



RITA G. JONSE, MAYOR  
GENE KRUPPA, MAYOR PRO-TEM, PLACE 1  
MARIA AMEZCUA, PLACE 2  
ANNE WEIR, PLACE 3  
ZINDIA PIERSON, PLACE 4  
REBECCA DAVIES, PLACE 5  
RYAN STONE, PLACE 6

## **CITY COUNCIL REGULAR MEETING AGENDA**

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WEDNESDAY, JUNE 21, 2017

7:00 P.M.

CITY COUNCIL CHAMBERS, 105 E. EGGLESTON ST.

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### **CALL REGULAR SESSION TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENTS**

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three minutes per person. Comments on specific agenda items must be made when the item comes before the Council. To address the City Council, please register on the speaker sign-in sheet at least five-minutes prior to the scheduled meeting time. NO ACTION MAY BE TAKEN BY THE CITY COUNCIL DURING PUBLIC COMMENTS.

### **CONSENT AGENDA**

The following Items will be enacted by one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member; in which event, the item will be removed from the consent agenda and considered separately.

1. Consideration, discussion, and possible action to approve the minutes for the June 7, 2017 City Council Regular Meeting. Frances Aguilar,  
City Secretary
2. Consideration, discussion, and possible action on acceptance of the May, 2017 Departmental Reports: Tom Bolt,  
City Manager
  - Development Services – Scott Dunlop
  - Police – Chief Ryan Phipps
  - Municipal Court – Sarah Friberg
  - Public Works – Mike Tuley
3. Consideration, discussion, and possible action on acceptance of the unaudited May, 2017 Monthly Financial Report. Tom Bolt,  
City Manager

## PRESENTATIONS

4. Presentation on Capital Metro's Project Connect.

Tom Bolt,  
City Manager

## PUBLIC HEARING

5. Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen.

Tom Bolt,  
City Manager

## REGULAR AGENDA

6. Consideration, discussion, and possible action on the creation of a Public Improvement District – EntradaGlen.

Tom Bolt,  
City Manager

7. Consideration, discussion, and possible action on a construction contract for the 2017 Wastewater Collection System Improvements Project.

Frank Phelan,  
City Engineer

8. Consideration, discussion, and possible action on an interlocal agreement between City of Manor and Travis County for Emergency Law Enforcement Dispatch Services.

Ryan Phipps,  
Chief of Police

9. Consideration, discussion and possible action on a contract with Centex Shred for shredding services and authorize the City Manager to execute any necessary documents.

Tom Bolt,  
City Manager

10. Consideration, discussion and possible action on a Conditional Use Permit for 1.68 acres of land, out of the Greenbury Gates Survey No. 63, Abstract 315 and the Calvin Barker Survey No. 38, Abstract 58, both in Travis County, Texas, and being a portion of that certain Silvino Suarez and Santiago Suarez 10.001-acre tract recorded in document number 2006212794, Official Public Records, said County, locally known as 12920 Old Highway 20 to allow for a Service Station. **Owner:** Dessau Road, LLC. **Applicant:** Diane Bernal, Professional StruCIVIL Engineers, Inc.

Scott Dunlop,  
Planning Coordinator

11. Consideration, discussion and possible action on a Conditional Use Permit for Lot 1, Block 42, Town of Manor, locally known as 101 East Boyce Street to allow for a Day Care. **Owner:** Salvador Casiano-Jaramillo. **Applicant:** Thomesa Chester, Bright Beginning's Learning Center

Scott Dunlop,  
Planning Coordinator

12. Consideration, discussion and possible action on a Concept Plan for the Village at Manor Commons, three hundred and seventy-five (375) single family lots on 75.981 acres located near the intersections of FM 973 and Old Highway 20. **Owner:** Barth Timmermann. **Applicant:** Matt Mitchell, ALM Engineering

Scott Dunlop  
Planning Coordinator

## EXECUTIVE SESSION

**The City Council will now convene into Executive Session pursuant to the provisions of Chapter 551 Texas Government Code, in accordance with the authority contained in:**

*Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct, and Section 551.087, Texas Government Code, to consult with legal counsel regarding economic development negotiations and proposed economic incentives*

*Section 551.071, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct, to consult with legal counsel regarding regulating gaming machines*

## OPEN SESSION

**The City Council will now reconvene into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and take action on item(s) discussed during Closed Executive Session:**

- |  |                                       |
|--|---------------------------------------|
| 13. Take action as determined appropriate, in the City Council's discretion, regarding economic development negotiations and proposed economic incentives.   | Tom Bolt,<br>City Manager             |
| 14. Consideration, discussion and possible action on a first reading of an ordinance rezoning 127.220 acres more or less, located in the A.C. Caldwell Survey, Abstract No. 124, Travis County, Texas, and being a portion of that certain called 267.942 acre tract of land conveyed to Sky Village Kimbro Estates, LLC, as described in document number 2016214460, Official Public Records of Travis County, located near the intersections of Bois D'Arc Road and Tower Road, from R-1 Single Family to R-2 Single Family with a waiver from Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(j) Height and Placement Requirements, Chart 1 to allow for 6,000 square foot lots. <b>Owner:</b> Gordon Reger, Sky Village Kimbro Estates LLC. <b>Applicant:</b> Alex Granados, Kimley-Horn | Scott Dunlop,<br>Planning Coordinator |
| 15. Consideration, discussion and possible action on an ordinance of the City of Manor, Texas amending Article 4.06 governing game rooms and amusement redemption machines; providing effective date and open meetings clauses; and providing for related matters.   | Tom Bolt,<br>City Manager             |
| 16. Consideration, discussion and possible action on a Conditional Use Permit for Lot 1 Shadowglen Commercial Lots Subdivision, locally known as 14001 Shadowglen Blvd to allow for a Game Room. <b>Owner:</b> HFS Brothers Investments LLC. <b>Applicant:</b> Tony Welch, Beer:30   | Scott Dunlop,<br>Planning Coordinator |

## ADJOURNMENT

In addition to any executive session already listed above, the City Council for the City of Manor reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code for the following purposes:

§551.071 Consultation with Attorney  
§551.072 Deliberations regarding Real Property  
§551.073 Deliberations regarding Gifts and Donations  
§551.074 Personnel Matters  
§551.076 Deliberations regarding Security Devices  
§551.087 Deliberations regarding Economic Development Negotiations

## POSTING CERTIFICATION

I, hereby, certify that this notice of the Manor City Council Special Meeting Agenda was posted on this 16<sup>th</sup> day of June, 2017 at 5:00 P.M., as required by law in accordance with Section 551.043 of the Texas Government Code and remained posted for at least two hours after said meeting was convened.

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**Frances M. Aguilar, TRMC, CMC,**  
**City Secretary**

**NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:**

*The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the council chambers are wheelchair accessible and special marked parking is available. Persons with disabilities who plan to attend this meeting and who may need assistance are requested to contact Frances Aguilar, City Secretary at 512-272-5555. Provide a 48-hour notice when feasible.*





## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Frances Aguilar

**DEPARTMENT:** City Secretary

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action to approve the minutes for the June 7, 2017 City Council Regular Meeting.

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Minutes from June 7, 2017 City Council Regular Meeting

**STAFF RECOMMENDATION:**

It is City staff's recommendation, that the City Council approve the minutes for the June 7, 2017 City Council Regular Meeting.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Tom Bolt

**DEPARTMENT:** Administration

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on acceptance of the May, 2017 Departmental Reports:

- Development Services – Scott Dunlop
- Police – Chief Ryan Phipps
- Municipal Court – Sarah Friberg
- Public Works – Mike Tuley

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

May, 2017 Departmental Reports:

- Development Services
- Police
- Municipal Court
- Public Works

**STAFF RECOMMENDATION:**

It is City staff's recommendation, that the City Council approve the minutes for the June 7, 2017 City Council Regular Meeting.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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# Manor Police Department

## Monthly Council Report

Ryan S. Phipps - Chief of Police

Date of Meeting:

6/21/2017

May 2016

Activity	Reported Month	Same month Prior year	Percentage difference	
Calls for Service	1372	1202	14.1↑	Patrol Car Rental
Average CFS per day	44.2	38.7	14.2↑	Last Month \$4,781
Open Cases	14	26	46↓	YTD \$21,156
Charges Filed	80	62	29↑	
Alarm Responses	40	34	17.6↑	
Drug Cases	18	19	5.2↓	
Family Violence	16	8	100↑	
Arrests Fel/Misd	15F/65M	8F/70M	↑87.5F/↓7.1M	
Animal Control	30	29	3.4↑	
Traffic Accidents	39	32	21.8↑	
DWI Arrests	11	1	1000↑	
Traffic Violations	551	526	4.75↑	
Ordinance Violations	22	6	266.6↑	
Seizures	N/A	N/A	N/A	
Laboratory Submissions	10	6	66.6↑	

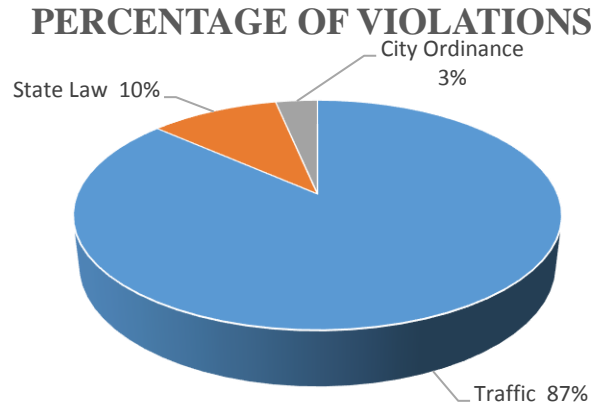
Notes:

\*DNA- DATA NOT AVAILABLE

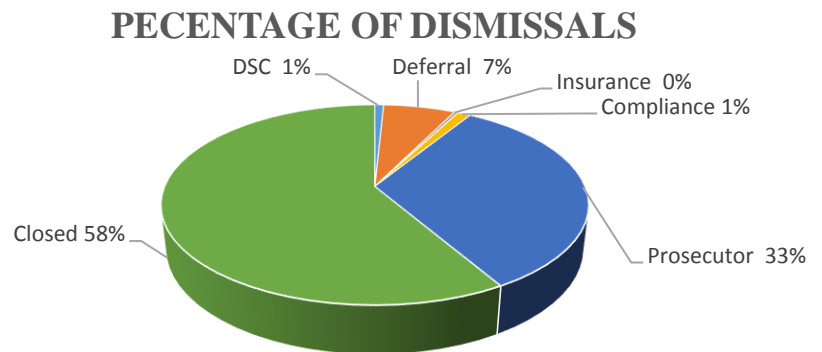
# City of Manor Municipal Court

## MAY 2017

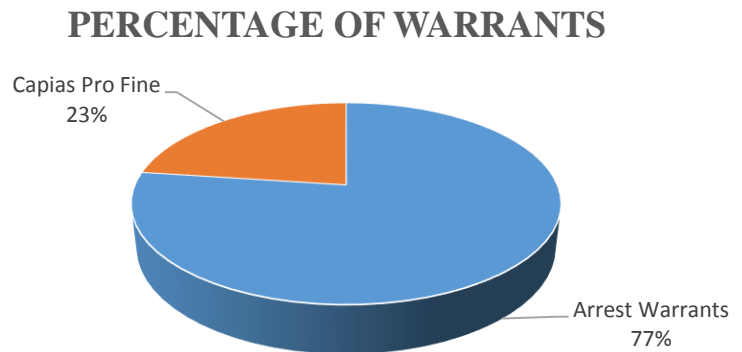
Violations Filed	May-17	May-16
Traffic	314	543
State Law	37	43
City Ord.	12	15
<b>Total</b>	<b>363</b>	<b>601</b>



Dismissals	May-17	May-16
DSC	9	13
Deferral	73	35
Insurance	4	10
Compliance	13	42
Prosecutor	370	195
Closed	658	768
<b>Total</b>	<b>1127</b>	<b>1063</b>



Warrants	May-17	May-16
Arrest Warrants	293	147
Capias Pro Fine	87	97
<b>Total</b>	<b>380</b>	<b>244</b>



**Money Collected in May 2017**

Kept By City	\$37,909.81
Kept By State	\$16,743.44
<b>Total</b>	<b>\$54,653.25</b>

**Money Collected in May 2016**

Kept By City	\$35,826.25
Kept By State	\$19,190.17
<b>Total</b>	<b>\$55,016.42</b>



## **May, 2017 REPORT PUBLIC WORKS DEPARTMENT**

### **Street and Public, Parks, and Maintenance Department**

In the month of May, the Public Parks and Maintenance Department mowed all City facilities, alleys, and right of ways. They cleaned and maintained all City facilities and parks. They performed all maintenance on City vehicles and heavy equipment. The Street Department repaired streets, curbs and signs.

### **Water and Wastewater Department**

In May, the Water Department performed daily maintenance on the water system, repaired water mains, set water meters and tested the water daily.

In May, the Wastewater Department performed daily maintenance on the wastewater plant. They cleaned and unstopped wastewater mains.

### **Water Production & Purchase**

In the month of May, 44% of the water we supplied to our residents was from our wells and we purchased 56% from Bluewater and Manville WSC. In May, the estimated population of residents in the City of Manor is 9,948. Estimated Population for Shadowglen is 2,574 residents.

### **Subdivision Inspections**

- Street Inspection 9
- Water Inspection 3
- Wastewater Inspection 12



## **Streets and Parks Monthly Report May 2017**

### **Inspections:**

#### **Stonewater Ph 8 Valley Gutter Pre-Pour:**

##### **Tuesday May 2, 2017**

Concrete scheduled with 9cy's for Concrete Sidewalks.

##### **Wednesday May 3, 2017**

Concrete scheduled with 4cy's for a Footing.

##### **Thursday May 4, 2017**

Concrete scheduled with 5cy's for a Sidewalks Flume.

##### **Friday May 5, 2017**

Concrete scheduled with 9.5cy's for Sidewalks.

Concrete scheduled with 3cy's for a 30" Headwall Footing.

Concrete scheduled with 9cy's for Mailbox Pads.

##### **Monday May 8, 2017**

Concrete scheduled with 9.5cy's for Sidewalks.

Concrete scheduled with 9.5cy's for Sidewalks/ADA Ramps.

Concrete scheduled with 3cy's for a 30" Headwall Walls.

### **5-1-2017/5-31-2017 Daily Duties and Projects:**

Trimmed multiple trees in Bells Farms subdivision that were obstructing the view of traffic.

Cleaned multiple ditches in Old Town and Bell farms subdivision.

Pressure washed all sidewalks at Jennie Lane Park.

Removed all Vines that grow on lift station fences.

The City purchased a paint striper machine that will allow us to stripe any areas around town that are needed.

Removed 150' of concrete sidewalk, filled back in with loam, and sod was placed back on top. The sidewalk was removed on Eggleston Street. The project took the entire Streets Crew and Project Crew 3 days to complete.

Replaced an 8' section of sidewalk in Carriage Hills subdivision.

Restriped Bell Farms park parking lot.

Restriped Methodist Church parking lot.

Road repair on Eggleston Street. Laid 5 tons of Hot mix.

The City purchased a new road saw that will allow us to complete road cuts and sidewalk cuts more efficiently.

Streets Crew began to remove road failure on Athens Street. 12 tons of new asphalt will be laid when completed. 24' of new curb will also be laid along with 20' of sidewalk. The entire area failed and dropped 6". Everything will be brought up to grade and leveled when completed.

Crew began to stripe parking lots in old downtown. (Laundry Mat, Old Post Office, Shopping Center on Boyce Street).

Water Department had to relocate water meter incased in concrete. Streets Crew removed sidewalk and will replace when Water Department completes relocation.

Mowing Crew turns all City properties around every 2 weeks.



## **Water Department Monthly Report May 2017**

For the month of May, the Water Department had 39 service calls, 8 repair jobs, 13 maintenance jobs, 3 inspections and 119 new digital water meters installed.

**Service calls include:** low water pressure calls, meter leaks, line locates, disconnect water services and read meters, connect water services, and meter changed outs.

### **Repair calls:**

City Yard -fire hydrant 3" meter - Picked up parts at Capitol Bearing and repaired hydrant adaptor. Worked by JT,FZ 5-8-17

205 W. Wheeler – Repaired a 3/4 service line leak. Worked by RM 5-9-17

105 South Bastrop Street - Repaired a 3/4 service line break. Worked by RM,JN 5-19-17

305 East Parsons - Repaired a 3/4 service line leak and replaced meter curb stop by FZ,JN,TM 5-23-17

210 W. Murray- Made a 1" water tap, ran a new service line and set meter by RM,TM,JN 5-24-17

11403 Liberty St.- Repaired 3/4 service and replaced angle stop by FZ,TM,JN 5-30-17

11809 Athens- Replaced meter seals notified customer. Worked by JR 5-30-17

104 N. San Marcos St. - Repaired a broken curb stop. Worked by JN,RM 5-16-17

### **Maintenance:**

Bact T Samples - First set of 5 samples. Worked by RM,TM 5-2-17

Las Entradas Scott and White Clinic - Dropped 1.5 meter id-60887729 with Graig Lundeen and DiGG Commercial. Worked by JT 5-4-17

Hamilton Electric - Picked up pump and motor #3 for City Yard pump room. Worked by FZ 5-5-17

Manor Fire Dept.- Took 4 SCBA bottles (self-contained breathing apparatus) to fire department to fill them up. Worked by RM 5-8-17

Bact T Samples- Second set of 5. Worked by RM 5-15-17

Presidential Heights - Set 1" irrigation meter entrance integrity and Bois D Arc meter id-53500257 read-0000. Worked by JT 5-16-17

210 E. Murray - Called one call for locates so we can make a water 1" tap and set meter. by RM 5-18-17

On Lexington between Lapoynor and Murchison - Flow test fire hydrant with Capitol Hydrant. Worked by JT 5-19-17

Hamilton Point Cir at Hamilton Point flow test fire hydrant with Capitol Hydrant. Worked by JT 5-19-17

105 South Bastrop - Cleaned up spoil and cover hole from main repair break. by FZ,TM,JN 5-19-17

302 East Wheeler - Called one call for locates for gas and phone lines to make a new sewer tap. Worked by RM 5-25-17

City Yard - Cleaned all City vehicles. Worked by all crew 5-26-17

East Elevated Water Tower- Scada called James Torres Module A out alarm. James called Raymond Muniz to go reset. Worked by JT,RM 5-29-17

### **Inspections:**

Stonewater Section 8 - Plastic meter boxes and lids by DNT Construction by JT 5-16-17

Presidential Glen Section 5 - Check curb stops, fire hydrants and turn valves by RM,FZ,JT 5-18-17

Stonewater Phase 2 - Start up meeting by JT 5-31-17



## Wastewater Department Monthly Report May 2017

For the month of May, the Wastewater Department had 6 service calls, 6 repair jobs, 10 maintenance jobs and 12 inspections.

