirements, or the financial condition of the Drainage Assessment Fund. The City Manager may authorize an annual reimbursement above \$700,000, but in no event exceeding the documented eligible drainage-related costs of \$892,347.95 and does not result in a negative Drainage Assessment Fund balance.

SECTION 3. COST ALLOCATION METHODOLOGY

The reimbursement authorized by this Resolution shall be supported by the cost allocation methodology reflected in Exhibit A. The current analysis applies the 48.53% drainage-related labor allocation identified during the June 21, 2026 through July 18, 2026 labor-hour review period to actual Streets Department personnel costs for the 12-month period from August 1, 2025 through July 31, 2026, resulting in approximately \$892,347.95 in personnel costs attributable to drainage activities.

SECTION 4. FUTURE FISCAL YEARS

Beginning with Fiscal Year 2027-2028 and in future fiscal years, reimbursement from the Drainage Assessment Fund to the General Fund may continue under the methodology established by this Resolution when included in the City's annually adopted budget. Any reimbursement shall remain subject to documented eligible costs, available resources, and the requirement that the reimbursement not result in a negative Drainage Assessment Fund balance. Unless otherwise authorized by subsequent City Council action, the annual reimbursement shall not exceed \$892,347.95.

SECTION 5. BUDGET IMPLEMENTATION

The City Manager and Finance Director are authorized to take all actions necessary to implement the reimbursement authorized by this Resolution through the applicable City budget and accounting records, consistent with the terms of this Resolution.

SECTION 6. EFFECTIVE DATE

This Resolution shall become effective immediately upon its passage and approval.

READ, CONSIDERED AND APPROVED on this the 25th day of August, 2026.

Norie Gonzalez-Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

EXHIBIT A
DRAINAGE ASSESSMENT FUND REIMBURSEMENT
PERSONNEL COST ALLOCATION SUMMARY

This Exhibit summarizes the Streets Department personnel cost allocation and labor-hour analysis used to support reimbursement from the Drainage Assessment Fund to the General Fund.

Allocation Component	Amount / Period
Annual Personnel Cost Review Period	August 1, 2025 - July 31, 2026
Actual Streets Department Personnel Costs	\$1,838,755.31
Labor-Hour Analysis Period	June 21, 2026 - July 18, 2026
Total Labor Hours Analyzed	6,126.75
Drainage-Related Labor Hours	2,973.50
Drainage Labor Allocation	48.53%
Allocated Drainage Personnel Cost	\$892,347.95
Anticipated Annual Reimbursement - FY 2025-2026	\$700,000
Anticipated Annual Reimbursement - FY 2026-2027	\$700,000
Maximum Annual Reimbursement	\$900,000, subject to documented eligible costs and a non-negative Drainage Assessment Fund balance

Supporting documentation: Streets Department personnel cost allocation memorandum and Drainage and Streets Employee Hour Report.