



**CITY COUNCIL & PLANNING & ZONING COMMISSION
JOINT WORKSHOP SESSION MINUTES
AUGUST 2, 2017**

Present:

Rita Jonse, Mayor

Council Members:

Gene Kruppa, Mayor Pro Tem, Place 1
Maria Amezcua, Place 2
Anne R. Weir, Place 3
Zindia Pierson, Place 4
Rebecca Davies, Place 5
VACANT, Place 6

City Staff:

Thomas Bolt, City Manager
Lluvia Tijerina, City Secretary
Scott Dunlop, Planning Coordinator
Paige Saenz, City Attorney
Frank Phelan, City Engineer

WORKSHOP SESSION – 6:30 P.M.

With a quorum of the Council Members present, the workshop session of the Manor City Council was called to order by Mayor Rita Jonse at 6:30 p.m. on Wednesday, August 2, 2017, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PLEDGE OF ALLEGIANCE

At the request of Mayor Jonse, Scott Dunlop, Development Coordinator, led the Pledge of Allegiance.

PUBLIC COMMENTS

No one appeared to speak at this time.

WORKSHOP SESSION

1. **Presentation and discussion on a Development Agreement to include a PID, TIRZ, financing for a Wastewater Package Treatment Plant, Community Public Pool (All Manor Residents), Planned Unit Development (PUD) which will establish property development regulations including lot size reductions.**

City Manager Bolt explained the negotiations with Sky Village and the development agreement approved several years ago, by City Council. He discussed the concerns the City has regarding the 50-foot wide lots of the property. He stated the developer shouldn't have to spend any more money trying to move a project forward that didn't have the support by the Planning and Zoning Commission or City Council. He advised in order to move forward the City and developer will need to come to an agreement regarding the lot sizes of the property and what will be acceptable for the City. He advised the session is a workshop and invited Planning and Zoning Commission and Council to ask questions as needed.

At the request of City Manager Bolt, Brett Burke with Kimley-Horn briefly explained the Overall Sky Village presentation and introduced Sean Compton with TBG Partners.

Sean Compton, with TBG Partners, conducted the attached PowerPoint Presentation regarding the Sky Village Overall Development for City Council consideration.

Mr. Compton explained the community characteristics of the PUD: Community Plan, Residential Character, and Public & Resident Amenity and Open Space Features. He discussed the developer commitment that is not part of the PUD and is being dealt separately by the development agreement: Waste Water Treatment Plan; Water Distribution to allow City Service; Major Street Connections; Public Amenities; and Greenbelt & Trails.

Mr. Compton discussed the community plan and explained the community features. He discussed Old Kimbro Road upgrades and extensions for future connections beyond the PUD. He also explained how the rest of the street system will encourage a walkable environment. Mr. Compton explained the connections to open space and the trail systems for the community. He discussed the neighborhood pocket parks and the location of the Community Center.

The discussion was held regarding the residential types of homes. Mr. Compton pointed out the sizes of the homes that are going to be in each phase of the entire project. He explained the streetscape characteristics and discussed the façade with elevation design features of the homes that articulate to the first floor. He advised what should be avoided on the street facing façade homes. He stated what will be mandated in the PUD was a very attractive streetscape scene throughout the community.

Julie Leonard, Planning and Zoning Commissioner inquired about the interior design of the homes. Mr. Compton confirmed the interior design of the homes are a part of the design but stated the balance of the homes is more important. Mr. Compton stated creating a community was very important and the character of the homes should emphasize the house, not the garage.

The discussion was held regarding the four types of the garage placement. Mr. Compton briefly explained and discussed the following types of a garage for homes; Type one (1) Project Garage; Type two (2) Recessed Garage; Type three (3) Detached Rear Garage; and Type four (4) Alley Loaded.

Mr. Compton discussed the corner lots & street intersection façade character of the homes. The discussion was held regarding the medium density residential area across the community pool. Mr. Compton explained the types of homes that will be in that specific area. He stated there will be a higher density in that specific location and clarified the benefit of the HOA was to take care of all the grounds to maintain a low maintenance life style. He also discussed the visitor parking and the commercial store close to the community pool.