**Service calls include:** Sewer clog, jetted manhole and assured City side cleared at all times and replaced broken clean out cap/lid.

**Repair calls include:** Repaired broken manholes, repaired leak hose, maintained the hydro ranger at Presidential Glen lift station.

### Maintenance:

WWTP - Replaced 50 ft. hose to pressure washer old one had hole in it by JT,JR 5-8-17.

Wildhorse Creek - Received tote 300 gallons of hydrogen peroxide by JT 5-9-17.

Bell Farms Lift Station Scada system - Received High Temperature Pump # 1 alarm and generator running alarm by JT 5-9-17.

Bell Farms Lift Station -James Torres notified Raymond Muniz to call Bluebonnet Electric to restore power at 10:00 pm by RM 5-9-17.

Presidential Glen Lift station -Set a 5/8 Neptune meter at Lift Station on WH Harrison St. meter id -35932976 ecoder-1545960972 by RM 5-12-17.

302 E. Wheeler - Called one call for locates so we can make 6" sewer tap by RM 5-18-17.

WWTP - High sand filter alarm checked all is good by JT 5-21-17.

Stonewater Lift Station - Cleaned off grease on floats in lift station by RM 5-23-17.

Bell Farms - Pump 1 tripped out reset pump by JT 5-23-17.

WWTP - Scada called James Torres with High Sand Filter Alarm. James called Raymond Muniz to check it out by JT 5-28-17.

### Inspections:

**Shadowview:** Inspected wastewater main by Wastewater Solutions Construction.

Worked by:

JT,RM 5-1-17

JT,RM 5-2-17

JT,RM 5-3-17

JT,RM 5-4-17

JT,RM 5-5-17

JT,RM 5-8-17

JT,RM 5-9-17

JT,RM 5-10-17

JT,RM 5-11-17

JT,RM 5-18-17

**Stonewater section 8** - Raising of Wastewater manhole castings by DNT Construction.

Worked by:

JT 5-15-17

JT 5-16-17





## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Lydia Collins

**DEPARTMENT:** Finance

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on acceptance of the unaudited May, 2017 Monthly Financial Report.

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

May, 2017 Monthly Financial Report.

**STAFF RECOMMENDATION:**

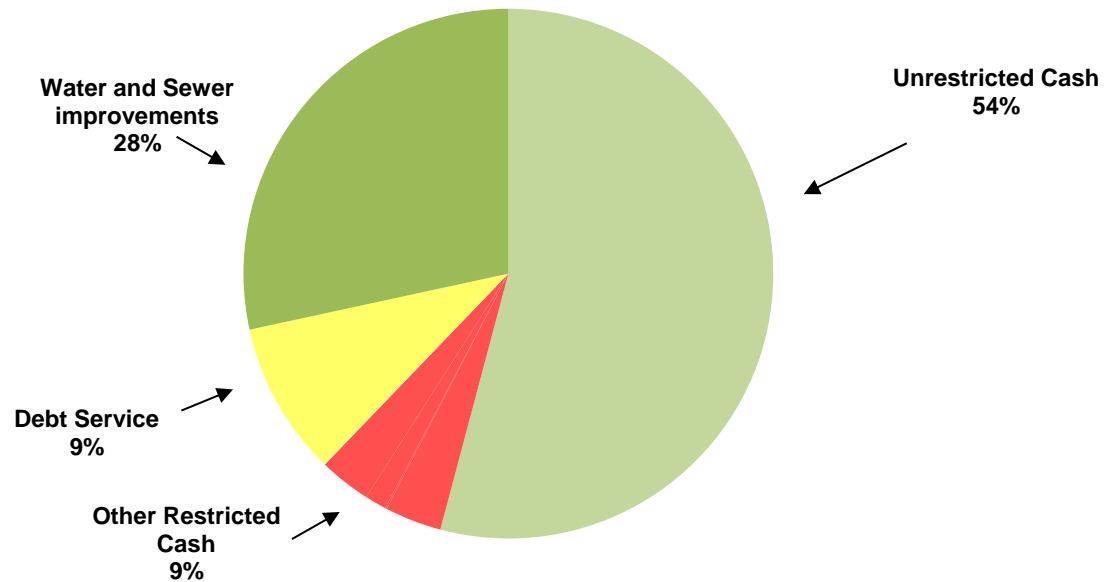
It is City staff's recommendation that the City Council accept the May, 2017 Monthly Financial Report.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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**CITY OF MANOR, TEXAS  
CASH AND INVESTMENTS  
As of May 2017**

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>DEBT SERVICE FUND</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>CAPITAL PROJECTS FUND</u>	<u>TOTAL</u>
<b>CASH AND INVESTMENTS</b>						
Unrestricted:						
<b>Cash for operations</b>	\$ 2,613,875	\$ 5,441,952				\$ 8,055,827
Restricted:						
<b>Tourism</b>				515,422		515,422
<b>Court security and technology</b>	14,910					14,910
<b>Rose Hill PID</b>				196,125		196,125
<b>Customer Deposits</b>		471,530				471,530
<b>Park</b>	8,488					8,488
<b>Debt service</b>			1,392,601			1,392,601
<b>Capital Projects</b>						
<b>Water and sewer improvements</b>				4,225,224		4,225,224
<b>TOTAL CASH AND INVESTMENTS</b>	<u>\$ 2,637,272</u>	<u>\$ 5,913,483</u>	<u>\$ 1,392,601</u>	<u>\$ 4,936,771</u>	<u>\$ -</u>	<u>\$ 14,880,128</u>



**Overview of funds:**

\$ 107,093.55 sales tax collected  
 GF is in a favorable status.  
 UF is in a favorable status  
 DSF is in a favorable status  
 CIP Fund is in a favorable status



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Tom Bolt

**DEPARTMENT:** Administration

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**AGENDA ITEM DESCRIPTION:**

Presentation on Capital Metro's Project Connect.

**BACKGROUND/SUMMARY:**

Presentation of the Tier 1 corridor recommendations

**PRESENTATION:** ☒ YES ☐ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Project Connect Tier 1 Corridors Map

**STAFF RECOMMENDATION:**

There is no action to be taken on this agenda item.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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






# Project Connect Tier 1 Corridors



Commuter  
25 IH 35  
26 Green Line  
28 MetroRail Red Line

Connector  
3 7th/Lake Austin  
7 Airport Boulevard  
10 Congress  
11 S Lamar  
12 N Lamar/Guadalupe  
13 MLK Jr  
16 Highland/Red  
River/Trinity  
17 Manor/Dean Keeton  
18 Riverside  
19 45th/Burnet

Circulator  
20 Downtown  
21 S Congress  
22 Red River

 Circulator  
 Commuter  
 Connector  
 Connections 2025  
 Potential Express  
 Enhanced Express  
 Mobility Bond Overlap

0 1.25 2.5 5 7.5 10 Miles

Preliminary





## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Tom Bolt

**DEPARTMENT:** Administration

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**AGENDA ITEM DESCRIPTION:**

Conduct a public hearing regarding the creation of a Public Improvement District – EntradaGlen.

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☒ NO

**STAFF RECOMMENDATION:**

It is City staff's recommendation that the City Council recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Tom Bolt

**DEPARTMENT:** Administration

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on the creation of a Public Improvement District – EntradaGlen.

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☒ NO

**STAFF RECOMMENDATION:**

It is City staff's recommendation that the City Council postpone the creation of the EntradaGlen Public Improvement District.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Frank Phelan

**DEPARTMENT:** City Engineer

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on a construction contract for the 2017 Wastewater Collection System Improvements Project.

**BACKGROUND/SUMMARY:**

The referenced project is for construction of a portion of a wastewater collection system line and lift station upgrades that will serve the area around the intersection of Johnson Road and FM 973, including the new MISD Senior High School. This project was contemplated in an interlocal agreement with MISD that includes funding for base bid improvements by MISD and alternate bid oversizing improvements to be funded by the City of Manor via the City's Impact Fee Fund.

**PRESENTATION:** ☒ YES ☐ NO

**ATTACHMENTS:** ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☒ NO

A letter of recommendation and bid tabulation will be distributed at the meeting.

**STAFF RECOMMENDATION:**

It is City staff's recommendation, that the City Council, following MISD approval on the 19th of June, approve a construction contract for the recommended bidder.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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**JAY ENGINEERING COMPANY, INC.**

P.O. Box 1220  
Leander, TX 78646

(512) 259-3882  
Fax 259-8016

*Texas Registered Engineering Firm F-4780*

June 19, 2017

Honorable Rita G. Jonse, Mayor  
City of Manor  
P.O. Box 387  
Manor, TX 78653

Re: 2017 Wastewater Collection System Improvements  
Letter of Award Recommendation

Dear Mrs. Jonse:

Bids were publicly opened and read on June 15, 2017 for the above referenced project. As reflected on the attached Bid Tabulation, nine (9) bids were received. There are two lowest, responsive, responsible bidders, depending upon the combinations of Base and Alternate Bid Work. The attached bid tabulation includes a summary table showing the low bidders for the different combinations of the work. The low bidder for the Base Bid work is CRU at \$488,064.20. The low bidder for the remaining Base Bid and Alternate Bid work combinations is Austin Engineering Company, Inc.

Per the terms of the interlocal agreement between the City of Manor and Manor Independent School District (District), approval of the bids by the District's Board is required prior to any award action by the City. The District Board is meeting this evening to discuss approval of a proposed project bids. Assuming the District acts favorably to approve the bids in accordance with our recommendation, the City can then take action to consider award of a contract at the regularly scheduled City Council meeting on June 21, 2017

As a result of our evaluation, and verification of contractor references, we hereby recommend the City award a construction contract to Austin Engineering Company, Inc. for all Base Bid, Alternate Bid A and Alternate Bid B work, in the amount of \$513,628.00, with final amounts dependent on actual installed quantities. We have contacted the bidder and confirmed he wants the contract at the amount bid.

Under this arrangement, the base bid work for the is project is to be funded by the District. The City's fiscal responsibility for the construction contract, if awarded, is the difference between the awarded contract and the base bid amount. If the Council acts to award the recommended contract of Base and Alternate Bid B and C work, the City portion would be \$25,563.80, which would be payable out of the Impact Fee and other available City funds.

We will prepare a Notice of Award and Agreement for execution by you in the event the District and the City Council vote to follow this recommendation. Once the Contractor signs the construction contract Agreement and all bond and insurance requirements have been satisfied, a Notice to Proceed will be issued. Under the General Conditions of the construction contract



Agreement, the Contractor shall begin construction within ten (10) days of the notice to proceed and substantially complete the project within one hundred and twenty (120) calendar days, excluding any justified delays.

Please call if you should have any questions in this regard.

Sincerely,



Frank T. Phelan, P.E.

FTP/s

Enclosure

CC: Tom Bolt, City of Manor  
Mike Brooks, Manor Independent School District  
Bob Farmer, Manor Independent School District

PN: 100-071-20



**BID TABULATION**

Bid Date: June 15, 2017

Project: WW Collection System Improvements  
Owner: City of Manor, TexasEngineer: Jay Engineering Co. Inc.  
Checked By: Frank T. Phelan, P.E.

	Bid Item	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Description	Silt Fence	Trench Safety	Stormwater Pollution Prevention Plan	Stabilized Construction Entrance	Temporary Traffic Control	8" SDR-26 ASTM 3034 Gravity WW Main (0'-8' Depth)	8" SDR-26 PVC ASTM 3034 Gravity WW Main (8'-10' Depth)	8" SDR-26 PVC ASTM 3034 Gravity WW Main (10'-12' Depth)	8" SDR-26 PVC ASTM 3034 Gravity WW Main (12'-14' Depth)	8" SDR-26 PVC, ASTM 3034 Gravity WW Main Stubout	Bored 20" Steel Encasement Pipe	Trenched 20" Steel Encasement Pipe	4' Dia Concrete Manhole	4' Diameter Concrete Manhole Extra
	Quantity	2,491	2,491	1	1	1	1,121	650	415	423	2	100	102	7	7
Bidder	Unit	LF	LF	LS	LS	LS	LF	LF	LF	LF	EA	LF	LF	EA	VF
WPM Construction Services, Inc.	Unit Price	\$2.50	\$1.00	\$3,000.00	\$4,000.00	\$2,000.00	\$70.00	\$84.00	\$101.00	\$122.00	\$150.00	\$400.00	\$135.00	\$4,500.00	\$315.00
4150 Friedrich Lane Suite A															
Austin, Texas 78744	Item Cost	\$6,227.50	\$2,491.00	\$3,000.00	\$4,000.00	\$2,000.00	\$78,470.00	\$54,600.00	\$41,915.00	\$51,606.00	\$300.00	\$40,000.00	\$13,770.00	\$31,500.00	\$2,205.00
Smith Contracting Co., Inc.	Unit Price	\$1.95	\$1.00	\$2,500.00	\$1,200.00	\$30,000.00	\$41.00	\$42.00	\$44.00	\$46.00	\$1,500.00	\$400.00	\$90.00	\$4,700.00	\$450.00
15308 Ginger St															
Austin, Texas 78728	Item Cost	\$4,857.45	\$2,491.00	\$2,500.00	\$1,200.00	\$30,000.00	\$45,961.00	\$27,300.00	\$18,260.00	\$19,458.00	\$3,000.00	\$40,000.00	\$9,180.00	\$32,900.00	\$3,150.00
Bruce Flanigan Const. Inc.	Unit Price	\$6.70	\$1.50	Lumps Sum	Lump Sum	Lump Sum	\$36.60	\$38.90	\$47.30	\$50.80	\$386.00	\$344.00	\$90.00	\$3,097.00	\$182.00
5114 Lampasas Lane															
Belton, Texas 76513	Item Cost	\$16,689.70	\$3,736.50	\$21,399.00	\$1,541.00	\$2,562.00	\$41,028.60	\$25,285.00	\$19,629.50	\$21,488.40	\$772.00	\$34,400.00	\$9,180.00	\$21,679.00	\$1,274.00
Lowden Excavation, Inc.	Unit Price	\$2.00	\$3.98	\$25,876.25	\$1,000.00	\$16,750.00	\$21.99	\$23.46	\$25.84	\$26.63	\$884.38	\$389.13	\$131.50	\$3,488.75	\$200.00
P.O. Box 1769															
Wimberley, Texas 78676	Item Cost	\$4,982.00	\$9,914.18	\$25,876.25	\$1,000.00	\$16,750.00	\$24,650.79	\$15,249.00	\$10,723.60	\$11,264.49	\$1,768.76	\$38,913.00	\$13,413.00	\$24,421.25	\$1,400.00
CRU	Unit Price	\$2.70	\$1.10	\$4,846.90	\$1,617.20	\$9,159.30	\$28.30	\$29.40	\$32.10	\$35.00	\$2,585.20	\$397.70	\$108.10	\$6,504.10	\$414.80
8760 A Research Blvd., #192															
Austin, Texas 78758	Item Cost	\$6,725.70	\$2,740.10	\$4,846.90	\$1,617.20	\$9,159.30	\$31,724.30	\$19,110.00	\$13,321.50	\$14,805.00	\$5,170.40	\$39,770.00	\$11,026.20	\$45,528.70	\$2,903.60
Austin Engineering Co., Inc.	Unit Price	\$3.00	\$3.00	\$2,900.00	\$2,500.00	\$2,900.00	\$35.00	\$40.00	\$45.00	\$50.00	\$1,000.00	\$375.00	\$375.00	\$3,900.00	\$400.00
P.O. Box 342349															
Austin, Texas 78734	Item Cost	\$7,473.00	\$7,473.00	\$2,900.00	\$2,500.00	\$2,900.00	\$39,235.00	\$26,000.00	\$18,675.00	\$21,150.00	\$2,000.00	\$37,500.00	\$38,250.00	\$27,300.00	\$2,800.00
Haegelin Construction Co.	Unit Price	\$3.00	\$2.00	\$2,200.00	\$1,000.00	\$5,000.00	\$52.00	\$57.00	\$62.00	\$67.00	\$500.00	\$350.00	\$120.00	\$4,200.00	\$500.00
P.O. Box 9086															
Austin, Texas 78766	Item Cost	\$7,473.00	\$4,982.00	\$2,200.00	\$1,000.00	\$5,000.00	\$58,292.00	\$37,050.00	\$25,730.00	\$28,341.00	\$1,000.00	\$35,000.00	\$12,240.00	\$29,400.00	\$3,500.00
Nelson Lewis Inc	Unit Price	\$5.00	\$1.00	\$13,000.00	\$1,500.00	\$3,500.00	\$28.00	\$32.00	\$34.00	\$38.00	\$1,300.00	\$450.00	\$150.00	\$5,000.00	\$150.00
450 FM 1431 East															
Marble Falls, Texas 78654	Item Cost	\$12,455.00	\$2,491.00	\$13,000.00	\$1,500.00	\$3,500.00	\$31,388.00	\$20,800.00	\$14,110.00	\$16,074.00	\$2,600.00	\$45,000.00	\$15,300.00	\$35,000.00	\$1,050.00
Santa Clara Construction, LTD	Unit Price	\$3.00	\$1.00	\$2,200.00	\$2,000.00	\$2,000.00	\$37.00	\$43.00	\$50.00	\$59.00	\$500.00	\$400.00	\$67.00	\$3,600.00	\$340.00
9811 Anderson Mill Road Suite 201															
Austin, Texas 78750	Item Cost	\$7,473.00	\$2,491.00	\$2,200.00	\$2,000.00	\$2,000.00	\$41,477.00	\$27,950.00	\$20,750.00	\$24,957.00	\$1,000.00	\$40,000.00	\$6,834.00	\$25,200.00	\$2,380.00

\* Arithmetic error corrected.

**BID TABULATION**  
 Bid Date: June 15, 2017

Project: Project: WW Collection System Improvements  
 Owner: Owner: City of Manor, Texas

Engineer: Jay Engineering Co. Inc.  
 Checked By: Frank T. Phelan, P.E.

Bid Item	15	16	17		1-A	2-A	3-A	4-A	5-A	6-A		1-B	
Description	Cut and Restore Pavement	Restoration and Revegetation	LS Upgrade	Total of Bid Items	12" SDR-26 PVC, ASTM 3034 Gravity WW Main (0'-8' Depth) in-lieu of 8" WW Main (0'-8' Depth)	12" SDR-26 PVC, ASTM 3034 Gravity WW Main (8'-10' Depth) in-lieu of 8" WW Main (8'-10' Depth)	12" SDR-26 PVC, ASTM 3034 Gravity WW Main (10'-12' Depth) in-lieu of 8" WW Main (10'-12' Depth)	12" SDR-26 PVC, ASTM 3034 Gravity WW Main (12'-14' Depth) in-lieu of 8" WW Main (12'-14' Depth)	8" SDR-26 PVC, ASTM 3034 Gravity WW Main Stubout in-lieu of 8" SDR-26 PVC, ASTM 3034 Gravity WW Stubout with Cap	LS Upgrade Including 1,100 gpm pumps in-lieu of 900 gpm pumps	Total of Alternate Bid A Items	Replace Existing Milltronics Hydromanager 2000 with VEGAPULS WL 61	Total of Alternate Bid B Items
Quantity	24	2,491	1		1,121	650	415	423	2	1		1	
Bidder	Unit	LF	LF	LS	LF	LF	LF	LF	EA	LS		LS	
WPM Construction Services, Inc. 4150 Friedrich Lane Suite A Austin, Texas 78744	Unit Price	\$125.00	\$1.90	\$300,000.60	\$639,818.00	\$76.00	\$90.00	\$107.00	\$129.00	\$165.00	\$300,000.60	\$3,250.00	\$3,250.00
	Item Cost	\$3,000.00	\$4,732.90	\$300,000.60	\$85,196.00	\$58,500.00	\$44,405.00	\$54,567.00	\$330.00	\$300,000.60	\$542,998.60	\$3,250.00	\$3,250.00
Smith Contracting Co., Inc. 15308 Ginger St Austin, Texas 78728	Unit Price	\$300.00	\$7.25	\$335,000.00	\$600,517.20	\$50.00	\$52.00	\$54.00	\$56.00	\$1,500.00	\$330,000.00	\$22,000.00	\$22,000.00
	Item Cost	\$7,200.00	\$18,059.75	\$335,000.00	\$56,050.00	\$33,800.00	\$22,410.00	\$23,688.00	\$3,000.00	\$330,000.00	\$468,948.00	\$22,000.00	\$22,000.00
Bruce Flanigan Const. Inc. 5114 Lampasas Lane Belton, Texas 76513	Unit Price	\$93.00	\$4.20	Lump Sum	\$539,264.90	\$43.20	\$45.80	\$54.60	\$58.20	\$480.00	Lump Sum	Lump Sum	\$6,258.00
	Item Cost	\$2,232.00	\$10,462.20	\$305,906.00	\$48,427.20	\$29,770.00	\$22,659.00	\$24,618.60	\$960.00	\$301,405.00	\$427,839.80	\$6,258.00	\$6,258.00
Lowden Excavation, Inc. P.O. Box 1769 Wimberley, Texas 78676	Unit Price	\$320.63	\$6.05	\$300,000.00	\$523,091.99	\$30.58	\$31.58	\$34.43	\$39.42	\$884.38	\$294,000.00	\$20,150.00	\$20,150.00
	Item Cost	\$7,695.12	\$15,070.55	\$300,000.00	\$34,280.18	\$20,527.00	\$14,288.45	\$16,674.66	\$1,768.76	\$294,000.00	\$381,539.05	\$20,150.00	\$20,150.00
CRU 8760 A Research Blvd., #192 Austin, Texas 78758	Unit Price	\$515.00	\$3.60	\$258,287.70	\$488,064.20	\$41.70	\$46.60	\$48.90	\$53.60	\$11,325.80	\$249,017.50	\$12,393.60	\$12,393.60
	Item Cost	\$12,360.00	\$8,967.60	\$258,287.70	\$46,745.70	\$30,290.00	\$20,293.50	\$22,672.80	\$22,651.60	\$249,017.50	\$391,671.10	\$12,393.60	\$12,393.60
Austin Engineering Co., Inc. P.O. Box 342349 Austin, Texas 78734	Unit Price	\$250.00	\$2.00	\$242,000.00	\$489,138.00	\$45.00	\$50.00	\$55.00	\$60.00	\$1,500.00	\$233,000.00	\$6,400.00	\$6,400.00
	Item Cost	\$6,000.00	\$4,982.00	\$242,000.00	\$50,445.00	\$32,500.00	\$22,825.00	\$25,380.00	\$3,000.00	\$233,000.00	\$367,150.00	\$6,400.00	\$6,400.00
Haegelin Construction Co. P.O. Box 9086 Austin, Texas 78766	Unit Price	\$140.00	\$7.00	\$257,945.00	\$529,950.00	\$63.00	\$67.00	\$73.00	\$78.00	\$500.00	\$244,152.00	\$2,350.00	\$2,350.00
	Item Cost	\$3,360.00	\$17,437.00	\$257,945.00	\$70,623.00	\$43,550.00	\$30,295.00	\$32,994.00	\$1,000.00	\$244,152.00	\$422,614.00	\$2,350.00	\$2,350.00
Nelson Lewis Inc 450 FM 1431 East Marble Falls, Texas 78654	Unit Price	\$50.00	\$1.00	\$315,000.00	\$532,959.00	\$34.00	\$38.00	\$40.00	\$44.00	\$1,650.00	\$300,000.00	\$5,000.00	\$5,000.00
	Item Cost	\$1,200.00	\$2,491.00	\$315,000.00	\$38,114.00	\$24,700.00	\$16,600.00	\$18,612.00	\$3,300.00	\$300,000.00	\$401,326.00	\$5,000.00	\$5,000.00
Santa Clara Construction, LTD 9811 Anderson Mill Road Suite 201 Austin, Texas 78750	Unit Price	\$42.00	\$2.00	\$310,000.00	\$522,702.00	\$47.00	\$53.00	\$60.00	\$70.00	\$500.00	\$304,000.00	\$6,000.00	\$6,000.00
	Item Cost	\$1,008.00	\$4,982.00	\$310,000.00	\$52,687.00	\$34,450.00	\$24,900.00	\$29,610.00	\$1,000.00	\$304,000.00	\$446,647.00	\$6,000.00	\$6,000.00

\* Arithmetic error corrected.

**BID TABULATION**

Bid Date: June 15, 2017

Project: WW Collection System Imp.

Owner: City of Manor, Texas

Engineer: Jay Engineering Co. Inc.

Checked By: Frank T. Phelan, P.E.

Bidder	Base Bid	Base Bid and Alternate Bid A	Base Bid and Alternate Bid B	Base Bid and Alternate Bids A& B
WPM Construction Services, Inc. 4150 Friedrich Lane Suite A Austin, Texas 78744	\$ 639,818.00	\$ 655,925.00	\$ 643,068.00	\$ 659,175.00
Smith Contracting Co., Inc. 15308 Ginger St Austin, Texas 78728	\$ 600,517.20	\$ 620,486.20	\$ 622,517.20	\$ 642,486.20
Bruce Flanigan Const. Inc. 5114 Lampasas Lane Belton, Texas 76513	* \$ 539,264.90	* \$ 552,995.20	* \$ 545,522.90	* \$ 559,253.20
Lowden Excavation, Inc. P.O. Box 1769 Wimberley, Texas 78676	\$ 523,091.99	\$ 540,974.40	\$ 543,241.99	\$ 561,124.40
CRU 8760 A Research Blvd., #192 Austin, Texas 78758	\$ 488,064.20	\$ 537,316.40	\$ 500,457.80	\$ 549,710.00
Austin Engineering Co., Inc. P.O. Box 342349 Austin, Texas 78734	\$ 489,138.00	\$ 507,228.00	\$ 495,538.00	\$ 513,628.00
Haegelin Construction Co. P.O. Box 9086 Austin, Texas 78766	\$ 529,950.00	\$ 544,206.00	\$ 532,300.00	\$ 546,556.00
Nelson Lewis Inc 450 FM 1431 East Marble Falls, Texas 78654	\$ 532,959.00	\$ 534,313.00	\$ 537,959.00	\$ 539,313.00
Santa Clara Construction, LTD 9811 Anderson Mill Road Suite 201 Austin, Texas 78750	\$ 522,702.00	* \$ 543,215.00	\$ 528,702.00	* \$ 549,215.00

\* Arithmetic error corrected.



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Ryan Phipps

**DEPARTMENT:** Police

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on an interlocal agreement between City of Manor and Travis County for Emergency Law Enforcement Dispatch Services.

**BACKGROUND/SUMMARY:**

Travis County provides the City of Manor dispatching services.

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Interlocal Agreement

TCSO cost breakdown sheet

**STAFF RECOMMENDATION:**

It is City staff's recommendation that the City Council approve interlocal agreement between City of Manor and Travis County for Emergency Law Enforcement Dispatch Services.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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**Interlocal Agreement between Travis County and the City of Manor  
For Emergency Law Enforcement Dispatch Services**

This Agreement is between the following parties: the City of Manor located in Travis County, hereinafter referred to as "City" and Travis County hereinafter referred to as "County".

WHEREAS, City and County have determined that it is mutually beneficial for County to provide emergency law enforcement dispatch services for City; and,

WHEREAS, City and County agree that these services should be provided through the Travis County Sheriff's Office Emergency Communications Center, hereinafter referred to as Emergency Communications Center; and,

WHEREAS, City and County agree that reliable emergency law enforcement dispatch services assists both City and County; and,

WHEREAS, each party to this agreement desires to ensure the provision of emergency law enforcement dispatch services and to enhance the public safety and welfare of the citizens of Travis County; and,

THEREFORE, City and County agree to the following:

**1.0 County Performance**

1.1 The Travis County Sheriff's Office ("TCSO") will provide emergency law enforcement dispatch services to City law enforcement personnel in accordance with the terms and conditions of this Agreement. Services will be provided twenty-four hours per day, seven days per week during the period of this Agreement.

1.2 Not all emergency calls will be dispatched by TCSO. Only those calls associated with law enforcement incidents will be directly dispatched by TCSO personnel. Other types of emergency calls, such as fire and emergency medical services, will be routed to other appropriate governmental entities.

1.3 Law enforcement calls will be dispatched in a timely manner once the incident enters the waiting queue in the Computer Aided Dispatch (CAD) system. All calls will be dispatched according to TCSO protocols without regard to jurisdiction.

1.4 TCSO will not dispatch administrative calls, or calls that are requests for services other than law enforcement services. TCSO will refer callers of non-emergency calls to other appropriate numbers as time allows.

1.5 The TCSO Emergency Communications Manager is the responsible person for handling all complaints and grievances about dispatch performance.

1.6 All non-emergency complaints should be handled during routine business hours of Monday through Friday 8:00 – 5:00. Complaints should be addressed by either the on-duty emergency communications supervisor or the TCSO patrol watch commander.

1.7 The TCSO Emergency Communications Manager is responsible for Travis County Sheriff's operations and shall be responsible for overseeing all necessary hardware and software for the operations of the Emergency Communications Center. The Center shall be operated in a manner consistent with TCSO policies and procedures.

1.8 Radio communications protocols have been developed by TCSO so that all radio communications occur on a consistent basis. Information concerning these protocols will be made available to qualified personnel from City.

1.9 There will be an initial consultation for configuration of unit identifiers. Thereafter CAD updates will occur only if capacity has been exceeded or if City and the Emergency Communications Manager mutually agree that a change is necessary.

1.10 Prioritization of Calls. Procedures for establishing prioritization of calls shall be the responsibility of TCSO. Call priorities shall be equally applied to all governmental jurisdictions or cities.

## **2.0 City Performance**

2.1 City shall supply its personnel with all necessary, authorized equipment needed to provide communications that are compatible with emergency center operations. City shall be responsible for maintaining its equipment.

2.2 City shall adhere to all emergency communications protocols developed by TCSO.

2.3 City shall install and maintain any software necessary to view incidents in the CAD system if they wish to have access for statistical or other purposes.

### **3.0 Duration of Agreement**

3.1 Term. The term of this Agreement shall begin on October 1, 2017 and shall continue through September 30, 2018, unless sooner terminated by either party as provided herein.

3.2 Termination. Either party may terminate this Agreement by giving the other party written notice of its intent to terminate at least 60 days prior to the effective date of the termination.

### **4.0 Mobile Data Computer**

4.1 City participation in Mobile Data is beneficial to both the County and the City. Participation in Mobile Data is voluntary.

4.2 City will provide its own computer and mounting hardware approved by the County. Software installed onto each computer must be approved by the County. Maintenance, service, and installation of mounting hardware and electronics must be performed by a service provider approved by the County.

4.3 The County agrees to provide network connectivity support beyond the public data carrier by making the County Information Technology Help Desk available during normal business hours free of charge.

4.4 Information Technology support on the computer's hardware is the responsibility of the City. The County will provide support to alterations to the County approved software image. The County shall be reimbursed for any direct cost of labor and parts in performing on-going maintenance or service to the computer's image.

4.5 The County shall not increase the service rate for the duration of the annual contract. If either Party terminates this Agreement, the County has the right to receive payment for all parts, labor, or additional services provided before the effective date of termination.

### **5.0 Compensation to County.**

5.1 Base Payment for Dispatch Services. City shall pay County a base amount of \$154,492 (One Hundred Fifty Four Thousand Four Hundred Ninety Two Dollars and No Cents) for dispatch services rendered pursuant to this Agreement. Payment of this base amount shall be made by March 15, 2018.

5.2 Costs of IT Support for Mobile Data. City will pay the County on a timely basis for parts and labor on Mobile Computer Maintenance Services rendered at the following rates:



Hourly labor at \$60.00 per hour for work performed during "routine business hours," which are from 8:00 a.m. until 5:00 p.m. on Monday through Friday. Trip charges for service calls that require travel to the City's location will be based on distance traveled and paid at the standard GSA mileage rate and IAW Travis County policy. Any additional costs associated with Information Technology support will be billed bi-annually.

#### **6.0 Access to Records.**

Read only access to emergency communications records shall be made available to the governmental jurisdiction via Visinet for purposes of viewing individual incidents and confirming emergency communications CAD numbers. Access to records is limited to web access only and does not constitute a license to use Travis County's CAD system. Only authorized personnel, as determined by TCSO emergency communications personnel, will be granted Visinet access.

#### **7.0 Release of Information**

Any TCSO information generated by CAD that is viewed via the internet may not be released for public information purposes or general distribution. CAD access is granted for purposes of viewing incidents associated with governmental jurisdiction for confirmation of dispatch.

#### **8.0 Amendments**

This Agreement may not be amended, except in writing and signed by both parties. No official, agent, employee, or representative of Travis County has any authority to alter, amend, or modify the terms of this Agreement, except in accordance with such express authority as may be granted by the Travis County Commissioner's Court.

#### **9.0 Limitations and Liabilities**

9.1 Nothing in this agreement shall constitute a basis for consideration of an ownership position in Travis County's emergency communications. Participation in this agreement is for service only from the County and does not create any entitlement to an ownership position in the fixed assets of emergency communications. Further, participation does not grant the governmental jurisdiction representation on any boards associated with the operations of the emergency communications center.

9.2 County shall not be liable for any claims, damages, and attorney fees arising from negligent or wrongful acts of employees of City. In no event shall the

County be liable to the City for incidental, consequential, indirect, or punitive damages.

9.3 It is expressly understood and agreed that in the execution of this Agreement, no party waives, nor shall be deemed to have waived, any immunity or defense otherwise available to it against any claims arising out of the exercise of governmental powers and functions.

9.4 Nothing in this Agreement, express or implied, is intended to confer upon any person or entity, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.

9.5 To the extent authorized by law, City shall indemnify and defend County, its officers, agents, and employees, from all claims, for injury to or death of any person, for any act or omission by City, or for damage to any property, arising out of or in connection with the services performed by City under this agreement, whether such injuries, death or damages are caused by City's sole negligence or the joint negligence of City and any other third party.