The discussion was held regarding the percentages of the size and lot types of the homes that will be part of the whole project. Mr. Compton stated that the plan is not finalized and was presenting a dialog to Council for review. He indicated that the whole project would consist of 1450 to 1550 total dwelling homes over four (4) phases.

Council Member Davies questioned the percentage of the Medium Density area. Brett Burke with Kimley-Horn explained the sizes of the homes in that specific area. Council Member Davies stated she would like to see the percentage for the medium density location. Mr. Burke confirmed he would provide percentage to City Council.

Lian Stutsman, Planning and Zoning Commissioner inquired about the connection trails in Phase 1. The discussion was held regarding the connection of the trails and sidewalks of the subdivision. Ms. Stutsman expressed her concerns for the community and stated the tension that has been created regarding the separation of the neighborhood. She also inquired about the sizes of the homes.

City Manager Bolt explained the sizes and square footage of the homes and stated they will be similar to LGI homes. He also stated homes will be larger with more masonry product. He confirmed there will not be any duplexes in the area.

Julie Leonard, Planning and Zoning Commissioner inquired about the setbacks of the project. Sean Compton, with TBG Partners clarified on only using standard City of Manor setbacks.

Sean Compton explained the Olympic size pool amenity in the community and the features it will have. Julie Stutsman, Planning and Zoning Commissioner inquired if there was a community center being proposed or if it was only the pool. Mr. Compton confirmed at this time the proposal was only for the pool.

The discussion was held regarding other amenities in the community that will be provided. Mr. Compton described the playgrounds and trails and open used space that will be part of the project.

Keith Miller, Planning and Zoning Commissioner inquired about the parking in the pool area for nonresidents. Mr. Compton discussed the street parking and stated he didn't have a design for any other type of parking. He explained the advantages of the street parking vs parking in the community. He stated they would like to promote walking and the use of the trails in the community.

Mayor Jonse inquired about the collectors road in Phase 1 and Phase 2. She expressed her concerns on how far the road was from the subdivision. City Manager Bolt explained how the roads will be required to be built once the project has been completed. Mr. Compton explained the road that is being proposed in the project.

Mayor Jonse advised homes with the alleys will be more appealing for the subdivision. The discussion was held regarding the alley garage and benefits it will have to the residents. Mayor Jonse inquired about the visitor's parking in the plan. Mr. Compton described where all visitor's parking was being proposed. City Manager Bolt advised a site plan will need to be presented and approved for development.

Mayor Jonse inquired about the difference between the first house on a block vs the remaining homes on the same side of the street in a subdivision. She expressed her concerns and how deceiving it can look. Mr. Compton clarified the streetscape character of the homes and what the minimum upgrades all homes will have in the project. Mayor Jonse advised she didn't want to see that type of development.

Council Member Davies inquired about the alley garage access and requested clarification of the parking regulations. The discussion was held regarding the parking in front of the homes and the back-alley parking. Council Member Davies questioned about the size of space available for the home owner. Mr. Compton explained the different designs of the home and stated that he will work with the City regarding the design of the garage. He advised an HOA will be mandatory to regulate any violations. City Manager Bolt clarified how successful HOA rules are to a community and suggested that the HOA could have restrictions limiting the time parking on the streets. He stated the City will not be involved in the decisions. Mr. Compton discussed the transparent process and how they will work with City staff to finalize the details and points of the development.

City Manager Bolt discussed the development agreement that was amended to include the 264 lots inquired to be rolled in the larger agreement. He expressed his concerns of having only 45' lot sizes for future phases of the development.

Julie Leonard, Planning and Zoning Commissioner inquired about the street crossing and designs of the homes. Lian Stutsman, Planning and Zoning Commissioner inquired about the 50' wide lots. The discussion was held regarding the different sizes of the homes in Phase 1 and what had been approved for the development. City Manager Bolt stated what was in questioned of the development was the lot sizes and amenities of the plan.

Council Member Weir inquired about the ADA compliance of the project. Mr. Compton explained the state regulations will be followed for the development.