9.4 Within ten (10) City business days of receiving notice of any claim, demand, suit, or any action made or brought against City, arising out of the law enforcement activities conducted pursuant to this Agreement, City shall give written notice to County of such claim, demand, suit or other action. Said notice shall include: (a) the name and address of the claimant; (b) the basis of the claim, action or proceeding; (c) the court, if any, where such claim, action, or proceeding was instituted; (d) the name or names of any person or persons against whom such claim is being made.

10.0 **Notifications** All notices under this Agreement shall be in writing and may be either hand-delivered or sent by certified mail, postage prepaid, return receipt requested to the following:

County:

Honorable Sarah Eckhardt (or her successor)  
Travis County Judge's Office  
700 Lavaca St.  
Austin, Texas 78701

City:

Manor Police Department  
402 West Parsons Drive POB 317  
Manor, Texas 78653

**10.0 Interlocal Cooperation Act.**

This Agreement is an Interlocal Agreement authorized and governed by the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code. Each Party agrees that in the performance of its respective obligations as set forth in this Agreement, it is carrying out a duly authorized governmental function, which it is authorized to perform individually under the applicable statutes of the State of Texas and/or its charter. The Parties agree that the compensation to be made by City to County as set forth in this Agreement is in an amount intended to fairly compensate County for the services that it provides hereunder.

EXECUTED AS OF THE LATER DATE SET FORTH BELOW.

**Travis County**

\_\_\_\_\_  
By: Sarah Eckhardt  
Travis County Judge

Date: \_\_\_\_\_

**City of Manor**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# TCSO – Manor

## Dispatch Costs

Paid	% Usage	Cost	Cost Model
2015	3.38%	\$66,545	75% of TCSO dispatch staffing expenses — Budget Salary & Benefits for occupied slots
2016	3.37%	\$74,010	75% of TCSO dispatch staffing expenses — Actual Salary, Benefits & overtime
2017	4.06%	\$92,583	100% of TCSO dispatch staffing expenses — Actual Salary, Benefits & overtime
2018	4.99%	<b>\$154,492</b>	100% of TCSO dispatch staffing expenses — Actual Salary, Benefits & overtime

**Purposed Costing Model to be paid in 2019**  
(costs based on current percentages and expenses)

Expense	Total	% Usage	% Cost	Description
<b>Dispatch</b> based on % of calls	\$3,096,032	4.99%	\$154,492	<b>TCSO dispatch staffing expenses</b> Salary, benefits, overtime
<b>CAD Expenses</b> based on % of total mobile licenses on the CAD server	\$684,452	4.48%	\$30,668	<b>Travis County CAD expenses</b> Warranties the system on the CAD server. Cost of maintain CAD (based on 22 mobile licenses)
<b>Total</b>			<b>\$185,160</b>	



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Tom Bolt

**DEPARTMENT:** Administration

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion and possible action on a contract with Centex Shred for shredding services and authorize the City Manager to execute any necessary documents.

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☒ YES ☐ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Centex Shred Agreement

**STAFF RECOMMENDATION:**

It is City staff's recommendation that the City Council approve the contract with Centex Shred for shredding services and authorize the City Manager to execute any necessary documents.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

---



**13492 Research Blvd suite 120-517  
Austin, TX 78750  
Shred Quote  
512-692-4359**

## **CUSTOMER:**

### **City of Manor**

547 Llano St. Manor, TX 78653  
402 W Parsons St Manor, TX 78653  
105 E Eggleston St Manor, TX 78653

**Centex Shred agrees to provide shredding services for: \$55 for three 37 gallon executive consoles.**

#### *Additional Instructions:*

- Three containers shall be provided at no charge and installed in a designated location at customer sites
- Materials shredded on site once per month
- Only materials inside security console/bin will be shredded for above price
- Extra boxes up to 10 boxes can be shred during normal service at \$3.50 per box; if over 10 boxes please call and we will set up a different day to complete the box shredding
- No fuel charge or set up fees and container is provided at no charge with a monthly service schedule
- Thirty days notice required for termination of shred service for any reason

#### **Customer:**

Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_

#### **Centex Shred**

Authorized Signature: 

Date: June 5 2017

***WE APPRECIATE YOUR BUSINESS!***

**13492 Research Blvd. #120-517  
Austin, TX 78750  
512-692-4359**



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Scott Dunlop

**DEPARTMENT:** Development Services

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion and possible action on a Conditional Use Permit for 1.68 acres of land, out of the Greenbury Gates Survey No. 63, Abstract 315 and the Calvin Barker Survey No. 38, Abstract 58, both in Travis County, Texas, and being a portion of that certain Silvino Suarez and Santiago Suarez 10.001-acre tract recorded in document number 2006212794, Official Public Records, said County, locally known as 12920 Old Highway 20 to allow for a Service Station. Owner: Dessau Road, LLC. Applicant: Diane Bernal, Professional StruCIVIL Engineers, Inc.

**BACKGROUND/SUMMARY:**

This property was recently annexed and zoned Neighborhood Business. Service stations are a conditional use in NB zones. The planning commission denied the conditional use 6-0 on 06/14 due to neighborhood concerns about traffic, water, air, light & noise pollution, compatibility issues (too close to residential), too many gas stations in Manor, and a pipeline easement across the property.

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Application information

Site Plan

Area Zoning

**STAFF RECOMMENDATION:**

City staff has no recommendation on the request.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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04/19/2017  
09:33 AM

Jay LeSaicherre

**Customer Portal Application Note:**

Submission Acknowledgement  
DJB

04/19/2017 09:33 AM

Jay LeSaicherre

**Customer Portal Application Note:**

Signature Acknowledgement  
DJB

04/19/2017 09:33 AM

Jay LeSaicherre

**Customer Portal Application Note:**

Area Character

Development is meant to support the area neighborhood and proposes a smaller retail location and lessen the gas pump amounts. The proposed pumps will accommodate and support the adjacent neighborhood.

04/19/2017 09:33 AM

Jay LeSaicherre

**Customer Portal Application Note:**

Proposed Conditional Use  
Gas sales

04/19/2017 09:33 AM

Jay LeSaicherre

**Customer Portal Application Note:**

Project Description

Proposal of three (3) gas pumps to support convenience store.



**PROFESSIONAL STRUCIUAL ENGINEERS, INC.**  
CONSULTING CIVIL AND STRUCTURAL ENGINEERS  
15710 RESERVATION BLVD., SUITE 300, AUSTIN, TX 78739 | TEL: 817.328.4422 | FAX: 817.328.8003

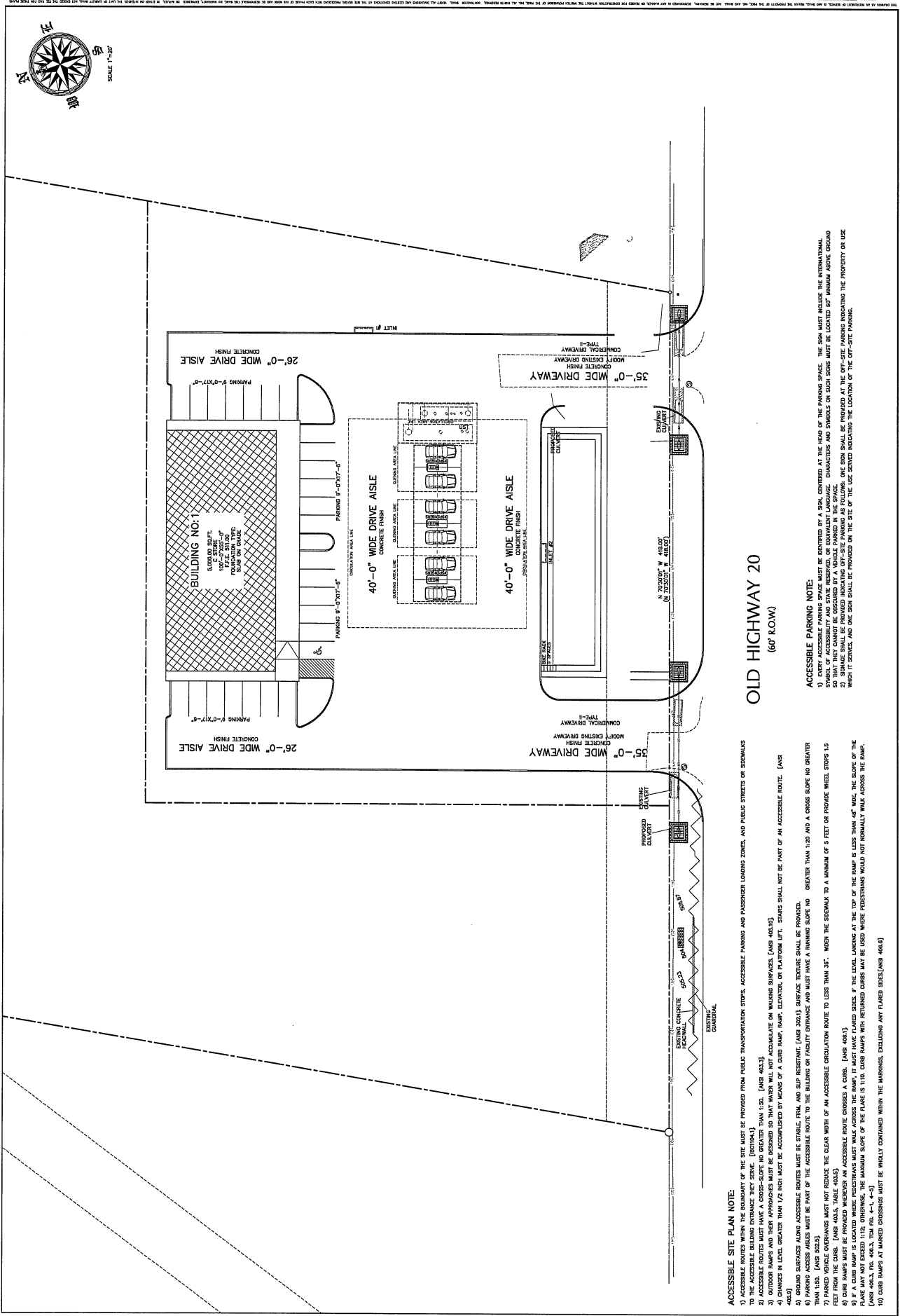
**PROJECT**  
30165  
HWY20 GAS STATION  
7220 OLD HIGHWAY 20  
MANOR, TEXAS

**DATE**  
07/20/16  
**ISSUED FOR APPROVAL**  
07/20/16  
**DESIGNER**  
PCH  
**DATE**  
07/20/16  
**ISSUED FOR APPROVAL**  
07/20/16  
**DESIGNER**  
PCH

**FIGURE 1**  
DIMENSIONAL SITE PLAN

**FIGURE 1**  
DIMENSIONAL SITE PLAN

**FIGURE 1**  
DIMENSIONAL SITE PLAN



**ACCESSIBLE SITE PLAN NOTE:**

1) PARKING SPACES MUST BE PROVIDED FROM PUBLIC TRANSPORTATION STOPS, ACCESSIBLE PARKING AND PASSENGER LOADING ZONES, AND PUBLIC STREETS OR SIDEWALKS TO THE ACCESSIBLE ROUTE. THE ACCESSIBLE ROUTE SHALL BE A MINIMUM OF 5 FEET WIDE. (ANSI 403.3)

2) ACCESSIBLE ROUTES MUST BE DESIGNED SO THAT WATER WILL NOT ACCUMULATE ON WALKING SURFACES. (ANSI 403.3)

3) OUTDOOR RAMPS AND THEIR APPROACHES MUST HAVE A CROSS-SLOPE NO GREATER THAN 1:50. (ANSI 403.3)

4) CHANGES IN LEVEL GREATER THAN 1/2 INCH MUST BE ACCOMPLISHED BY MEANS OF A CURB RAMP, RAMP, ELEVATOR, OR PLATFORM LIFT. STAIRS SHALL NOT BE PART OF AN ACCESSIBLE ROUTE. (ANSI 403.3)

5) PARKING SPACES ALONG ACCESSIBLE ROUTES MUST BE STABLE, FIRM, AND SLIP RESISTANT. (ANSI 403.3) SURFACE TEXTURE SHALL BE FINISHED TO THE BUILDING OR FACILITY ENTRANCE AND MUST HAVE A FINISH SLOPE NO GREATER THAN 1:50. (ANSI 403.3)

6) PARKED VEHICLE OVERHANGS MUST NOT REDUCE THE CLEAR WIDTH OF AN ACCESSIBLE ROUTE TO LESS THAN 36". WHEN THE SIDEWALK TO A MINIMUM OF 5 FEET OR PROVIDE WHEEL STOPS 1.5 FEET FROM THE CURB. (ANSI 403.3, TABLE 403.3)

7) CURB RAMPS MUST BE PROVIDED WHEREVER AN ACCESSIBLE ROUTE CROSSES A CURB. (ANSI 406.1)

8) CURB RAMPS MUST BE PROVIDED WHEREVER AN ACCESSIBLE ROUTE CROSSES A CURB. (ANSI 406.1)

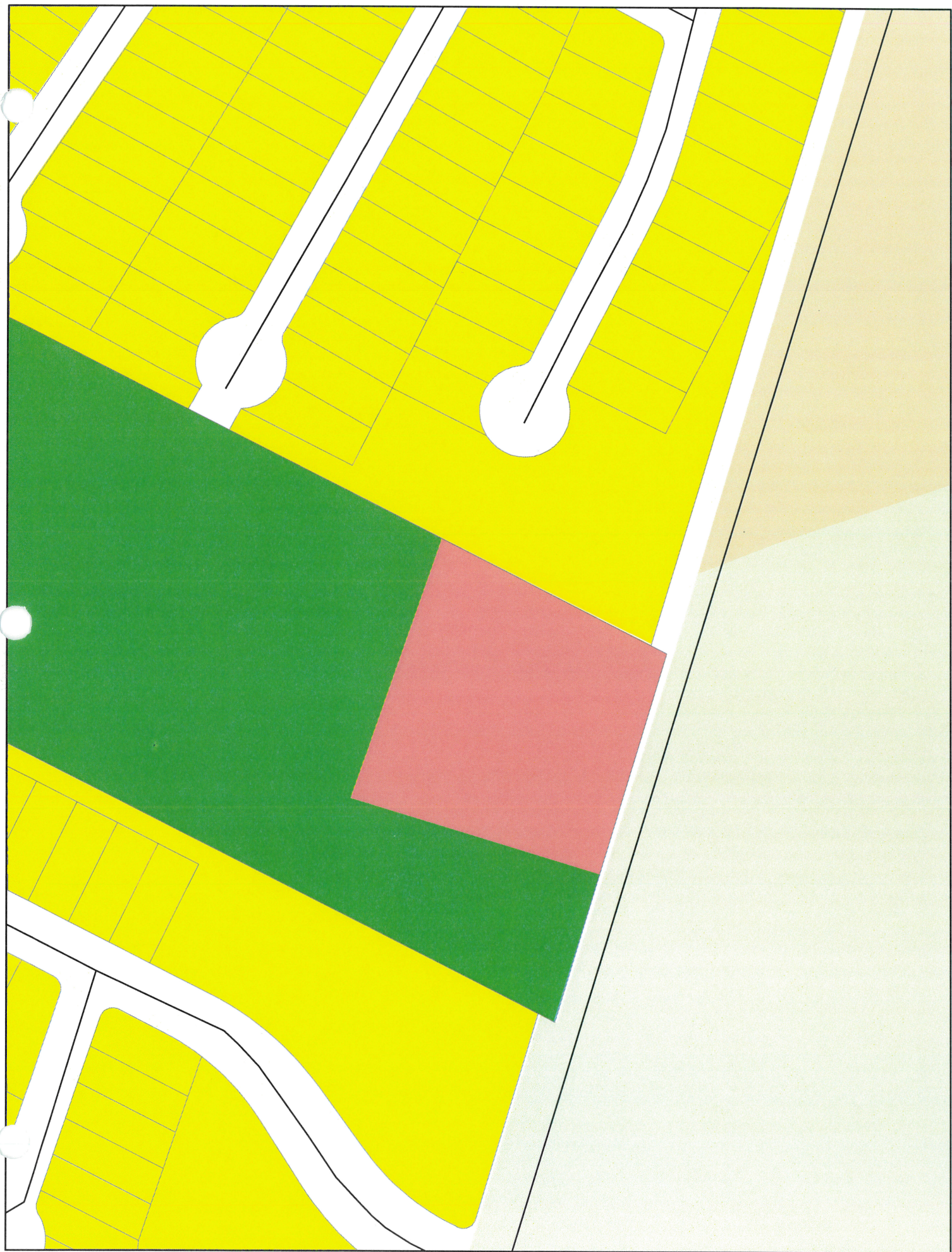
9) CURB RAMPS MUST BE PROVIDED WHEREVER AN ACCESSIBLE ROUTE CROSSES A CURB. (ANSI 406.1)

10) CURB RAMPS AT MARKED CROSSINGS MUST BE MOVED CONTAINED WITHIN THE MARKINGS, EXCLUDING ANY FLARED SIDES. (ANSI 406.1)













## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Scott Dunlop

**DEPARTMENT:** Development Services

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion and possible action on a Conditional Use Permit for Lot 1, Block 42, Town of Manor, locally known as 101 East Boyce Street to allow for a Day Care. Owner: Salvador Casiano-Jaramillo. Applicant: Thomesa Chester, Bright Beginning's Learning Center

**BACKGROUND/SUMMARY:**

This property was recently zoned Neighborhood Business. There is a site plan in review for parking, drainage, and landscaping improvements and renovation permit in review for ADA accessibility. This Conditional Use will allow for a Daycare to operate there.

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

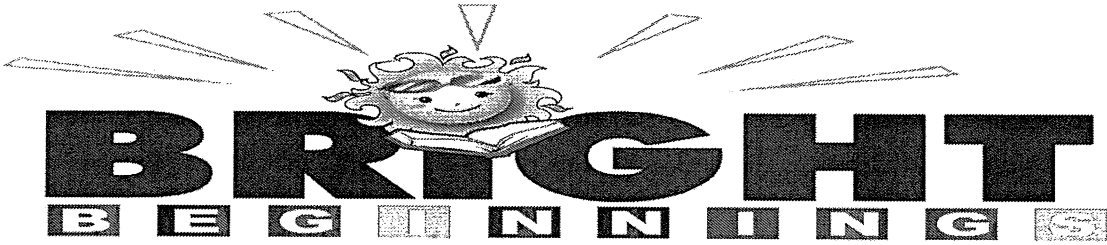
Daycare letter of intent  
Daycare business plan  
TXDOT ROW permit with site plan

**STAFF RECOMMENDATION:**

City staff has no recommendation on the request.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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City of Manor Planning

My name is Thomesa Chester and I will be the Director of Bright Beginnings Learning Center proposed at  
**101 E. Boyce St. Manor, TX 78653**

This letter of intent is to request a Conditional Use Permit to open a small family oriented learning center which caters to the median to the middle class families of Manor .

As a teacher, I have seen the need for affordable care which also addresses preparation for the public school system. I am grateful to the Manor City Council for their consideration and changing the zoning from Residential to a Neighborhood Business. I propose to open Bright Beginnings and operate Monday through Friday from 6:00 a.m. to 6:30 p.m. in an effort to address traffic patterns, as well as provide more accessibility to those families who have earlier shifts. By providing these times prior to other centers opening, and with re-routing traffic , we are able to provide an in and out type pattern which is a benefit to both parties. In addition, to stay within compliance with the Highway Right Away, Permits have been approved and issued by Tx Dot .

The support from the community has been amazing. Families from the Briar Creek Subdivision, Wild Horse, and Hamilton Point have praised the convenience, services proposed, and affordability. Although our center is governed by The Texas Department of Family and Protective Services, which will regulate the amount of children permitted on site, our goal has never been to max out. As an educator, I understand the importance of a small teacher to child ratio

I am a certified teacher of the Texas Education Agency, and my goal is to have an absolute learning atmosphere for the children of Manor. It is in this spirit, that I hope we are granted the Conditional Use Permit .

Sincerely,

Thomesa Chester

## **Bright Beginning's Learning Center**

**101 E. Boyce St.**

**Manor, TX 78653**

**Thomesa Chester /Center Owner-Director**

### Who are we?

Bright Beginning's Learning Center requests open this July 2017 providing childcare to the Manor City Limits and surrounding areas. . The Childcare/Development program caters to the development of children, ages 12 months to 5 years old/preschool age.

Business hours are Monday through Friday 6:00 a.m. to 6:30 p.m. The hours of operation were designed to address possible traffic concerns within the neighborhood . In addition, the monthly cost was carefully selected in an effort to provide affordable care with a focus on Early Education.

During most Holidays and School breaks, additional services are provided accordingly.

Children are placed in age appropriate groups which transitions according to age and physical development. Each transition class fosters physical, social, emotional and intellectual/cognitive growth, based on each child's individual development.

The Center's Director and staff will ensure a safe, family type environment filled with age appropriate activities, toys, structured daily activities, an outside play area, and a Nutritious snack. On Friday's ,at the expense of the Center, Pizza will be provided.

Bright Beginning's is located at 101 E. Boyce St. Manor ,TX. The center's location is contained within Travis County city limits.

Bright Beginning's is Solely owned and Directed by Thomesa H. Chester.

The Director has over 15 years current experience in the Child Development field, and holds a Bachelors Degree in Education and has been certified by The Texas

Education Agency as a Pre K-6<sup>th</sup> Grade Teacher. In addition, the Director has been an active board member of an Austin Based Youth Program since 1996. This program services in excess of 1,000 youth and family members annually through mentoring, education assistance, sponsorship of youth athletics, and coordination of an East Austin at risk Youth Program.

The Director has worked vigorously to provide and enforce a small, safe, family oriented place for all families to bring their children.

All Rules and Regulations set by the Texas Department of Family and Protective Services, will not only be adhered to, but also mastered. Only qualified staff will be offered employment opportunities at 'Bright Beginning's Learning Center'. All staff has mandatory continuing childhood education courses, up to date CPR/First Aid, and semi-annual background checks to ensure a safe and healthy environment.

As a mother of four school-aged children, Thomasa H. Chester (Director/Owner) has seen and experienced all levels of care. Through this experience she has first hand experience where the Child Care business needs improvement. It is in this spirit that "Bright Beginning's will offer an atmosphere of care, fun and nurturance that sometimes only a Mother can understand. Our facility will focus on the importance of the Whole Child to enhance their development in more ways than just "watching kids".

### Goals of the Business

The initial goal of the Director and Staff of the Center is to add to the progress and market of Austin's businesses and families through creating relationships. Our goal and purpose is to be a Reliable Provider of Child Care to working families of this area. The long-term goal is to become a stable asset to the community and form established relationships with the local businesses and families.

### How do we compare to the Local Competition?

Our local competitors in Child Care are numerous. Each of these Competitors offers many different types of care but lack some form of policy according to the Director of "Bright Beginning's Learning Center". Through analyzing the Tuition of Child Care, versus what is provided and careful market analysis, Bright Beginning's tuition is lower than the competitors as a service and acknowledgment of the average families income. In addition, as a previous Austin ISD school teacher (Grades PreK & 4<sup>th</sup>), the Director understands the expectation of public school and will provide a program for Pre K that incorporates the curriculum introduced prior the child becoming school aged.

Not only is 'Bright Beginning's' a place where children are kept while parents fulfill their daily responsibilities, it's a place where children are in the care of trusted

certified Adults, and surrounded by the most modern Activities and Curriculums that foster development, while paying a competitive Tuition to our counterparts.

#### Operations, Products, & Services

Providing Childcare from 12 months to Pre-School age(5 years) from 5 a.m. to 6:30 p.m.. Developmentally appropriate activities are provided for each child, along with a healthy snack.

#### Tuition Breakdown

<u>Ages</u>	<u>Monthly Fee</u>
12mo-18mo.	\$700.00
18mo.-3years	\$650.00
3-5 years	\$600.00

Operations will be handled by the Center Director (Thomesa H. Chester). The Director's responsibilities will include hiring and supervising employees, assuring that all Standards and Regulations are Complied with, communicating with parents, handling all issues that arise, Reading and Reviewing the Curriculum Guide Daily, Planning and executing a program that reflects the Center's philosophy and program, taking payments from Clients, handling late payments, and overseeing over all other operations (See Management & Personal)

During the hours of operation, the Director will supervise no more than two part-time employees and alternate as needed. When a new employee needs to be hired, the Director will be responsible for the reviewing of the budget and determine the available funds for the position.

For the safety and quality of care, the center will be staffed with two employees at all times.

All Employees are required to receive, and attend classes hosted by (Family Connections Resource Center) to complete certification in Sids ,CPR and First Aid **prior to being hired.**



- All employees will undergo a background check every 6mo-1 year to keep children safe.
- The employee will show competence in caring for and educating young children and will have the ability to communicate effectively with parents.
- Liability, Accident, and Molestation Insurance for the center will be maintained by the Director in the amount of 1 million dollars (Thomasa H. Chester)
- Safety of the Center, Planning the Program, and Maintaining the Records and Compliance Standards
- Nutrition and all Policies enforced by the Department of Child Safety will be maintained by the Director. Marketing will begin three months prior to business grand opening.

#### Duties of All Caregivers

1. Reading and reviewing the Curriculum Guide and Staff handbook
2. Preparing a written daily plan or project plan for review by the Director
3. Preparing projects and activities that reinforce themes and extended learning
4. Taking Daily attendance
5. Attending all staff meetings and in-service workshops
6. Reviewing children's records periodically; update as needed
7. Being attentive to health, sanitation, nutrition and safety at all times
8. Having materials in on time
9. Dressing and conducting one's self in a professional manner
10. Recording information pertinent to a child's development
11. Recording accidents in an accident log

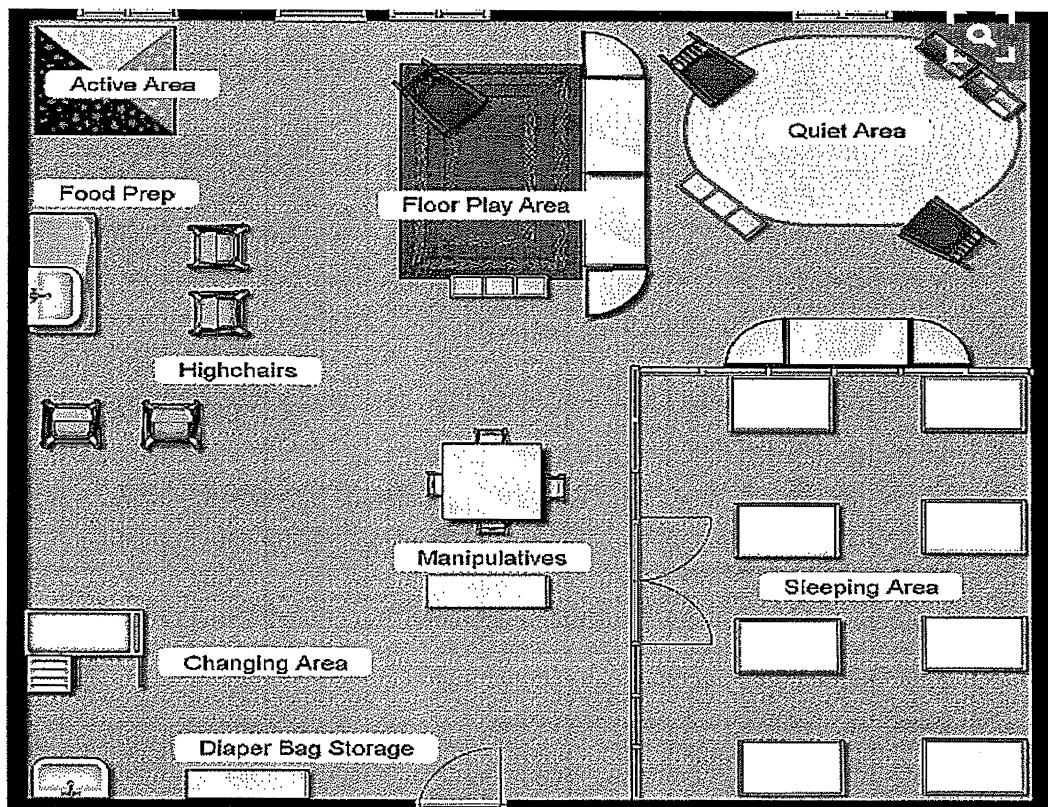
## **Education Outlook**

Our curriculum is based on our knowledge of the developmental process, the individual child's needs and interests, and the child's family culture. The curriculum focuses on the development of the "whole child", that is, it considers all areas of development - physical, language, social-emotional, and cognitive. The curriculum also teaches concepts and develops skills that are meaningful to the child's developmental understanding.

Students who are approaching Pre Kinder will be exposed to teachers who weekly use a planning process that includes observation, assessment, developmental goals, developmentally appropriate practice and reflection. Based on this information, the curriculum emerges over time and guides how we set up the environment; the activities, experiences and interactions provided and the routines and schedules within the classroom.

Our daily schedules allow for blocks of time for indoor and outdoor free-choice activities; small and large group activities; snacks and lunch; clean-up, toileting and other routines. Classrooms are arranged in interest centers. Most of the day children are encouraged to move around the classroom at their own pace and select activities of interest. During this time, teachers interact with children to extend or enhance their play by asking questions, supporting problem-solving, offering ideas or materials, and observing or assessing what

children know. Depending upon the age, some of the activities each day may be more teacher-directed or guided. Teachers will be required to plan their weeks around a topic or issue in which the children have shown an interest; a current event in the family, school or community; or a developmental task or skill that our experienced teachers recognize as important to that age group. Interest areas, activities and materials may reflect this theme. Other topics, concepts and skills may also be integrated into the plan for that week. Often topics or themes may extend over several weeks as children's interest continues to cause a theme to evolve. Teachers act as facilitators of the child's natural interests and urge to learn, based on what would be expected as the child enters Pre Kindergarten.



**Infant Transition Classroom (12 months-18 months) 5/ 13 max per 2**

**Moon Room**

Goal 1: To ensure the safety of all of our children during all routines and activities and to be alert and attentive at all times. We constantly make certain that the outside play area as well as the indoor space is safe and secure and that we provide a healthy environment.

- Goal 2: To provide a safe, healthy, and attractive environment for the children. We will do this by arranging the classroom in a way to stimulate their learning skills.
- Goal 3: To provide physical activities that support large and small muscle development.
- Goal 5: To provide age-appropriate activities that encourage curiosity and use of the five senses.
- Goal 6: To support social and emotional development through positive guidance and interactions.
- Goal 7: To develop caring and sharing partnerships with all parents. Communication is provided through newsletters, daily report forms, daily conversations, and parent-teacher conferences.

## **Toddler Classrooms (19-35 months) 9/18 per 2**

### **Star Class**

#### **Emotional Goals**

- Begins to show empathy for others
- Feels safe and secure away from parents
- Shows affection or dislikes
- Shows pride in new accomplishments
- Asserts self appropriately
- Exhibits contrasting moods (stubborn to compliant)

#### **Social Goals**

- Imitates others
- Influences or persuades others
- Helps at clean-up time
- Tries to please others
- Exhibits an intense interest in adult language
- Enjoys "exploring" with others

#### Physical Goals

- Sits well in chair
- Climbs up steps
- Marches in place
- Rolls, throws, and kicks ball
- Stacks blocks
- Uses a crayon or paintbrush
- Attempts to put on shoes, socks, jacket
- Washes and dries hands
- Uses a spoon

## Sun Room

### Preschool (3years- School Aged) Class 15/30 per 2

Our living and learning environment is designed to meet the overall needs of preschoolers and to facilitate their development through age-appropriate experiences. Due to the individuality of each child expectations vary; each child is challenged but not hurried. Ideally, the following goals should be met by the time a child enters kindergarten.

#### Emotional Goals

- Displays a sense of security
- Exhibits self-confidence
- Has a positive attitude
- Shows a desire to learn
- Is willing to try something new

#### Behavioral Goals

- Listens attentively
- Follows directions
- Focuses on task at hand
- Is not disruptive
- Exhibits self-control
- Uses toys and materials appropriately

### Self-Help Goals

- Puts on wrap without assistance
- Puts on shoes without assistance
- Takes care of own toileting needs
- Cleans up after self at snack, lunch
- Tries to solve problems independently
- Participates in classroom clean-up

### Social Goals

- Plays cooperatively
- Helps others
- Interacts positively with peers
- Interacts positively with adults
- Stands up for own rights
- Resolves conflicts peacefully
- Exhibits good manners; courteous

### Language Goals

- Speaks clearly
- Has age-appropriate vocabulary
- Uses personal pronouns correctly
- Expresses needs and ideas verbally
- Recites jingles and rhymes
- Tells event or story in sequence
- Follows 3-step verbal directions

### Physical Goals (Large Muscle)

- Is well coordinated
- Displays good balance
- Exhibits skill on playground equipment (climber, swing, slide, etc.)
- Pedals tricycle
- Builds with blocks
- Throws/catches ball

### Physical Goals (Small Muscle)

- Pours milk/juice into cup
- Holds pencil correctly
- Can cut with scissors
- Can manipulate fasteners
- Unties a bow and/or loose knot
- Draws a recognizable person

- Writes own name

### Cognitive Goals

- Demonstrates knowledge of colors
- Demonstrates knowledge of shapes
- Demonstrates knowledge of numbers
- Demonstrates knowledge of letters
- Can work a 10-piece puzzle
- Recognizes own name (written)
- Knows "left" and "right"
- Displays competence on computers

### Personal Information Goals

- Knows full names
- Knows age
- Knows birthday
- Knows telephone number
- Knows street address
- Knows first and last name(s) of parent(s)

### Daily Centers:

**Literacy:** Here, children explore the world of books and feel safe and secure as they are introduced to reading. Brightly illustrated children's books are displayed on low shelves. In front of them, children are curled up on a rug with the books they have selected. They lounge against large, comfortable, multi-colored cushions as a teacher helps them sound out words. Children with headsets listen to tapes of stories, following the pictures in their books. Others gesture intently as a teacher reads a favorite story. Sometimes there are chairs and small tables with paper and crayons and markers for children to practice drawing and writing.

**Dramatic play or housekeeping:** Children experiment with different roles as they explore the familiar and the unknown through pretend play. This area is filled with props and dress-up clothes to encourage imagination. One day it might be a kitchen with a play stove, sink and dishes; the next day it might be a post office, restaurant, or airplane. Children learn to work with other children, to share and to make compromises (who gets to be the mother? The father? The baby?). They also practice verbal skills and develop an understanding of symbolic representation that leads to the development of reading and writing skills.

**Manipulative play:** One child is carefully stringing beads into colorful patterns, a second is building a complex structure out of Legos, and a third is bent over a puzzle, deep in concentration. In this area, shelves are filled with puzzles, pegboards, beads, and other small construction toys. Children develop fine motor skills by using their fingers and hands in creative ways. They learn hand/eye coordination and practice problem-solving skills.