Mayor Jonse inquired about the pricing of the homes that will be developed. Brett Burke with Kimley-Horn stated the starting home price range will be between \$225k to \$250k.

Council Member Kruppa inquired about the total dwelling units being proposed. He expressed his concerns regarding the lot sizes of the medium density units that are being included. City Manager Bolt explained the medium density portion was a separate portion and stated it had nothing to do with the total dwelling units being proposed. Council Member Kruppa questioned the acreage of the homes. City Manager Bolt explained how the overall acreage of the density will meet the requirements.

Julie Leonard, Planning and Zoning Commissioner advised adding parking in the community pool area and all other major areas of the development will benefit the community. Council Member Pierson clarified her understanding of the off-site parking for the community pool. Mr. Compton clarified the off-site parking being proposed and stated he didn't have the details of how many parking spaces will be developed. City Manager Bolt advised parking in the community will be more beneficial than having the off-site parking on the street. Council Member Pierson expressed her concerns regarding the parking for Manor residents to enjoy the community pool.

City Manager Bolt stated he liked what was being presented but still had some concerns. He stated there are many pieces that would benefit the City but small issues will need to be defined.

Mr. Compton stated he would like to work together to define all issues and thanked the Planning and Zoning Commission and the City Council for coming together and inviting them to the workshop to discuss the whole development.

Mayor Jonse inquired about the condominiums being proposed and questioned where they will be built. Mr. Compton explained the medium density residential area where the condominiums will be built as part of Phase 2.

Pete Dwyer, 9900 Highway 290 E. Manor, Texas spoke before the City Council in support of this item. He expressed his concerns regarding the bridge crossing that was proposed in the previous Sky Village development. Mr. Dwyer stated that all previous provisions that were made to Sky Village are being rewritten for the new developer. He advised and encouraged the developer to add a crossing for the residents to be able to have a way out of the community.

Talley Williams with MetCalfe Wolff Stuart & Williams, LLP spoke before the City Council regarding her concerns of the project. She stated what was being proposed was very beneficial to the City. She clarified the agreement was still under negotiation and stated the project needs to be seen as a whole. She stated the City was receiving a lot of amenities and was concerned about the cost of the project for the developer. Council Member Amezcua inquired about the pool amenity and asked for clarification of the proposed pool and the community center. Ms. Williams clarified the proposal was only for the community pool.

With no further discussion, the joint workshop session of the Manor City Council was adjourned at 7:34 p.m. on Wednesday, August 2, 2017.

No action was taken.

2. Presentation and discussion on amendments to the Shadowglen Phase 3 Development Agreement.

The City staff's recommendation was that the City Council take no action.

No action was taken.

CONSENT AGENDA

3. Consideration, discussion, and possible action to approve the City Council Minutes:

- **June 21, 2017, Regular Meeting**
- **July 19, 2017, Regular Meeting**

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Amezcua, the Council voted six (6) For and none (0) Against to approve the minutes for the June 21, 2017, City Council Regular Meeting; and the July 19, 2017, City Council Regular Meeting. The motion carried unanimously.

PUBLIC HEARING

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

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

Pete Dwyer, 9900 Highway 290E. Manor, Texas, spoke before the City Council regarding the EntradaGlen PID. He discussed the PID binder that was provided to City Council and explained all that has been done to be in compliance with the City. Mr. Dwyer explained the Fiscal Impact Statement enclosed in the PID Binder and the benefit to the City of Manor with tax revenue and fees and the increase of property taxes. He is requesting for the City Council to create the PID. He also stated that his legal counsel was present to address any questions posed by the City Council. Mr. Dwyer explained the amenities of the PID and the extension of Gregg Manor Rd. He stated the project had been designed and submitted.

At the request of City Manager Bolt, Paige Saenz, City Attorney spoke regarding one item that needed to be addressed before creating the PID. She stated the City will need to have boundaries without additional documentation, in addition, to have an agreement with the property owner stating that if certain events didn't happen within a certain period the PID will then be dissolved. She explained in order to dissolve the PID the City will need to have a petition from the property owner. She stated once the PID is formed it couldn't be dissolved without the petition from the property owner requesting it. She advised the PID could be created and at the same time approve an agreement stating if certain milestones weren't reached in a specific time then the agreement will constitute the petition to dissolve the PID. She stated the agreement will be filed in the property records for future owners. City Attorney Saenz recommended the approval to create the PID and the agreement could be done on the next City Council meeting, August 16, 2017.