**Blocks:** Two children are working together to build "the highest tower in the whole world." A girl is constructing a bridge and a boy is loading little people into cars for a journey over the girl's bridge and down the road he has just completed. Wooden blocks of different sizes and shapes are arranged on shelves along with small cars and an assortment of "little people" to encourage children to build replicas of their world, or creations of their imaginations as they practice symbolic representation. They are developing an understanding of the relationships between size and shape, and the basic math concepts of geometry and numbers.

**Art:** Here are the raw materials for creativity – colored paper, crayons, markers, tape, paste, safe scissors – set out on shelves and tables. One child is tracing the outlines of leaves; another is cutting out shapes and pasting them in patterns on colored paper. A third is painting at an easel, and a fourth is making a hippopotamus out of play-dough. Art projects may be done either independently or simultaneously as a class activity. Children are developing small muscle control and hand/eye coordination, as well as creativity.

**Large motor skills:** Children crawl through tunnels, climb and balance, hop and jump, and bounce and dribble balls, developing coordination, balance, and large muscle control. Some classrooms have an area designed especially to encourage the use and development of large muscles. Other preschools will have a separate room with tunnels, balls, and climbing equipment.

**Rug:** This is where the entire class gathers to listen as the teacher reads a story or explains an upcoming project. Children often begin and end the day on the rug area.

**Sensory:** One child is experimenting at the water table to find out what floats and what sinks. Another is pouring sand through a funnel into containers of different sizes. Water and sand tables equipped with boats, cups, funnels, and sieves encourage children to explore mediums like water and sand, to understand the physical world, and to develop concepts underlying math and physics.

**Science:** Plants, classroom pets, and aquariums are found here. One child may plant a seed in a pot, carefully patting down the soil, while another measures the temperature in the aquarium, a third feeds the guinea pig, and a fourth examines a seashell. The teacher puts out interesting objects from nature, such as leaves, rocks, and seashells, for children to examine with a magnifying glass, plus paper and markers to draw them.

**Computer:** Several children are clustered around a computer checking the charts and picture next to it. Some classrooms will have a table against a wall with one or more computers with chairs grouped around them to encourage children to work together. They will stock basic early-learner software such as phonics or counting games.

**Outdoor playground:** Outside, there will also usually be a safe, enclosed area with structures for climbing and balancing, and balls of different sizes to encourage large muscle control and coordination.



## Regulation Group and Individual Classroom Sizes

### Group Sizes per 2 Caregivers

**If the specified age of the children in the group is...**

**Then the maximum group size and number of children two or more caregivers may supervise is...**

12 – 17 months 13

18 – 23 months 18

2 years 22

3 years 30

4 years 35

5 years 35

**Then the maximum number of children one caregiver may supervise is...**

12 – 17 months 5

18 – 23 months 9

2 years 11

3 years 15

4 years 18

5 years 22



# Permit to Construct Access Driveway Facilities on Highway Right of Way

Form 1058  
(Rev. 05/13)  
Page 1 of 2

PERMIT NUMBER: <u>010-17-35899-DP</u>			
REQUESTOR		GPS*	ROADWAY
		LATITUDE, LONGITUDE	HWY NAME LP 212
		30.34218926, -97.55735676	FOR TxDOT'S USE
NAME SALVADOR CASIANO		CONTROL	0114
MAILING ADDRESS PO BOX 143201		SECTION	20
CITY, STATE, ZIP AUSTIN, TX 78714			
PHONE NUMBER 5128254443			
*GLOBAL POSITIONING SYSTEM COORDINATES AT INTERSECTION OF DRIVEWAY CENTERLINE WITH ABUTTING ROADWAY			

The Texas Department of Transportation, hereinafter called the State, hereby authorizes SALVADOR CASIANO, hereinafter called the Permittee, to ☒ construct / ☐ reconstruct a RESIDENTIAL (residential, convenience store, retail mall, farm, etc.) access driveway on the highway right of way abutting highway number LP 212 in TRAVIS County, located 101 E. BOYCE ST, MANOR TX TRM 0546 +0.45

USE ADDITIONAL SHEETS AS NEEDED

Subject to the Access Driveway Policy described on page 2 and the following:

1. The undersigned hereby agrees to comply with the terms and conditions set forth in this permit for construction and maintenance of an access driveway on the state highway right of way.
2. Design of facilities shall be as follows and/or as shown on sketch on page 2 and is subject to conditions stated below.

*we are putting Asphalt on the side of the house on Lexington Street, to make street parking.*

All construction of materials shall be subject to inspection and approval by the State.

3. Maintenance of facilities constructed hereunder shall be the responsibility of the Permittee, and the State reserves the right to require any changes, maintenance or repairs as may be necessary to provide protection of life or property on or adjacent to the highway. Changes in design will be made only with approval of the State.
4. The Permittee shall hold harmless the State and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit.
5. Except for regulatory and guide signs at county roads and city streets, the Permittee shall not erect any sign on or extending over any portion of the highway right of way, and vehicle service fixtures such as fuel pumps, vendor stands, or tanks and shall be located at least 12 feet from the right of way line to ensure that any vehicle services from these fixtures will be off the highway right of way.
6. The State reserves the right to require a new access driveway permit in the event of a material change in land use or change in driveway traffic volume or vehicle types.
7. This permit will become null and void if the above-referenced driveway facilities are not constructed within six (6) months from the issuance date of this permit.
8. The Permittee will contact the State's representative GREG STEPHENS telephone, ( 512 ) 585-3084, at least twenty-four (24) hours prior to beginning the work authorized by this permit.
9. The requesting Permittee will be provided instructions on the appeal process if this permit request is denied by the State.

5-2-17

Date of Issuance

*[Signature]*  
State Authorized Representative

The undersigned hereby agrees to comply with the terms and conditions set forth in this permit for construction and maintenance of an access driveway on the highway right of way.

Date: 4/12/17

Signed: Salvador Casiano  
(Property owner or owner's representative)

## **Access Driveway Policy**

Title 43 Texas Administrative Code (Transportation), Chapter 11 (Design), Subchapter C (Access Connections To State Highways) and the "Access Management Manual" establish policy for the granting of access and the design, materials, and construction of driveways connecting to state highways. All driveway facilities must follow this policy.

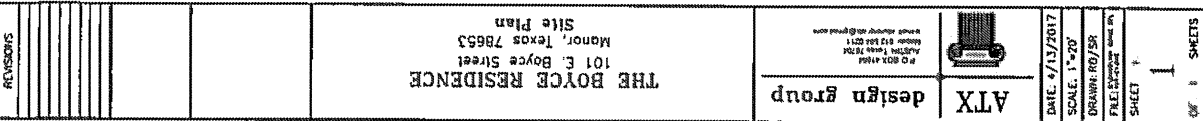
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### **TxDOT Driveway Permit Request Contact**

For a local contact for your TxDOT Driveway Permit Request visit: <http://www.txdot.gov/inside-txdot/district.html>. You can click on the section of the map closest to your location to find the local TxDOT office. You can also click on the drop down box below the map to find the district for your county.

### **Sketch of Installation**

(Use additional sheets as needed)

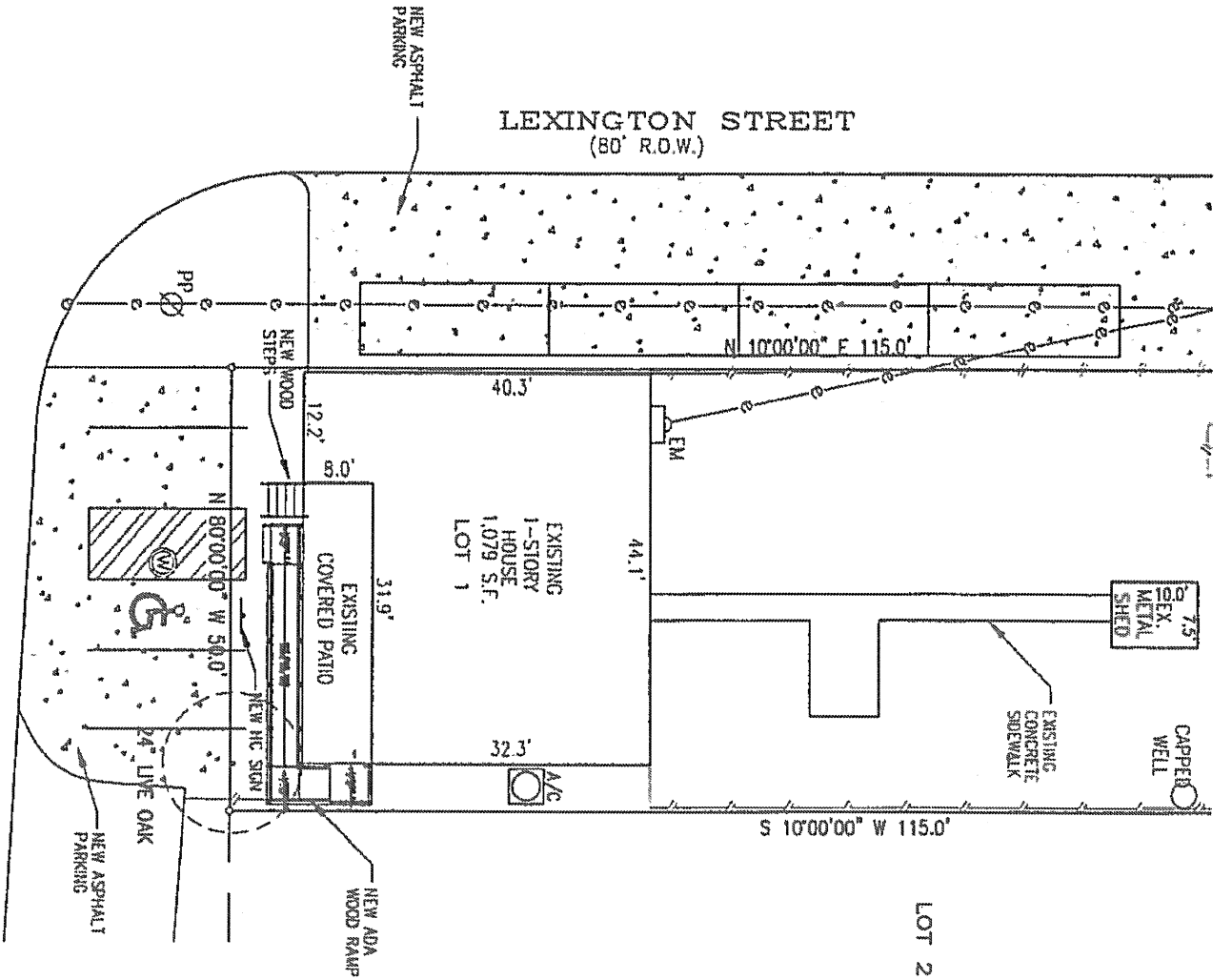


CONTRACTOR SHALL REPORT ANY DISCREPANCIES, OMISSIONS OR INCONSISTENCIES ON THE DRAWINGS TO THE ENGINEER FOR VERIFICATION BEFORE STARTING CONSTRUCTION. OWNER AND ENGINEER ARE NOT RESPONSIBLE FOR ANY ERRORS IN CONSTRUCTION WHERE SUCH DISCREPANCIES, OMISSIONS OR INCONSISTENCIES HAVE NOT BEEN PROPERLY REPORTED IN A TIMELY MANNER. CONTRACTOR TO FIELD VERIFY LOCATION, TYPE, AND SIZE OF EXISTING UTILITIES. CONTACT AUSTIN AREA "ONE CALL CENTER" AT (800) 244-8377 FOR EXISTING UTILITY LOCATIONS. CONTRACTOR TO FIELD VERIFY LOCATION, TYPE, AND SIZE OF ALL ONSITE EXISTING UTILITIES.

1. ALL EXISTING UTILITIES TO BE SHUT OFF, CUT OR PLACED PRIOR TO BECOMING DISCUSSION WORK  
2. CONTRACTOR TO FIELD VERY BUILDING ELEVATIONS AND EXISTING UTILITIES  
3. ALL DIMENSIONS ARE TO FACE OF STUD OR WALCOURY UNLESS OTHERWISE INDICATED  
4. WORK SHALL COMPLY WITH ALL APPLICABLE CODES AND ORDINANCES

NET SITE AREA: 7,020 S.F. (0.1612 AC)	
FLOOR TO AREA RATIO: 0.11	
ZONING: HATCHERWOOD BUSINESS- M8	
UNPERMITTED COVER:	EXISTING
BUILDING:	1,079 S.F. (11.0%)
CONCRETE:	0 S.F. (0.0%)
ASPHALT:	0 S.F. (0.0%)
PORCH:	552 S.F. (01.6%)
<b>TOTAL</b>	<b>1,631 S.F. (23.23%)</b>
PERMITTED COVER:	2,102 S.F. (29.94%)
GOOD GRASS:	

E. BOYCE STREET  
(80' R.O.W.)



# LEGEND

- RECORD CALL ( )
- OVERHEAD ELECTRIC
- WOOD FENCE
- WROUGHT IRON FENCE
- CHAIN LINK FENCE
- UTILITY POLE
- WATER METER
- GAS METER
- SEWER MANHOLE
- LIGHT POLE
- CLEAN OUT
- ELECTRIC METER
- UNDERGROUND ELECTRIC DISCONNECT
- FIRE HYDRANT
- TREE
- DRIP EDGE

NOT TO SCALE  
STARTING CONSTRUCTION  
NOT RESPONSIBLE  
CONSTRUCTION  
OMISSIONS OR  
PROPERLY REPAIR  
CONTRACTOR TO  
SIZE OF EXISTING  
"ONE CALL CENTER"  
EXISTING UTILITIES  
VERIFY LOCATIONS  
EXISTING UTILITIES

1. ALL EXISTING UTILITIES
2. CONTRACTOR TO VERIFY LOCATIONS
3. ALL DIMENSIONS OTHERWISE INDICATED
4. WORK SHALL BE

## IMPERVIOUS

NET SITE AREA: 7 FLOORS TO AREA F ZONING: NEIGHBORHOOD IMPERVIOUS COVER BUILDING: CONCRETE ASPHALT:

## TOTAL

PERVIOUS COVER: GOOD GRASS:



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Scott Dunlop

**DEPARTMENT:** Development Services

---

**AGENDA ITEM DESCRIPTION:**

Consideration, discussion and possible action on a Concept Plan for the Village at Manor Commons, three hundred and seventy-five (375) single family lots on 75.981 acres located near the intersections of FM 973 and Old Highway 20. Owner: Barth Timmermann. Applicant: Matt Mitchell, ALM Engineering

**BACKGROUND/SUMMARY:**

This is the single family residential portion of Manor Commons SE/Village at Manor Commons PUD. It is 375 single family lots (369 home lots, 1 drainage lot, 2 landscape lots, and 3 access lots). The home lots are 40' and 50' width with 145 at 40' and 224 at 50'. The Concept plan was approved by our engineers and recommended for approval from Planning Commission.

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Concept Plan  
Engineer Letters  
Approval Letter

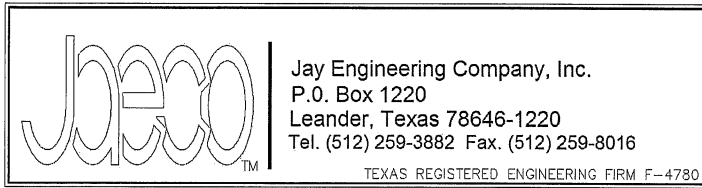
**STAFF RECOMMENDATION:**

It is city staff's recommendation to approve the Village at Manor Commons Concept Plan.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

---





Date: Tuesday, April 18, 2017

Matt Mitchell  
ALM Engineering, Inc.  
1705 Capital of TX Hwy, Ste 150  
Austin TX 78746  
almeng@sbcglobal.net

Permit Number 2017-P-1042  
Job Address: , Manor, TX. 78653

Dear Matt Mitchell,

The first submittal of the Village at Manor Commons Concept (*Concept Plan*) submitted by ALM Engineering, Inc. and received on May 03, 2017, have been reviewed for compliance with the City of Manor Zoning Ordinance 263B.

#### **Engineer Review**

The review of the submittal package has resulted in the following comments. Should you have any questions or require additional information regarding any of these comments, please contact Pauline Gray, P.E. by telephone at (512) 259-3882 or by email at pgray@jaeco.net.

1. Signature blocks for Planning and Zoning and City Council should be added to the Concept Plan.
2. Per Section 21(c)(2) of Subdivision Ordinance 263B, a North arrow and date prepared should be shown on the Concept Plan.
3. Adjacent property on the East side of the proposed development should be labeled.
4. The proposed phase lines, property line and ETJ lines are hard to distinguish from one another. These lines should be clearly shown on the plan.
5. Section 21(c)(6) of Subdivision Ordinance 263B requires that topographic contours be shown on the Concept Plan. There are contours shown, but the elevations are difficult to read.
6. Section 21(c)(7) of Subdivision Ordinance 263B requires that proposed major categories of land use by acreage be shown on the concept plan.
7. The estimated number of LUEs required for the lots should be shown on the Concept Plan per Section 21(c)(8) (i) of Subdivision Ordinance 263B.
8. Remove labels for proposed water distribution system.
9. Section 21(c)(12) of Subdivision Ordinance 263B requires significant existing features such as roads, buildings, utilities and drainage structures located within 200 feet of the property be shown on the Concept Plan.