Council Member Pierson commented if the item was delayed would the agreement be ready for the next City Council meeting. City Attorney Saenz confirmed all that was needed was the agreement. She stated a contract was not prepared and the item wasn't on the agenda. She confirmed the contract would be ready for approval at the next City Council meeting.

Sharon Smith, with Armbrust & Brown, spoke before City Council regarding the delay of the item. Ms. Smith stated she represented the client and didn't understand why the contract was so important to the City. She expressed her concerns and advised she was open for discussion if there were other issues with the City that they were not aware of.

Mr. Dwyer spoke regarding the HEB letter and the meeting he had with an HEB representative. He stated HEB was very interested in the approval of the PID. Mr. Dwyer stated that all City staff had been great throughout the process and was willing to wait for the creation of the PID if needed. City Attorney Saenz advised the importance of the agreement to the City and the client.

City Manager Bolt advised the City staff's recommendation was to recess the item to the next City Council meeting on August 16, 2017.

Mr. Dwyer thanked the City Council and staff for their time.

Danny Burnett, 9900 Highway 290E. Manor, Texas, submitted a card in support of this item; however, he did not wish to speak.

Rick Rosenberg, 8140 N. Mo Pac Expressway, Austin, Texas, submitted a card in support of this item; however, he did not wish to speak but was available for any questions.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Weir, the Council voted six (6) For and none (0) Against to recess the public hearing regarding the creation of a Public Improvement District – EntradaGlen to the August 16, 2017, City Council regular meeting. The motion carried unanimously.

REGULAR AGENDA

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

The City staff's recommendation was that the City Council postpone the creation of a Public Improvement District – EntradaGlen to the August 16, 2017, City Council meeting.

Paige Saenz, City Attorney was present to address any questions posed by the City Council.

City Manager Bolt advised the City staff's recommendation was to postpone the item to the next City Council on August 16, 2017.

Council Member Kruppa inquired if the agreement would be beneficial to the City and to the petitioner. City Attorney Saenz confirmed and explained the importance of the boundaries to be created and how it would benefit the City and petitioner. Council Member Kruppa expressed his concerns about the delay and advised for the transition to move forward and smoothly.

Pete Dwyer, 9900 Highway 290E. Manor, Texas, submitted a card in support of this item; however, he did not speak.

Danny Burnett, 9900 Highway 290E. Manor, Texas, submitted a card in support of this item; however, he did not wish to speak.

Rick Rosenberg, 8140 N. Mo Pac Expressway, Austin, Texas, submitted a card in support of this item; however, he did not wish to speak but was available for any questions.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Amezcua, the Council voted six (6) For and none (0) Against to postpone the creation of a Public Improvement District – EntradaGlen to the August 16, 2017, City Council regular meeting. The motion carried unanimously.

6. Consideration, discussion, and possible action to approve a resolution calling the November 7, 2017, General Election.

The City staff's recommendation was that the City Council approve a resolution calling the November 7, 2017, General Election.

Lluvia Tijerina, City Secretary, was present to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Pierson, the Council voted six (6) For and none (0) Against to approve the resolution calling the November 7, 2017, General Election. The motion carried unanimously.

7. Consideration, discussion, and possible action of the FY 2017-2018 Proposed Annual Budget and Tax Rate.

The City staff's recommendation was that the City Council set the Public Hearings on the FY 2017-2018 proposed Annual Budget and Tax Rate of the City of Manor, Texas for August 16, 2017, at 7:00 p.m. and September 6, 2017, at 7:00 p.m.

Thomas Bolt, City Manager, was present to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Pierson, the Council voted six (6) For and none (0) Against to set the Public Hearings on the FY 2017-2018 proposed Annual Budget and Tax Rate of the City of Manor, Texas for August 16, 2017, at 7:00 p.m. and September 6, 2017, at 7:00 p.m. The motion carried unanimously.