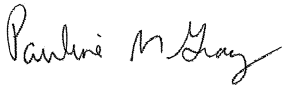


4/18/2017 10:36:12 AM  
Village at Manor Commons Concept  
2017-P-1042  
Page 2

Please revise the project plans to address the comments noted above. Following revision, please upload one full set of the revised drawings in PDF format. Please include a comment response narrative indicating how comments have been addressed with your plan resubmittal. To access your project online, please go to [www.mygovernmentonline.org](http://www.mygovernmentonline.org) and use the online portal to upload your drawings in PDF format.

Additional comments may be generated as requested information is provided. Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete, or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy, and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance.

Thank you,

A handwritten signature in cursive script, reading "Pauline M. Gray".

Pauline Gray, P.E.  
Staff Engineer  
Jay Engineering Company, Inc.



May 2, 2017

RE: COMMENT RESPONSE #1  
Permit Number 2017-P-1042  
Job Address: , Manor, TX. 78653

To Whom it May Concern,

In response to your comments dated April 18, 2017 please see the following.

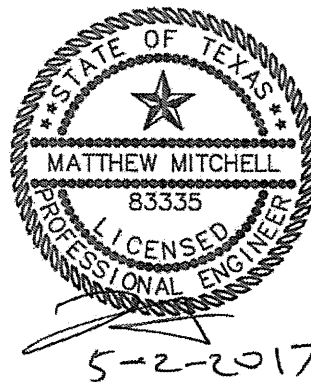
**Engineer Review**

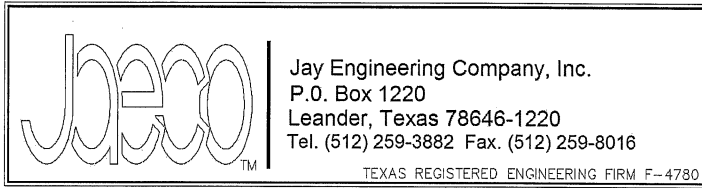
1. Signature blocks for Planning and Zoning and City Council should be added to the Concept Plan.  
RESPONSE: Added.
2. Per Section 21(c)(2) of Subdivision Ordinance 263B, a North arrow and date prepared should be shown on the Concept Plan.  
RESPONSE: Added.
3. Adjacent property on the East side of the proposed development should be labeled.  
RESPONSE: Added.
4. The proposed phase lines, property line and ETJ lines are hard to distinguish from one another. These lines should be clearly shown on the plan.  
RESPONSE: Linetypes have been adjusted.
5. Section 21(c)(6) of Subdivision Ordinance 263B requires that topographic contours be shown on the Concept Plan. There are contours shown, but the elevations are difficult to read.  
RESPONSE: Contour labels have been enlarged.
6. Section 21(c)(7) of Subdivision Ordinance 263B requires that proposed major categories of land use by acreage be shown on the concept plan.  
RESPONSE: Lane uses have been shown.
7. The estimated number of LUEs required for the lots should be shown on the Concept Plan per Section 21(c)(8)(i) of Subdivision Ordinance 263B.  
RESPONSE: LUE's have been shown.
8. Remove labels for proposed water distribution system.  
RESPONSE: Labels have been removed.
9. Section 21(c)(12) of Subdivision Ordinance 263B requires significant existing features such as roads, buildings, utilities and drainage structures located within 200 feet of the property be shown on the Concept Plan.  
RESPONSE: Added.

If you have any questions or comments, please contact me at 512-431-9600.

Sincerely

Matthew Mitchell, P.E.





Date: Monday, May 15, 2017

Matt Mitchell  
ALM Engineering, Inc.  
1705 Capital of TX Hwy, Ste 150  
Austin TX 78746  
almeng@sbcglobal.net

Permit Number 2017-P-1042  
Job Address: , Manor 78653

Dear Matt Mitchell,

We have conducted a review of the concept plan for the above-referenced project, submitted by Matt Mitchell and received by our office on May 03, 2017, for conformance with the City of Manor Subdivision Ordinance 263B. The Plans appear to be in general compliance with City Ordinance requirements and we therefore take no exception to their approval as presented.

Review of this submittal does not constitute verification that all data, information and calculations supplied by the applicant are accurate, complete or adequate for the intended purpose. The engineer of record is solely responsible for the completeness, accuracy and adequacy of his/her submittal, whether or not City Engineers review the application for Ordinance compliance. Please call if you have any questions or need additional information.

Sincerely,

A handwritten signature in cursive script that reads "Pauline M. Gray".

Pauline Gray, P.E.  
Staff Engineer  
Jay Engineering Company, Inc.



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Tom Bolt

**DEPARTMENT:** Administration

---

**AGENDA ITEM DESCRIPTION:**

Take action as determined appropriate, in the City Council's discretion, regarding economic development negotiations and proposed economic incentives.

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐ YES ☐ NO

**ATTACHMENTS:** ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

**STAFF RECOMMENDATION:**

It is City staff's recommendation, that the City Council

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

---



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Scott Dunlop

**DEPARTMENT:** Development Services

---

### AGENDA ITEM DESCRIPTION:

Consideration, discussion and possible action on a first reading of an ordinance rezoning 127.220 acres more or less, located in the A.C. Caldwell Survey, Abstract No. 124, Travis County, Texas, and being a portion of that certain called 267.942 acre tract of land conveyed to Sky Village Kimbro Estates, LLC, as described in document number 2016214460, Official Public Records of Travis County, located near the intersections of Bois D'Arc Road and Tower Road, from R-1 Single Family to R-2 Single Family with a waiver from Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(j) Height and Placement Requirements, Chart 1 to allow for 6,000 square foot lots. Owner: Gordon Reger, Sky Village Kimbro Estates LLC. Applicant: Alex Granados, Kimley-Horn

### BACKGROUND/SUMMARY:

This request is for R-2 Single Family zoning with a lot size waiver. Normally under R-2 the lot size is 7,200 sf, 1,000 sq ft home minimum, 50' wide lot, and allows for duplexes. The included waiver is for the lot size to allow 6,000 sf, which could be 50' x 120', which is comparable to Presidential Glen, to which this development is attached. Part of the waiver is an agreement that the minimum home size will be 1,500 sf and a masonry requirement that excluded Hardie Board so the fronts and portions of the sides will be brick or stone. The Planning Commission heard the zoning portion on 6/14 and recommended denial due to increased traffic, poor road conditions, and excessive run-off drainage to downstream property owners.

**PRESENTATION:** ☐ YES ☒ NO

**ATTACHMENTS:** ☒ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

Zoning Ordinance  
Waiver Request  
Area to be zoned  
Survey

### STAFF RECOMMENDATION:

It is City staff's recommendation, that the City Council approve the first reading of an Ordinance rezoning 127.220 acres from R-1 Single Family to R-2 Single Family with a waiver from Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(j) Height and Placement Requirements, Chart 1 to allow for 6,000 square foot lots.

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

---

## **ORDINANCE NO.**

### **AN ORDINANCE OF THE CITY OF MANOR, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING A PARCEL OF LAND FROM SINGLE FAMILY RESIDENTIAL (R-1) TO SINGLE FAMILY RESIDENTIAL (R-2) WITH CONDITIONS; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, the owner of the property described hereinafter (the "Property") has requested that the Property be rezoned, and;

**WHEREAS**, after giving ten days written notice to the owners of land within three hundred feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council, and;

**WHEREAS**, after publishing notice of the public at least fifteen days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired, and;

**WHEREAS**, the property owner has requested a waiver from Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(j) Height and Placement Requirements, Chart 1, and;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:**

**SECTION 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**SECTION 2. Amendment of Ordinance.** City of Manor Code of Ordinances Chapter 14 Exhibit A Zoning Ordinance ("Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

**SECTION 3. Rezoned Property.** The Zoning Ordinance is hereby amended by changing the zoning district for the land and parcel of property described in Exhibit "A" (the "Property"), from the current zoning district Single Family Residential (R-1) to zoning district Single Family Residential (R-2) with the conditions described in Exhibit "B" (the "Waiver"). The Property is accordingly hereby rezoned to Single Family Residential (R-2) with conditions.

**SECTION 4. Open Meetings.** That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

**ORDINANCE NO.**

**Page 2**

**PASSED AND APPROVED FIRST READING** on this the 21st day of June 2017.

**PASSED AND APPROVED SECOND AND FINAL READING** on this the 5th day of July 2017.

**THE CITY OF MANOR, TEXAS**

---

Rita G. Jonse,  
Mayor

**ATTEST:**

---

Frances Aguilar, TRMC, CMC  
City Secretary



**EXHIBIT “A”**

Property Legal Description:

127.220 acres more or less, located in the A.C. Caldwell Survey, Abstract No. 124, Travis County, Texas, and being a portion of that certain called 267.942 acre tract of land conveyed to Sky Village Kimbro Estates, LLC, as described in document number 2016214460, Official Public Records of Travis County

**EXHIBIT “B”**

Waiver from Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(j) Height  
and Placement Requirements, Chart 1

May 04, 2017

City of Manor  
Attn: Scott Dunlop  
105 E. Eggleston St.  
Manor, Texas 78653

**Re: Sky Village Rezoning  
Rezoning – Letter of Intent  
NE corner of Bois D Arc and Tower Rd  
Manor, Texas 78653**

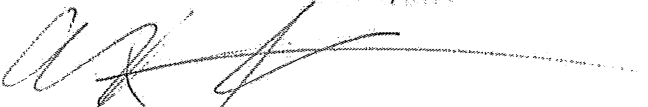
To Whom It May Concern:

Please accept this Summary Letter for the above referenced project. The proposed Sky Village development is located at the northeast corner of Bois D Arc Rd and Tower Rd in Manor, Texas, Travis County. The existing property is approximately 268 acres. The proposed rezoning is for the entire tract. From R-1 zoning to R-2.

The proposed development intends to provide single family housing, as well as parkland. If you have any questions or comments regarding this request, please contact me at 512-418-1771.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Alex Granados, E.I.T.  
Civil Analyst

May 11, 2017

City of Manor  
Attn: Scott Dunlop  
105 E. Eggleston St.  
Manor, Texas 78653

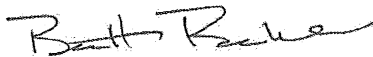
**Re: Sky Village Rezoning & Request for Waiver  
Request from Code of Ordinances, Chapter 14 Exhibit A,  
Article II, Section 20(j) Height and Placement Requirements, Chart 1**

To Whom It May Concern:

Kimley-Horn on behalf of Sky Village Kimbro Estates LLC is requesting a waiver from the Manor Code of Ordinances, Chapter 14, Exhibit A, Article II, Section 20(j) Height and Placement Requirements. Chart 1 indicated a minimum lot sq. ft. area of 7,200 SF. We request that the minimum lot sq. ft. area be reduced to 6000 SF. As a condition of granting this waiver, Sky Village Kimbro Estates LLC agrees to maintain a minimum home size of 1500 SF with 100% stone/brick masonry (excluding Hardie board/masonry products) on the front of all homes and the remaining 3 sides totaling 100% stone/brick masonry. Sky Village Kimbro Estates LLC also agrees on the restriction of duplexes on rezoned property.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Brett Burke  
Project Manager

**LEGAL DESCRIPTION**  
**127.220 ACRES OF LAND**

127.220 acres of land located in the A.C. Caldwell Survey, Abstract Number 154, Travis County, Texas and being a portion of that certain called 267.942 acre tract of land conveyed to Sky Village Kimbro Estates, LLC, as described in Document Number 2016214460, Official Public Records of Travis County, Texas; said 127.220 acres being more particularly described as follows:

**BEGINNING**, at a found 60D nail located in the southeasterly right of way line of Bois D Arc Road and marking the most westerly southwest corner of the said 267.942 acres;

**THENCE**, along the southeasterly right of way line of Bois D Arc Road, the following courses:

North 26deg 34' 25" East, a distance of 97.95 feet, to a point;  
North 27deg 29' 03" East, a distance of 2033.50 feet, to a found ½ inch iron rod;

**THENCE**, leaving the southeasterly right of way line of Bois D Arc and along the boundary lines of the said 267.942 acre tract, the following courses:

South 62deg 00' 08" East, a distance of 1087.10 feet, to a point;  
South 27deg 59' 52" West, a distance of 546.56 feet, to a point;  
South 52deg 43' 04" East, a distance of 667.78 feet, to a point;  
South 39deg 17' 57" East, a distance of 485.70 feet, to a point;  
South 30deg 19' 16" East, a distance of 1155.97 feet, to a point;  
South 62deg 32' 46" East, a distance of 552.04 feet, to a found ½ inch iron rod;  
South 26deg 28' 58" West, a distance of 604.34 feet, to a point;  
South 26deg 46' 43" West, a distance of 346.69 feet, to a found 1" iron pipe;  
North 62deg 59' 47" West, a distance of 238.66 feet, to a found 60D nail;  
North 63deg 39' 43" West, a distance of 66.97 feet, to a found 1" iron pipe;  
North 62deg 38' 12" West, a distance of 695.93 feet, to a point;  
North 62deg 42' 20" West, a distance of 330.87 feet, to a point;  
North 26deg 23' 28" East, a distance of 379.90 feet, to a found ½ inch iron rod;  
North 64deg 58' 30" West, a distance of 812.74 feet, to a found 60D nail;  
North 64deg 44' 31" West, a distance of 669.79 Feet, to a found 60D nail;  
North 63deg 33' 33" West, a distance of 909.33 feet, to the **POINT OF BEGINNING** and containing 127.220 acres (5,541,696 square feet) of land, more or less.

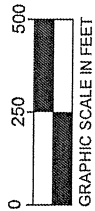
Bearing system based on the Texas Coordinate System of 1983, Central Zone (4203), North American Datum of 1983.

This document was prepared under 22 TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.

*James W. Russell*  
5/10/17

James W. Russell  
Registered Professional Land Surveyor No. 4230  
Kimley-Horn and Associates, Inc.  
601 NW Loop 410, Suite 350  
San Antonio, Texas 78216  
Ph. 210-541-9166  
[jim.russell@kimley-horn.com](mailto:jim.russell@kimley-horn.com)  
TBPLS Firm No. 10193973





LEGEND

IRFC = 1/2" IRON ROD WITH "KHA" CAP  
FOUND  
IRF = 1/2" IRON ROD (UNLESS  
OTHERWISE NOTED)

BOIS D. ARC RD.  
(VARIABLE R.O.W.)

N27°29'03"E 2033.50'

(13.502 ACRES)  
DOC.2003234510  
TUAN V. NGUYEN & NHIEU T. & QUYN  
LEMUEL KIMBRO SURVEY,  
ABSTRACT NO. 456 S61°57'20"E  
317.09'

1/2" IRF

S62°00'08"E 1087.10'

CRAIG & TAMMY  
JOHNSON  
DOC. 2000050056

1/2" IRF  
S27°59'52"W  
546.56'

A.C. CALDWELL SURVEY NO. 52,  
ABSTRACT NO. 154

S52°43'04"E 667.78'  
S39°17'57"E 485.70'

PORTION OF 267.942 ACRES  
SKY VILLAGE KIMBRO ESTATES LLC,  
DOC.2016214460

127.220 ACRES  
5,541,696 SQ. FT.

15" WATER PIPELINE EASEMENT  
VOL.4822, PG.1673,  
VOL. 4832, 1909

(9.98 ACRES)  
BRIAN S. SCHNEIDER  
DOC.2009198632

1/2" IRF  
(10.16 ACRES)  
TONY PARENT  
ENTERPRISES INC.  
DOC.2007163554

S30°10'16"E 1155.97'

1/2" IRF

S62°32'46"E  
552.04'

N26°34'25"E  
97.95'

60D NAIL  
FOUND

N63°33'33"W 909.33'

P.O.B.