8. Consideration, discussion, and possible action on professional services for the City of Manor Cemetery.

The City staff's recommendation was that the City Council approve up to \$7500.00 for the work to be completed in the proposal payable to Kenneth Taylor Cemetery Service using Hotel Tax Funds.

Thomas Bolt, City Manager, discussed the proposal being presented and cost of the repairs. The discussion was held regarding the scope of work that will be done in the cemetery.

Mayor Jonse requested clarification on the amount being approved. City Manager Bolt explained the proposal amount and stated the vendor would submit an invoice that could total up to \$7500.00 only.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Amezcua, the Council voted five (5) For and one (1) Against to approve up to \$7500.00 for the work to be completed in the proposal payable to Kenneth Taylor Cemetery Service using Hotel Tax Funds. Council Member Pierson voted against. The motion carried.

9. Consideration, discussion, and possible action to accept the resignation of Council Member, Place 6 Ryan Stone and declare a vacancy.

It is City staff's recommendation that the City Council accept the resignation of Council Member, Place 6 Ryan Stone and declare a vacancy.

City Manager Bolt explained the vacancy to the City Council.

MOTION: Upon a motion made by Council Member Pierson and seconded by Council Member Weir, the Council voted six (6) For and none (0) Against to accept the resignation of Council Member, Place 6 Ryan Stone and declared a vacancy. The motion carried unanimously.

EXECUTIVE SESSION

In accordance with Texas Government Code, Subchapter D, Section 551.071 Texas Government Code; Section 551.074, Personnel Matters – *of a Person to Fill Council Member, Place 6 vacancy for the Remainder of the Unexpired Term Until the Election of a Person to Serve* the Manor City Council convened into Executive Session at 7:59 p.m., on Wednesday, August 2, 2017, City Council Conference Room of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

The Executive Session was adjourned at 8:36 p.m. on Wednesday, August 2, 2017.

OPEN SESSION

The City Council reconvened into Open Session pursuant to the provisions of Chapter 551 Texas Government Code and to act on item(s) discussed during Closed Executive Session.

Mayor Jonse reconvened the Open Session of the Manor City Council at 8:36 p.m. on Wednesday, August 2, 2017, in the Council Chambers of the Manor City Hall.

10. Take action as deemed appropriate in the City Council's discretion regarding the City Council, Place 6 vacancy.

It is City staff's recommendation that the City Council appoint a person to fill Council Member, Place 6 vacancy for the remainder of the unexpired term until the election of a person to serve.

Thomas Bolt, was present to address any questions posed by the City Council.

MOTION: Upon a motion made by Council Member Davies and seconded by Council Member Pierson, the Council voted five (5) For and none (0) Against to appoint Todd Shaner to fill Council Member, Place 6 vacancy. Council Member Weir abstained. The motion carried.

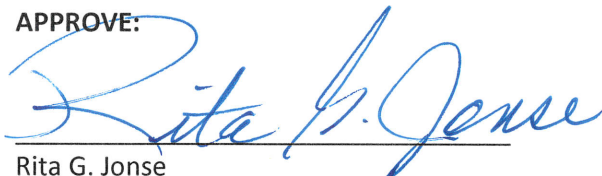
Mayor Jonse recognized and thanked Council Member Pierson for the great job she did in writing the article published in the TML Magazine.

ADJOURNMENT

MOTION: Upon a motion made by Council Member Amezcua and seconded by Council Member Weir, the Council voted six (6) For and none (0) Against to adjourn the regular session of the Manor City Council at 8:38 p.m. on Wednesday, August 2, 2017. The motion carried.

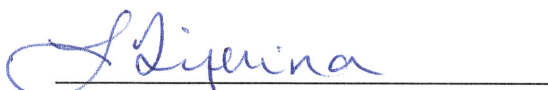
These minutes approved by the Manor City Council on the 16th day of August 2017.

APPROVE:



Rita G. Jonse
Mayor

ATTEST:



Lluvia Tijerina
City Secretary