60D NAIL  
FOUND

N64°44'31"W 669.79'

LGI HOMES-TEXAS LLC,  
DOC.2014012328

60D NAIL  
FOUND

N64°58'30"W 812.74'

N26°23'28"E 379.90'

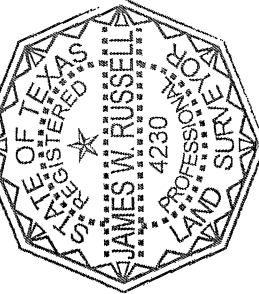
N62°42'20"W 330.87'

N62°38'12"W 695.93'

N63°39'43"W 66.97'

60D NAIL  
FOUND

(62.715 ACRES)  
TIMMERMAN TERRELL  
DOC.2011144639



JAMES W. RUSSELL  
REGISTERED PROFESSIONAL  
LAND SURVEYOR NO. 4230  
601 NW LOOP 410, SUITE 350  
SAN ANTONIO, TEXAS 78216  
PH. 210-541-9166  
jim.russell@kimley-horn.com

NOTES:

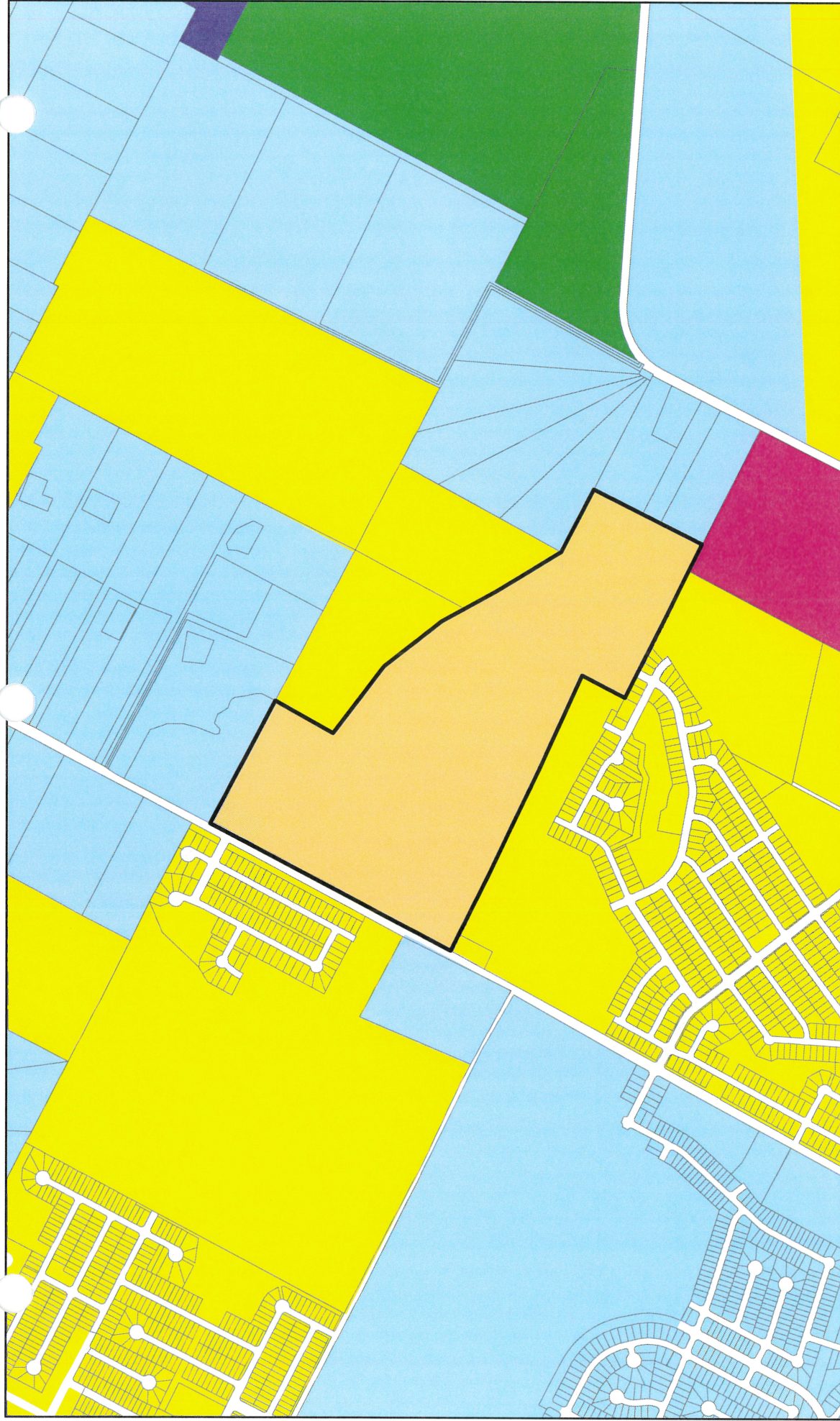
1. This document was prepared under 22 TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.
2. Bearing system based on the Texas Coordinate System of 1983, Central Zone (4203), North American Datum of 1983.

**Kimley»Horn**

601 NW Loop 410, Suite 350  
San Antonio, Texas 78216  
Tel. No. (210) 541-9166  
www.kimley-horn.com

Scale	1" = 500'
Drawn by	RAAC
Checked by	JWR
Date	05/11/2017
Project No.	069255700
Sheet No.	1 OF 1





Zone	
A - Agricultural	M-1 - Manufactured Housing
C-1 - Light Commercial	M-2 - Manufactured Housing Park
C-2 - Medium Commercial	NB - Neighborhood Business
DB - Downtown Business District	PUD - Planned Unit Development
I - Institutional	R-1 - Single Family
IN-1 - Light Industrial	R-2 - Single Family
IN-2 - Heavy Industrial	R-3 - Multi Family
	R-4 - Multi Family Special
	Manor ETJ

**Proposed Zoning:**  
**Single Family R-2**

*Current Zoning: R-1 Single Family*





## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Tom Bolt

**DEPARTMENT:** Administration

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion and possible action on an ordinance of the City of Manor, Texas amending Article 4.06 governing game rooms and amusement redemption machines; providing effective date and open meetings clauses; and providing for related matters.

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐ YES ☐ NO

**ATTACHMENTS:** ☐ YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐ NO

**STAFF RECOMMENDATION:**

It is City staff's recommendation, that the City Council

**PLANNING & ZONING COMMISSION:** ☐ RECOMMENDED APPROVAL ☐ DISAPPROVAL ☐ NONE

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**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF MANOR, TEXAS  
AMENDING ARTICLE 4.06 GOVERNING GAME ROOMS AND  
AMUSEMENT REDEMPTION MACHINES; PROVIDING  
EFFECTIVE DATE AND OPEN MEETINGS CLAUSES; AND  
PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, the City of Manor, Texas, a home rule municipality, desires to regulate gaming machines to ensure that machines that are located within the City are not illegal gambling machines;

**WHEREAS**, the City Council finds that the regulations set forth herein promote the public health, morals, safety, and welfare; and

**WHEREAS**, the City may enact fees to defray the expenses of administering this ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:**

**SECTION 1. FINDINGS OF FACT.** The above and foregoing recitals are hereby found to be true and correct and are incorporated herein as findings of fact.

**SECTION 2. AMENDMENT OF DEFINITIONS OF AMUSEMENT REDEMPTION MACHINE AND GAME ROOM; ADDITION OF DEFINITION FOR SWEEPSTAKES.** The definitions of “Amusement Redemption Machine” and “Game room” set forth in Section 4.06.001 of the City of Manor Code of Ordinances (the “Code”) are hereby amended in their entirety to read as follows, and a definition of “Sweepstakes” is hereby added to Section 4.06.001:

*Amusement redemption machine.* Any electronic, electromechanical, or mechanical contrivance, including a sweepstakes machine, designed, made, and adopted for bona fide amusement purposes, and that by operation of chance, skill, or a combination of chance and skill affords the player the opportunity to win merchandise, prizes, toys, novelties, or an item of value, or a representation of value redeemable for those items. A reference to a “coin-operated machine” in this Article shall include an amusement redemption machine.

*Game room.* A building, facility, or other place that is open to the public and that contains one or more operational amusement redemption machines.

*Sweepstakes.* A contest that awards one or more prizes based on chance or the random selection of entries.

**SECTION 3. LICENSE.** Section 4.06.002(a) of the Code shall be amended to add subsection (3) to read as follows:

(3) An owner, operator, or lessee of a game room shall be required to secure a license annually. A game room shall be required to secure a license by paying to the City an annual inspection and game room license fee in the amount adopted by the City Council per machine kept within and about the licensed premises. Upon payment of the fee and compliance with all licensing requirements, the license shall be issued by the City.

**SECTION 4. APPLICATION REQUIREMENTS.** Section 4.06.002(b)(2)(B) of the Code is hereby amended in its entirety to read as follows:

(B) Each application be on the form provided by the City shall provide the following information:

- (a) Name, address, telephone number, and driver's license number of the applicant if the applicant is a natural person;
- (b) Name, address, telephone number and driver's license number of all persons who owns an in the game room;
- (c) Name, address, telephone number and driver's license number of all corporate officers, if any, of the business;
- (d) Name, address, telephone number of the business;
- (e) If incorporated, the name of the business registered with the Texas Secretary of State;
- (f) If a partnership, the name, address, telephone number and driver's license of each of the general and limited partners;
- (g) The trade name by which the applicant does business and a true and correct copy of the registration of the applicant's assumed name filed in the office of the county clerk, bearing the file mark or stamp that evidences its filing in that office;
- (h) The street address of the premises;
- (i) If applicant is not the owner of the premises, the applicant shall furnish the name, address, and telephone number of the property owner;

- (j) Name, address, and telephone number of the operator of the premises to be licensed;
- (k) Number of amusement redemption machines in the premises to be licensed and the serial number of each amusement redemption machine;
- (l) Whether a previous license of the applicant, or, if applicable, a corporate officer of the applicant, has been revoked within two years of filing of the application;
- (m) The previous occupation(s) of the applicant and, if applicable, all corporate officers and partners of the applicant within the preceding five years;
- (n) Name, address, and telephone number of an emergency contact person who can be reached after hours;
- (o) A floor plan of the amusement redemption machine game room interior depicting the layout of the amusement redemption machine game room interior specifically including, but not limited to, the location of all amusement redemption machines, coin-operated machines or devices, the manager's station(s), restroom facilities, kitchen and bar facilities, if any, and all areas to which patrons will not be permitted; and
- (p) Any other plans that may be required by this Code.
- (q) If the applicant has been convicted of any crime directly related to a game room, the date, location, and nature of the offense and the penalty received.
- (r) Each applicant shall sign a waiver authorizing the Chief of Police to request on behalf of the applicant criminal history reports from the Texas Department of Safety, the Texas Comptroller's Office or any appropriate federal agency.
- (s) A copy of any TABC licenses or applications for licenses to sell beer wine or liquor at the premises at which the amusement redemption machines are proposed to be located, if alcohol is will be sold at the premises.

(t) A list of any and all registered companies, 501(c)(3) or other non-profits or groups profiting or receiving money from the playing of any gambling device or amusement redemption machine.

(u) A notarized statement, under oath, that:

- (1) All the facts contained in the application are true and correct;
- (2) The amusement redemption machines are not and will not be used as gambling devices;
- (3) The location and operation of the game room will not violate any applicable deed restrictions;
- (4) The game room will be operated in accordance with all laws;

**SECTION 5. DENIAL, REVOCATION, SUSPENSION.** Section 4.06.002(b)(4) through (6) of the Code are hereby amended in their entirety to read as follows, and Section 4.06.002(b)(7) is added to read as follows:

(4) The city shall refuse to approve issuance or renewal of a license for one or more of the following reasons:

- (i) Any failure to provide the information required by this Article;
- (ii) A determination by the city that inaccurate, erroneous or incomplete information has been submitted;
- (iii) A false statement as to a material matter made in an application for a license;
- (iv) Revocation of a license, pursuant to this Article, of the applicant or a co-owner or a corporate officer of the applicant within two years preceding the filing of the application;
- (v) Refusal or failure to pay the correct license fee amount;
- (vi) The applicant or a co-owner for such license has, within the past three years, been convicted of any violation of this division; and/or
- (vii) The applicant or a co-owner for such license has, within the past ten years, been convicted of a crime involving moral turpitude.

**SECTION 6. ACCESS AND INSPECTION; REQUIREMENTS OF LICENSEE.**

Sections 4.06.003 and 4.06.004 of the Code is hereby amended in their entirety to read as follows:

**Sec. 4.06.003 Unrestricted Access by Police Officer; Inspection by Police Officer**

(a) An owner, manager, or employee of a game room, or other person exercising control over a game room, a portion of a game room, or an operational amusement redemption machine, shall provide a police officer with immediate unrestricted access during business hours to all areas of the game room and to all operational amusement redemption machines located in the game room.

(b) A police officer may inspect a game room or an operational amusement redemption machine located within the incorporated city limits to determine whether the game room or operational amusement redemption machine complies with this article and state law.

(c) An owner, manager, or employee of a game room or other person who does not allow a police officer to inspect a game room or operational amusement redemption machine commits an offense.

**Sec. 4.06.004 Recordkeeping and responsibilities of licensee**

(a) The manager, operator, owner shall maintain accurate and legible records of the daily intake of cash/credit paid to play amusement redemption machines and maintain records of payouts including rights of replay, non-cash merchandise prizes, toys, or novelties, or a representation of a value redeemable for those items received by customers for play and approximate cost of such. The records or keys to the motherboard shall be presented to city officials upon request. A refusal to comply with such requests shall be grounds for revocation of a license. A refusal to provide a key to the motherboard shall be a consent to damaging physical entry into the machine for the purpose of removal of the motherboard when such entry is otherwise authorized by law.

(b) A licensee hereunder shall not permit any of the following activities within the licensed premises:

(1) The sale, purchase, possession or consumption of any

alcoholic beverages as defined by the Texas Alcoholic Beverage Code unless the premises is licensed under the provisions of said code for the sale, purchase, or possession of alcoholic beverages;

- (2) The operation of any amusement redemption machine by a person younger than 18 years of age;
- (3) Gambling by any person;
- (4) The possession of gambling materials; and
- (5) Unlawful or criminal activity of any kind.
- (6) The storing, display or exhibition on the premises of any amusement redemption machine where the license for the game room is expired or there is no permit.

**SECTION 7. EFFECT OF ISSUANCE OF LICENSE.** Section 4.06.009 of the Code is hereby amended in its entirety to read as follows:

**Sec. 4.06.009 Illegal Machines**

Issuance of any license by the City of Manor under this Article limits shall not be construed to authorize or permit any persons or organization to violate the current or future laws/rules set out by the Texas Penal Code, Alcoholic Beverage Code, Texas Government Code, the Texas Alcoholic Beverage Rules or any other law or rule created to regulate gambling.

**SECTION 8. CONFLICTING ORDINANCES.** Article 4.06 of the Code is amended as provided herein. All ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance as adopted herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the City governing disposal of surplus or salvage property, the terms and provisions of this ordinance shall govern.

**SECTION 9. EFFECTIVE DATE.** This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Tex. Loc. Gov't. Code and the City Charter.

**SECTION 10. OPEN MEETINGS.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.



**PASSED AND APPROVED** on its second reading this the 21<sup>st</sup> day of June 2017.

**THE CITY OF MANOR, TEXAS**

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Rita G. Jonse,  
Mayor

**ATTEST:**

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Frances Aguilar, TRMC, CMC  
City Secretary



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** June 21, 2017

**PREPARED BY:** Scott Dunlop

**DEPARTMENT:** Development Services

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion and possible action on a Conditional Use Permit for Lot 1 Shadowglen Commercial Lots Subdivision, locally known as 14001 Shadowglen Blvd to allow for a Game Room. Owner: HFS Brothers Investments LLC. Applicant: Tony Welch, Beer:30

**BACKGROUND/SUMMARY:**

**PRESENTATION:** ☐YES ☐NO

**ATTACHMENTS:** ☐YES (IF YES, LIST IN ORDER TO BE PRESENTED) ☐NO

**STAFF RECOMMENDATION:**

It is City staff's recommendation, that the City Council

**PLANNING & ZONING COMMISSION:** ☐RECOMMENDED APPROVAL ☐DISAPPROVAL ☐NONE

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### Private Comments History

04/13/2017 12:32 PM

Scott Dunlop

**Customer Portal Application Note:**

Signature Acknowledgement  
tony welch

04/13/2017 12:32 PM

Scott Dunlop

**Customer Portal Application Note:**

Submission Acknowledgement  
tony welch

04/13/2017 12:32 PM

Scott Dunlop

**Customer Portal Application Note:**

Project Description  
relocating Beer30 with gaming machines

04/13/2017 12:32 PM

Scott Dunlop

**Customer Portal Application Note:**

Proposed Conditional Use  
game machines

04/13/2017 12:32 PM

Scott Dunlop

**Customer Portal Application Note:**

Area Character  
small retail center

**REGULATION OF GAME ROOMS AND AMUSEMENT REDEMPTION MACHINES**

**A. DEFINITIONS.**

In this Ordinance:

(1) **AMUSEMENT REDEMPTION MACHINE** means any electronic, electromechanical, or mechanical contrivance designed, made, and adopted for bona fide amusement purposes that rewards the player exclusively with noncash merchandise, prizes, toys, or novelties, or a representation of value redeemable for those items, that have a wholesale value available from a single play of the game or device of not more than ten times the amount charged to play the game or device once, or \$5.00, whichever amount is less.

(2) **GAME ROOM** means a building, facility, or other place that is open to the public and whose primary purpose is entertainment and contains 1 or more operational amusement redemption machines.

(3) **GAME ROOM OWNER** means a person who has an ownership interest in a game room.

(4) **OPERATIONAL MACHINE** means a machine that is ready to be played and accessible to the public.

(5) **POLICE OFFICER** means a Manor Police Department police officer.

**B. LICENSE REQUIREMENTS**

(1) **License Required.**

(a) It shall be unlawful for an owner or operator of a game room to operate, use, or maintain a game room without first obtaining city game room license.

(b) An application for an existing game room location that is submitted by an individual who is different from the individual named as the owner or operator on the current application or a re-application for an existing game room location after denial or revocation shall be considered a new application and not a renewal.

(2) **Game Room License.**

(a) A game room owner shall obtain a license from the city for each game room located in the city.

(b) The game room owner shall submit a completed application in the form provided by the City. Any failure to provide the information required by this section or a determination that inaccurate, erroneous or incomplete information has been submitted shall be grounds for denial of the application.

1. The proposed game room must comply with this Ordinance at the time of the submission of the application for a license.



Richard Heller  
3620 Bratton Ridge Crossing  
Austin, TX 78728

Mathew Glenn Fangel  
11109 Wet Season Dr.  
Austin, TX 78754

Kathrine Salgado  
2174 Yucca House Dr.  
Pflugerville, TX 78660

Gerald B & Grace Sopher  
12521 Weathersby Way  
Austin, TX 78753

Felipe & Lucia Vianey Suarez  
PO Box 540912  
Grand Praire, TX 75054

Shadowglen Golf LP  
12801 Lexington St  
Manor, TX 78653

Shadowglen Mob Partners LLC  
ATTN: Eric Perardi  
5300 Bee Caves Rd, STE 100  
Austin, TX 78746

Cottonwood Holdings LTD  
Dwyer Realty Companies  
9900 US Hwy 290 E  
Manor, TX 78653

Peyton Thompson  
11416 Runnel Ridge Rd  
Manor, TX 78653

Timmisha Eulalia Ortiz  
11420 Runnel Ridge Rd  
Manor, TX 78653

Fecita Naomi Calderon  
11501 Pillion Place  
Manor, TX 78653